



Hall Associates
Commercial REALTORS since 1975

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

June 23, 2022

Pending Review/Approval at Next Board Meeting

	Name	Position	Term Expires
Board Members Present:	Devin Snelick	President	2022
	Teresa Hunter	Treasurer	2024
	Cassidy Auwarter	Director	2024 (via phone)
	Brooke Scott	Director	2024
	Cheryl Bennett	Director	2022
Board Members Absent	Zak Hayes	Director	2023
	Vacant	Vice President	2022
	Demond Bolden	Director	2023
	Lauren Blanks	Secretary	2023
Others Present:	Nikki Pritt	Association Manager	
	Jamie Scott	Owner	
	LaVern Stark	Owner	
	Chris & Lesley Keesee	Owner	
	Carrie Williams	Owner	
	Stefan Reinhardt	Owner	
Jessica Elder	Owner		

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with six board members in attendance. The meeting was called to order at 6:01 PM at Living Water Ministries located at 1071 Waterlick Road.

II. OWNERS FORUM

Lesley Keesee stated that parking was still an issue with people driving work vehicles and parking in overflow. She also stated that people were not stopping at the stop sign at the end of Logan.

LaVerne Stark asked about the color of his deck being grandfathered in because he asked for approval from the board at the time. The Board allowed his deck to remain the current stain color and stated that when it was time to stain the deck again it would need to be one of the approved colors. Mr. Stark stated that he found a “bumble bee trap” at the hardware store and it has been working well.

III. APPROVAL OF THE MINUTES

A motion was made (Hunter) and seconded (Snelick) to waive the reading of the May 16, 2022 minutes and accept them 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 (Scott) and seconded (Bennett) to approve the financials through May 31, 2022 and file for record. Motion passed unanimously.

V. UNFINISHED BUSINESS

Retention Pond Improvements – Pond A work has been completed. Management will get pricing on Pond B & C repairs.

Pool Work and Schedule – Painting, coping repairs and tile repairs have been completed at the pool. The board discussed replacing the entire coping around the pool in the fall, to be done by a concrete company. The black lines that were painted are not clean lines because of the construction of the pool. However, the company will attempt to redo them in the fall when the water is drained.

Tree Trimming – An additional estimate was received from CLC. Management is working to obtain one additional bid.

Sidewalks on Mallard – One building had their private sidewalks eroded by the ice melt chemical placed on the sidewalks by the snow removal company. After consulting with the association attorney, the Board has determined that the association is responsible for repairing the damage. Estimates were obtained previously and the board approved at the last meeting. The contractor has the work scheduled for the second week of July.

Deck Staining – A letter was sent notifying all owners with decks that their deck must be stained one of the approved colors by June 1, 2022. Several decks have been stained. Management will do an inspection of decks and send letters to those who are not in compliance.

Pressure Washing – Notice will be sent to the buildings that will be pressure washed and notice will also be placed on the mailboxes in those areas. The work is scheduled for July 20 and 21.

Sealcoating on Mallard – Approval was sent to contractor. This is now pending the contractor's schedule.

VI. NEW BUSINESS

Neighborhood Watch Meeting – Director Scott reported that nine people attended the meeting. This division is now referred to as Community Relations and Crime Prevention. Brooke Scott and Lauren Blanks have been the appointed contacts for the community. They will continue to work with the Campbell County Sheriff's Office on this.

Pool Drainage – CLC is working on a proposal for correcting the drainage around the pool to keep dirt, mulch and rock from washing into the pool area from Sprouse.

Pool Electrical Work – A junction box that controls the lights in the pool was damaged and has been repaired. A proposal for installing a better attic fan and thermostat to remove heat from the back room of the pool house was submitted. The board asked for an additional estimate.

Pool Cameras – There have been some issues with the connection for the cameras at the pool and a new DVR box has to be ordered. A motion was made (Snelick) and seconded (Hunter) to approve the estimate from Virginia Sentinel. Motion passed unanimously.

Exterior Maintenance – There are several homes that have trim and rake peeling and need to be addressed. Management will inspect the homes and give a list to a contractor for an estimate on doing all of the work at the same time and assessing those owners affected for their portion of the cost.

Removal/Appointment of Board Members – A motion was made (Scott) and seconded (Snelick) to remove Demond Bolden from the Board for being absent from several meetings consecutively with no communication or excused reason from the Board. Motion passed unanimously. A motion was made (Bennett) and seconded (Scott) to appoint Carrie Williams to fill the vacancy created by Demond Bolden's removal. Motion passed unanimously. A motion was made (Hunter) and seconded (Auwarter) to appoint Stefan Reinhardt to fill the remaining vacant position. Motion passed unanimously.

Board Positions and Terms are as follows:

Devin Snelick	President	2022
Stefan Reinhardt	Vice President	2022
Teresa Hunter	Treasurer	2024
Lauren Blanks	Secretary	2023
Cassidy Auwarter	Director	2024
Zak Hayes	Director	2023
Carrie Williams	Director	2023
Cheryl Bennett	Director	2022
Brooke Scott	Director	2024

VII. EXECUTIVE SESSION

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

After executive session, a motion was made (Hunter) and seconded (Snelick) to send several violation letters to owners. Motion passed unanimously.

VIII. NEXT MEETING DATE, TIME, LOCATION

The next meeting will be held on July 25, 2022 at 6 pm at Living Water Ministries – 1071 Waterlick Road, Lynchburg, VA 24502. Future meetings are listed online at www.braxtonpark.com.

IX. ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned at 8:12 PM.