



Madison Manor POA
Board of Directors Meeting Minutes
December 4, 2025 | 4:30 PM
Location: Rocktown Realty (via Zoom)
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Devon Leeper, Julie Hamann, Brent Loope, & Thabo Fisher

Board Absentees: Maggie Zheng

Management Attendees: Bernard Hamann, Kayleigh Sponaugle, & Erica Crawford
– Rocktown Realty

1. Call Meeting to Order & Establish Quorum: 4:31pm (Devon)
 - a. We have 4 of 5 Board members present; quorum has been established.
2. Approval of Minutes from Previous Meeting (6/5/2025): Brent motions to approve the minutes as written, Julie seconds, motion carries.
3. Financial Review (YTD, November 30th): Total cash on hand is \$91,772.76, with total assets of \$395,293.44. Including some prepaid income of \$5,631.02, total liabilities and capital is also \$395,293.44. Total income at this time is \$382,870.83 and total expense is \$341,450.26, for a net income of \$41,420.57.
4. Community Update
 - a. 1034-8 & 12 Leak – Mold remediation project was completed in the affected units, and the association’s insurance is covering the costs.
 - The association cut a check for \$4,000 to the residents of 1034-8 for the inconvenience the extended project caused; this will also be covered by insurance.
 - b. Quest – No quest replacement projects were done this year, and any quest leaks have been addressed as necessary.
 - c. Key Audit – Both key audits were completed for 2025.
 - d. Ugly Bug Treatment – The 4th quarter treatment is scheduled for this coming Monday, with notices hung at each unit and emailed yesterday.
 - e. Landscaping/Snow Removal – Staying with Curb Appeal for 2026.
 - f. Delinquency – There are 3 units that are past due but have been making payments towards their balances this year.
 - g. Sales/Occupancy – There have been no recent sales, and one unit has been on the market for a while.
 - Rocktown has no issue renting units in the community due to favorable pricing and its location.
5. Old Business: None.



6. New Business:

- a. 2026 Budget – The 2026 budget is reviewed, with no major changes, and no major reserve expenses scheduled for the next few years.
 - Brent motions to approve the budget, Devon seconds, motion carries.

7. General Comments/Questions:

- a. The Board discusses what else can be done to improve the community, with the most significant aesthetic concern being the townhome siding.
 - This is not scheduled to be addressed for another seven years or so per the reserve study, but the Board can choose to bring that expense forward.
 - Rocktown will work on obtaining pricing estimates to review at the next Board meeting in March.

8. Date of Next Meeting: Tuesday, March 5, 2026 at 4:30pm

9. Adjournment: 4:48pm (Devon)