



Chateau Mont Condominiums Unit Owners Association

HALL ASSOCIATES, INC. MANAGING AGENT (540) 982-0011

P O Box 20468, Roanoke, VA 24018

Chrissy Greene/V. P. of Association Management – cgreene@hallassociatesinc.com

MINUTES BOARD OF DIRECTORS MEETING

June 18, 2025

Hall Associates, Inc., 2800 Keagy Road, Salem, VA 24153

Pending Review/Approval at Next Board Meeting

Board Members Present:	Cheryl Borek	President	2026*
	Ed Hall	Vice President	2027
	Lori Baker	Secretary/Treasurer	2025
		*appointed to serve until next annual meeting	
Board Members Absent:	None		
Others Present:	Chrissy Greene	V.P. of Association Management	
	Rich Borek	Owner	
	Merrily Eckert	Owner	
	Kitty Coleman	Owner	
	Rose Goodwin	Owner	
	David and Charlene Greer	Owners	
	Bob and Debbie Kaplan	Owner	
	David Thurlow	Owner	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with two out of three Board Members in attendance at the offices of Hall Associates, Inc., 2800 Keagy Road, Salem, VA 24153. The third board member joined after the call-to-order. The meeting was called to order at 10:03 AM.

II. READING OF THE MINUTES FROM PREVIOUS MEETING

A motion was made (Baker) and seconded (Borek) to waive the reading of the February 17, 2025 board meeting minutes and accept them as written. Motion passed unanimously.

III. FINANCIAL REPORTS

Written reports were presented (and attached to these minutes). President Borek restated her expressed her for David Thurlow's assistance in reviewing the financial statements. The combined balance sheet showed total funds in both accounts as of 05/31/25: The board closed the Operating Reserve account. There are now only two accounts – Operating and Capital. There was an unexpected amenity fee to Hunting Hills for the project at the pool. The board plans to meet with the other board so that Chateau Mont can more adequately prepare for the expenses that they are incurring.

Over in fire system repair (had to repair the panel). Landscaping is over due to the pruning of the trees. And there was some new sod installed and bush removal. Electricity is over budget. The insurance amounts appear off because there was a refund on the previous insurance policy. Legal fees were higher than anticipated due to the document review and amendment.

Operating Account:	\$ 47,220.08
Capital Reserve Account:	\$116,563.40
Total Combined Assets	\$163,783.48

A motion was made (Baker) and seconded (Hall) to accept the financials as presented through 05/31/25: Motion passed unanimously.

IV. COMPLETED

A written report of completed items was reviewed. A copy of the report is attached. All of the expenses on this report are already reflected in the financials with the exception of a \$6,500 invoice that was received and paid in June.

V. BUSINESS

Written reports attached.

Projects for Remainder of 2025: The second and third floor expenses should be slightly less than the first floor due to bubbling wallpaper on the first floor that required repair and a larger fixture in the main entry than is needed on the second and third floors. Each floor will be allocated \$1,200 towards artwork. The carpet and light fixtures for the second and third floors will be ordered this year to get the discounts on the materials. The elevator requires an oil change and a new switch. Those expenses will come out in 2025. Even when the elevator is mechanically modernized, the new switch will work with the update. The board feels that all exterior windows need to be cleaned at the same time for a uniform appearance. Any owners who would like to have the interior of their windows cleaned may do so at their expense. The concrete at the upper landing is cracking and needs to be replaced. There is an area under the staircase that needs to be addressed, as well. Better Building Works evaluated the area. There are some repairs needed on the shingled part of the roof. The storage unit ceiling repairs have been completed and will be reflected in the June financials. The items outlined in this spreadsheet will come out of the Operating Account.

Capital Reserve report: attached is a report with the projected capital expenses to be paid out over 2025, 2026, and 2027.

Operating account report: attached is a report with the project operating expenses to be paid out over 2025. A question was posed as to whether the monthly dues are sufficient to cover the normal monthly expenses in addition to the new expenses that have been undertaken. After discussion, it was determined that the dues will likely increase in 2026 to cover inflation, new maintenance contracts (garage door, roof), a possible increase in janitorial services, and the unknown for insurance.

Insurance and fees: attached is a spreadsheet that shows how much of the dues are attributed towards the association insurance. There were some questions regarding the fees for Chateau Mont in relation to comparable associations. The two most comparable associations do not include their building insurance coverage in their monthly dues. That is assessed separately from their monthly dues. Once those adjustments are made, the fees are relative to the other most comparable communities.

Sidewalk: the sidewalk will be completed in 2 ½ weeks, weather permitting.

Landscaping: Ed Hall reported that the board has been working with Linda Giltz, who is a master landscaper. She is looking at the landscaping at the entrance and the small area outside the garage door. They are working on estimates for lighting.

VI. OWNERS FORUM

Any owner can attend the meeting to observe. They may also speak on any subject to the Board during the 15-minute owner's forum. Items noted in the forum will be taken under consideration for a future agenda. Unit owners wishing to have a subject added to the current agenda must submit the information in writing to Management at least 10 days in advance so that the Board has an opportunity to research the issue before rendering an opinion or decision. Owners wishing to attend the meeting should check with Management prior to the meeting in case the time or location has been changed.

Kitty Coleman asked if the window cleaning includes non-enclosed balcony windows. President Borek stated that she believes all exterior windows are included.

Kitty Coleman inquired about exterminating. Management will reach out to the exterminator, B & C Exterminating, and ask them about the status of service for the common areas.

David Thurlow asked how he could get assistance with moving furniture. This would be an owner responsibility, but it is also recommended that he contact Roanoke County to find out when they will be doing bulk collection.

Bob Kaplan inquired why the first and third floors would be cleaned every other year, but the second floor would only be cleaned every three years. President Borek stated the first floor has the main entry and the third floor has the roof access. David Greer stated that the second floor has the restroom. The Board indicated they could amend the schedule so they are all the same.

VII. EXECUTIVE SESSION

There was no need for an Executive Session.

VIII. DATE, TIME & LOCATION OF NEXT MEETING

The next board meeting will be the budget meeting, likely in October. The date is to be determined.

IX. ADJOURNMENT

The meeting was adjourned at 11:07 AM.