



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

May 28, 2020

Pending Review/Approval at Next Board Meeting

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

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with seven board members in attendance. The meeting was called to order at 6:05 PM via video conference. Per the requirement of Virginia House Bill 29 signed by the Governor on April 24, 2020, due to the current Corona Virus Pandemic (COVID 19), this meeting is being held via electronic means (Zoom Video Conferencing). The video conference link was posted on the Braxton Park website (www.braxtonpark.com) in advance of the meeting for owners to attend.

II. OWNER FORUM

Brooke McDonald asked the Board to consider having a stop sign placed at the end of Logan Lane where it intersects with Rowse Drive.

Steven Foster asked about the plans for the pool opening this season.

III. APPROVAL OF THE MINUTES

A motion was made (T. Hunter) and seconded (Snelick) to approve the minutes from February 24, 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 (Barnhouse) to approve the financials through April 14, 2020.

V. UNFINISHED BUSINESS

Architectural Standards – Treasurer Hunter was able to obtain samples of the stain on a piece of wood that the board was considering for the deck color selections. All board members had an opportunity to review the colors in person prior to the meeting. A motion was made (Paulette) and seconded (T. Hunter) to approve the following stain for decks: Cabot semi-solid deck & siding stain in chestnut brown, bark mulch and red cedar. Motion passed unanimously. This product is available at Lowe's.

Retention Pond Improvements – Clarification was received from Campbell County regarding the pond numbers used in the report. An extension was also granted for the repairs to be completed. Management will put together a scope of work based on the information sent by Campbell County and request proposals from contractors.

Pressure Washing – Pressure washing is scheduled to begin on June 3rd and will take place through June 9th on all of Mallard Lane and units 101-220 on Rowse. Notices will be sent to owners to make them aware of the pressure washing. Notices were also placed on mailboxes on Rowse and Mallard.

Asphalt Resealing – A motion was made (T. Hunter) and seconded (Snelick) to approve the sealcoating estimate submitted by Young Sealcoating. Motion passed unanimously. The sealcoating will be done on Rowse and Sprouse. There will be many phases to the work and schedules will be set in advance and notices sent to all residents so that everyone is aware of the sealcoating and the need to move vehicles on specific dates.

Rental Survey – The rental survey was mailed out to owners and several responses were received. Totals will be provided to the Board for their review.

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.

Pool Opening – The Board and management are working to ensure that the pool is ready for opening on June 10th if the Governor of Virginia allows for that to occur. Once the Governor announces the start date of Phase 2, the board will have more information on how to proceed with the pool opening.

VI. NEW BUSINESS

Tree Removal on Logan – A dead tree along the fence line of the storage facility beside Logan Lane homes needs to be removed. An estimate was received from the lawn company to remove and replace. A motion was made (D. Snelick) and seconded (T. Hunter) to approve the estimate provided by CLC. Motion passed unanimously.

Pine Tree Removal – A request was made from the owner of 121 Rowse to remove the pine trees along the side of his townhome and replace with smaller shrubs. This would be done at the owner's expense. Motion passed unanimously.

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

To be determined. Please check the website www.braxtonpark.com frequently for updates.

IX. ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned at 7:05 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. **Bikes, strollers, wagons, etc. are not permitted to be stored on the front porches at any time.**
- VISITOR PARKING SPACES ARE FOR VISITORS ONLY. Residents parked in visitor spaces will be towed without notice.
- No grills on decks at any time.