



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

August 30, 2022

Pending Review/Approval at Next Board Meeting

	Name	Position	Term Expires
Board Members Present:	Devin Snelick	President	2022
	Stefan Reinhardt	Vice President	2022
	Teresa Hunter	Treasurer	2024
	Lauren Blanks	Secretary	2023
	Cheryl Bennett	Director	2022
	Carrie Williams	Director	2023
Board Members Absent	Zak Hayes	Director	2023
	Brooke Scott	Director	2024
	Cassidy Auwarter	Director	2024
Others Present:	Nikki Pritt	Association Manager	
	Terri Reinhardt	Owner	
	Chris & Paichat Kline	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 6:03 PM at Living Water Ministries located at 1071 Waterlick Road.

II. OWNERS FORUM

Terri Reinhardt asked the Board members present to introduce themselves. She also asked if there was an opportunity for the owners forum to be reopened at the end of the meeting to ask questions regarding any discussion that took place during the meeting. Owners present were reminded that the owners forum takes place at the beginning of the meeting during the first fifteen minutes of the meeting. Ms. Reinhardt was told that she could email management with any questions she had after the meeting.

Chris Kline asked if there were any plans to plant trees in the front of the townhomes on Rowse, as some of the newer buildings do not have them. Management responded that some of the buildings were built by a different builder and they did not install trees when the buildings were built. Mr. Kline was told that he could email the board for permission if he would like to plant a tree in front of his unit.

III. APPROVAL OF THE MINUTES

A motion was made (Hunter) and seconded (Reinhardt) to waive the reading of the July 25, 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 (Blanks) and seconded (Hunter) to approve the financials through July 31, 2022 and file for record. Motion passed unanimously.

V. UNFINISHED BUSINESS

Retention Pond Improvements – Management is requesting estimates on repairs to Pond B and Pond C. Pond C will be looked at by an engineer for suggestions before an estimate can be received for the work. Management contacted the original designer of the retention pond to take a look at the issue.

Tree Trimming – This will be scheduled during the appropriate time for tree trimming.

Sidewalks on Mallard – Because there have been several attempts to reach the contractor with no response, management was instructed to obtain estimates from different contractors.

Deck Staining – A follow up inspection will be conducted on all decks to find any decks that have not been stained. A hearing with the board of directors will be scheduled for any owner that has not stained their deck where subsequent noncompliance fees can be applied to the owners' account.

Sealcoating on Mallard – This item is scheduled to begin on September 6, 2022 in 2 phases. Notices and instructions have been mailed to all owners and residents, as well as posted on doors of all homes on Mallard Lane.

Pool Drainage – Management was asked to have a stormwater management company look at the issue and provide feedback.

Pool Electrical Work – An electrician came by to provide an estimate for installing a fan and thermostat in the backroom of the pool house. He is recommending that the room be conditioned to protect the computer equipment. He will send an estimate for both jobs.

Pool Cameras – The new NVR box has been installed and all cameras are operating as they should now.

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.

Runoff from Storage Company on Logan – Management is waiting on a response from Campbell County regarding this issue.

VI. NEW BUSINESS

Pond Fountain Repairs – The pond fountain motor has been removed from the pond in order to be replaced. The company is experiencing a shortage of motors and has an anticipated date of October before the motor will be installed.

Tree Removal at 218 Rowse – The tree behind 218 Rowse is leaning and the grounds company has recommended removal. A motion was made (Bennett) and seconded (Blanks) to approve the estimate from CLC to remove the tree behind 218 Rowse. Motion passed unanimously.

Planting Shrubs at Pool – A discounted estimate was received from CLC to remove the dead shrubs at the pool and replant. A motion was made (Blanks) and seconded (Hunter) to approve the estimate. Motion passed unanimously. Management will instruct CLC to plant at the appropriate time of season, preferably late September or early October when temperatures are cooler.

VII. EXECUTIVE SESSION

A motion was made (Hunter) and seconded (Snelick) to go into executive session to discuss possible violations, delinquent accounts and a personnel issue. Motion passed unanimously. After executive session, there was no action taken.

VIII. NEXT MEETING DATE, TIME, LOCATION

The next meeting will be held on October 4, 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 6:58 PM.