



## Braxton Park Homeowners Association

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HALL ASSOCIATES MANAGING AGENT-- 540-982-0011

213 S. Jefferson St., Suite 1007-- Roanoke, Va., 24011

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### ANNUAL MEETING MINUTES

November 27, 2017 6:00pm

**Pending Review/Approval at next Annual Meeting**

#### I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was not met. A quorum of 20% of the members holding votes is required for a quorum at the annual meeting of the membership. The meeting was called to order at 6:05 PM in the meeting room of the Forest Branch of the Bedford Public Library located at 15583 Forest Road in Forest with the intent to recess the meeting and reconvene at a later date to collect more proxies and/or have others present to meet the quorum requirements.

#### II. INTRODUCTION & PROOF OF NOTICE

Board members and Management Team were introduced. Proof of notice was established.

#### III. MINUTES FROM PREVIOUS ANNUAL MEETING

The minutes from the previous annual meeting, November 6, 2014 were distributed to owners previously. A motion was made and seconded to waive the reading of the annual meeting minutes from the previous meeting and approve as written. Motion passed.

#### IV. REPORTS FROM OFFICERS/DIRECTORS

Association Manager provided financial summary as of October 31, 2017.

Operating Account:	\$ 28,987.96
Reserve Account:	\$ 46,179.59
<u>Capital Reserve Account:</u>	<u>\$ 21,458.77</u>
<b>Total Combined Assets:</b>	<b>\$ 96,626.32</b>

**2018 Budget** – A copy of the 2018 budget was distributed to members. A dues increase to \$93.00 will take effect January 1, 2018. The reserve study was discussed. Members can view a copy of the reserve study online.

## V. ELECTION OF OFFICERS

There are four (4) seats open on the Board. One is a one year term and three are three year terms. Prior to the meeting, all owners were asked if they would be interested in serving on the Board of Directors. Five owners indicated that they would be interested and were placed on the ballot. The floor was open for nominations.

A motion was made by Josh Allen and seconded by Trish Webb to nominate Sherry Bell.

A motion was made by Josh Allen and seconded by Trish Webb to nominate Ted Bell.

A motion was made by Debbie Wooten and seconded by Freddy Black to nominate Demond Bolden.

A motion was made by Teresa Hunter and seconded by Debbie Wooten to nominate John Tatulli.

A motion was made by Freddy Black and seconded by LaVerne Stark to nominate Vernon Wooten.

A motion was made by Teresa Hunter and seconded by LaVerne Stark to nominate Bill Hunter.

The floor was closed for nominations. Those present were asked to vote for four of the six nominees listed on the ballot. Ballots were collected by Management. The vote was not counted.

## VI. NEW BUSINESS

**General Discussion** – There was brief discussion from the floor regarding the following issues:

- Children running/playing in the streets, between cars, being destructive to the grounds and personal property.
- Trash not being placed in trash cans.
- Communication to the membership.

The meeting was recessed at 7pm and will reconvene at a later date in an effort to meet the quorum requirements.

The meeting was reconvened at 6:15pm on December 18, 2017 at the Timbrook Library. A quorum was met with 86 owners represented in person or by proxy. Those present were asked to vote for four of the six nominees listed on the ballot. Ballots were collected by Management. Brynn Hubbard and Adam Moore were appointed as inspectors to assist Chrissy Greene with Management to count ballots. After the number of votes, ballots collected and remaining ballots

were verified, it was announced that Demond Bolden, John Tatulli, Bill Hunter and Vernon “Rip” Wooten were elected to the Board of Directors.

## **VII. ADJOURNMENT**

A motion was made from the floor to adjourn. The motion was seconded. Motion passed unanimously. Meeting adjourned at 7:07pm.