



Braxton Park Property Owners Association
HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
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MINUTES
BOARD OF DIRECTORS MEETING

February 24, 2020

Pending Review/Approval at Next Board Meeting

	Name	Term Expires	
Board Members Present:	Devin Snelick	President	2022
	Ed Barnhouse	Vice President	2022
	Rip Wooten	Secretary	2020
	Teresa Hunter	Treasurer	2021
	Cassidy Williams	Director	2021
	Cheryl Bennett	Director	2022
	Claire Paulette	Director	2020
Board Members Absent	Bill Hunter	Director	2021
	Demond Bolden	Director	2020
Others Present:	Nikki Pritt	Association Manager	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with eight board members in attendance. The meeting was called to order at 6:07 PM at the New London Conference Center at 20436 Lynchburg Hwy, Lynchburg, VA 24502.

II. OWNER FORUM

No owners were present to address the board.

III. APPROVAL OF THE MINUTES

A motion was made (T. Hunter) and seconded (Snelick) to approve the minutes from January 27, 2020 as written. Motion passed unanimously.

IV. FINANCIAL REPORT

Board members receive financial reports each month prior to the meeting to review. A motion was made (T. Hunter) and seconded (Snelick) to approve the financials through January 31, 2020.

V. UNFINISHED BUSINESS

Architectural Standards – The Board reviewed stain pamphlets and narrowed the choices down to a few colors suitable for the decks. Treasurer T. Hunter will obtain samples of the stain colors on wood and bring to the next board meeting for the board to review and determine which color(s) will be approved for decks to be stained.

Retention Pond Improvements – Management is still trying to obtain the inspection report from Campbell County.

Bylaws Amendment – A draft of the proposed amendment to remove the meeting location requirement in the bylaws. This draft of the amendment is available online at www.braxtonpark.com for owners to review. The board will officially vote on the amendment at the next board meeting.

Pressure Washing – Management will obtain an estimate on pressure washing seven buildings on Rowse and all on Mallard. The pressure washing is tentatively scheduled for May.

Asphalt Resealing – Management will obtain estimates on resealing and restriping the asphalt on Rowse and Sprouse.

New Owner Process – The Board reviewed a drafted FAQ sheet that provides a list of questions that are frequently asked by new owners/residents. A few additions were made to the draft. Management will update the draft and provide the board with the final version between meetings to be voted on at the next board meeting.

Rental Survey – A draft of a rental survey was presented to the board for review. A few changes were needed. Management will update the draft and provide the board with the final version between meetings to be voted on at the next board meeting. The survey will then be mailed to owners. Owners are reminded that this is only a survey for the board's information and not an official vote.

Bust Stop Sign – The bus stop sign will be replaced within the next couple of weeks.

VI. NEW BUSINESS

Termite Warranty on Mallard – Management will obtain pricing for a termite warranty for the buildings on Mallard Lane. All other buildings have this warranty in place at the association's expense.

Sidewalk Repairs/Replacement – Management was asked to obtain estimates on replacing or repairing portions of the sidewalks on each street.

VII. EXECUTIVE SESSION

A motion was made (Snelick) and seconded (Barnhouse) to go into executive session to discuss possible violations. Motion passed unanimously.

After executive session a motion was made (T. Hunter) and seconded (Barnhouse) to send letters to several owners notifying them of violations. Motion passed unanimously.

VIII. NEXT MEETING DATE, TIME, LOCATION

March 23, 2020 at 6pm at New London Conference Center at 20436 Lynchburg Hwy, Lynchburg, VA 24502.

IX. ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned at 7:43 PM.

REMINDERS

- Please remember that each lot is individually owned and no one should be in another owner's yard without their permission. The owner's yards are the grassy area in front of and behind the townhome. Any individuals caught damaging the grassy area or other items in yards will be held responsible for repairs. Please make sure all residents of the home are aware that the lots are privately owned and **there should be no congregating on other owner's yards for any reason without the owner's permission.**
- Residents need to clean up after their pets any time they are outside.
- Only furnishings in everyday use are permitted on the patios and only decorative items, plants and patio furniture are permitted on the front porches/stoops.
- **VISITOR PARKING SPACES ARE FOR VISITORS ONLY. Residents parked in visitor spaces will be towed without notice.**