

Northfield Estates POA
Quarterly Board of Directors Meeting Minutes
January 29, 2026 | 6:00 PM
Location: Rocktown Realty (via Zoom)
218 East Market Street, Harrisonburg, VA 22801

Board Attendees: Brian Nixon, Rachel Gagliardi, Markita Madden-Puckett, Dana Cornett, and Kathy Beery

Board Absentee: Ed Price

Owner Attendees: None

POA Management: Bernard Hamann – Rocktown Realty

1. **Call Meeting to Order & Establish Quorum:** 6:00pm, quorum established
2. **Approval of Minutes from Previous Meeting (7/10/25):** Motion Dana Cornett, 2nd by Kathy Beery – Motion passed
3. **Financial Review (through 12/31/25):**

The board reviewed the 2025 financial statements, which showed a \$160,000 total balance with \$56,000 in operating account and \$104,000 in escrow reserves. The operating income exceeded budget by \$5,000, with strong collection of HOA dues and year-end expenses maintained under budget.

4. Manager's Report

- a. The reserve study, which shows significant capital expenditures starting in 2029, reflects that the next few years have no projected spending.
- b. There were some snow removal challenges, with Bernard noting that while the townhome section was clear, other areas had ice issues due to timing of plowing. Kathy suggested making fire lane parking and snow removal rules clearer in future communications, and Bernard agreed to emphasize these points in notices.
- c. There was an incident with a vehicle crashing through the neighboring Park Crest Fence, but there was no damage to Northfield Estates.
- d. Trash Fees are increased on 1/1/26 by \$25 per Quarter.
- e. Delinquency has been reduced significantly, and is not a significant concern at this point.
- f. **Sales:** There were 5 units sold in 2025 , ranging from \$189K (893 Northfield Ct) to \$275K (737 Northfield Ct)

5. Old Business

- a. **Town House grading/water drainage** – Decision was to postpone further work on this until the asphalt re-paving project takes place to potentially incorporate better solutions, such as extending the paving slightly and using boulders or stripes to create non-parking spaces.
- b. **Additional trash removal** – This issue was tabled.

6. New Business

- c. **Mailboxes:** The board discussed the need to replace mailboxes, focusing on the 800 block and half of the 700 block, as well as Glenfield. Rocktown presented options from US Mail Supply, including individual mailboxes, engraved addresses, and parcel boxes. Bernard mentioned that the budget was \$12,000, and he will get pricing for the new configurations to seek approval via email for ordering and installation.
 - d. **2026 Annual Budget:** Board needed to ratify the approval of the 2026 Budget made by email. Motion by Dana Cornett, 2nd by Rachel Gagliardi – Motion passed.
7. **Open Forum for Owners:** No owners were in attendance at this Board meeting. A request was made to notify residents not to block fire lanes.
8. **Date of Next Meeting:** Board Meeting – Thursday April 30, 2026 at 6:00 PM (Location: Rocktown Realty office and Zoom).
9. **Adjournment: 6:40pm**