



**Meadowbrook Property Owners' Association
Annual Meeting of Owners | Meeting Minutes
Tuesday, June 23, 2026 | 6:00pm
Location: Horizons Edge Sports Campus | Party Room 3
325 Cornerstone Lane, Harrisonburg, VA 22802**

Board Attendees: Michael Morrison, Ashley Robey, Steve Johnson, and Shavan Farag

Board Absentees: Michael Litwin & Larry Heatwole

Owner Attendees: 12 units represented in person (8 residents, 4 board members) and 13 by proxy, for a total of 25.

Management Attendees: Bernard Hamann & Erica Crawford – Rocktown Realty

- 1. Call meeting to order & establish quorum:** 6:02pm (Michael Morrison)
 - a. The Bylaws state that 10% of owners must be represented by proxy or in-person attendance, which is 14 units.
 - i. We have 12 units represented in person (8 residents, 4 board members) and 13 by proxy, for a total of 25. Quorum has been established.
- 2. Proof of Notice:** Annual meeting notices were sent by email through SignWell & meeting date, time, and location were posted on Rocktown website.
- 3. Review & approve previous meeting minutes from June 24, 2025:** Michael Morrison motions to approve the minutes as written, Ashley Robey seconds, motion carries.
- 4. Financial Review (YTD, May 31st):** Through the end of May, the association has \$47,045.00 in total operating income and \$38,832.77 in total operating expense. The association reports \$22,077.41 in cash on hand with total liabilities and capital matching the cash amount, and a net income of \$7,212.23, which was close to projections.
- 5. Manager's Report:**
 - a. Delinquency – The association filed warrants in debt against two delinquent owners; 1 has already paid, the other is and 1 more is to be filed on.
 - b. Sales- Four of the highest sales ranged from \$495,000 to \$560,000, and there are currently four active listings, including one priced at \$665,000.
 - c. Inspections – Rocktown goes through the community as needed and reaches out accordingly to owners regarding violations, such as mowing/landscaping and parking/vehicle violations.
 - d. Speeding – Since the roads are public, please contact the Sheriff's Department if you notice speeding in the community.
 - e. Retention Ponds – Retention ponds have been brought into compliance and require annual updates.



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- f. VDOT Update– Snow removal expenses are no longer a recurring cost, as VDOT has taken over road maintenance, including snow removal and repaving. All roads are public.
 - g. Implementing Fine Structure-
 - i. Fines for community violations/common issues like shared grass areas, chickens, parking, dogs, general lot unsightliness, and unmanaged lots.
 - a. Graduated warning system before imposing fines.
 - b. Any fines would be levied against property owners rather than tenants.
 - c. Fines capped at \$50 for a single violation and \$10 per day for recurring issues up to 90 days
 - ii. Mr. Dowdy is in favor of a fine structure as long as there is a warning and opportunity to correct the issue; several residents agreed; suggestion made to use other communities as an example.
 - iii. Concerns- Potentially wealthy residents simply paying ongoing fines rather than complying.
 - iv. Next Steps- Develop a communication plan that would include multilingual materials and effective distribution methods to ensure all residents are informed about new rules.
6. **President's Report (Michael Litwin):** N/A, President not in attendance.
7. **Old Business:** None.
8. **New Business:**
- a. Check with VDOT about gravel on the streets & cracks in street on Wiltshire
 - b. GloFiber- Review and follow-up on status of GloFiber's remaining work in the community.
 - c. Easement Request- Brian Wilfong, who owns two properties at the community entrance, submitted a request for a utility easement. While the board had previously rejected his request for a traffic easement and development access, they are now reviewing his new request for a utility easement to be placed in a common area behind his property, rather than on his driveway.
9. **Board of Directors Election:** *The Bylaws state that there must be at least 3 Board members and that more can be added if the Board chooses to do so. The positions are to be tiered into 3 years, 2 years, and 1 year, which helps with turnover and continuity on the Board. All volunteers can resign at any time. Currently, there is one Board member whose term is up this year.*



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- a. Nomination to re-elect Michael Litwin (as his term expired) made by Michael Morrison, Steve Johnson seconds, motion carries.
- b. Larry Heatwole's term has expired, and he was not nominated to be re-elected because the Board was unsure of his willingness, as he was not in attendance due to a family emergency.
- c. Discussion on whether to maintain 5 board members or make it 7; decided to keep it at 5 for the time being. Bylaws state more than 3 members are required, but there is no maximum.
- d. With Larry Heatwole not being re-elected, the Board now stands at 5 members, rather than 6, which improves quorum requirements.
- e. The Board terms are staggered and are now as follows:
 - i. Steve Johnson & Michael Morrison – 1 year remaining
 - ii. Ashley Robey & Shavan Farag – 2 years remaining
 - iii. Michael Litwin- 3 years remaining

10. General comments/questions:

- a. No Fireworks- Community notice will be sent regarding request to not set off fireworks, due to safety concerns for pets and children.
- b. Safety concerns about children playing in driveways and around parked cars; it was noted that some parents are not addressing these behaviors despite repeated warnings.
- c. While the neighborhood lacks amenities like a playground, potential buyers are led to expect ongoing amenity development, which creates disappointment when these improvements don't materialize.

11. Adjournment: 7:00pm by Michael Morrison, Steve Johnson seconds, motion carries.