



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 MEETING

December 14, 2022

Pending Review/Approval at Next Board Meeting

	Name	Position	Term Expires
Board Members Present:	Devin Snelick	President	2025
	Stefan Reinhardt	Vice President	2025
	Lauren Blanks	Secretary	2023
	Carrie Williams	Director	2023
	Brooke Scott	Director	2024
	Cheryl Bennett	Director	2025
	Teresa Hunter	Treasurer	2024
	Misty Hook	Director	2024
Board Members Absent:	Zak Hayes	Director	2023
Others Present:	Chrissy Greene	Association Manager	
	Kathryn Camper		
	Jack Gray		
	Terri Reinhardt		
	Lavern Stark		

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with eight of nine board members in attendance. The meeting was called to order at 6:03 PM via Zoom.

II. OWNERS FORUM

Terri Reinhardt thanked the Board for getting the fountain repaired. She is concerned about the Facebook group, which was started with good intentions for sharing information. However, it is now becoming a platform for things that should be addressed within meetings. Also, Comcast is onsite, but they are making a muddy mess. In the past, Brooke had addressed her concerns, which included a concern about this type of issue. Will Comcast rectify this? The Board and management responded that the contractor is supposed to address all issues that they create.

III. APPROVAL OF THE MINUTES

A motion was made (Hunter) and seconded (Snelick) to waive the reading of the 10/20/22 and 11/10/22 minutes and accept them as written 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 (Williams) to approve the financials through November 30, 2022. Motion passed unanimously.

V. UNFINISHED BUSINESS

Retention Pond Improvements – Management will follow up with the contractor. He has not yet responded.

Tree Trimming – the work on the trees at the trash areas was completed. However, the work on the Crepe Myrtles that were to be trimmed back. Management will follow up with CLC. There is also tree at 130 Mallard 86 Rowse – trimmed back away from the deck. It's not her deck, it's the one 2 down from her. If you're on her deck facing the woods, it's 2 to the left. Where they took one tree down at the dumpster corral, there is a second tree that needs to be removed, two behind 130 Mallard that need to be evaluated to be taken. At top of Logan.

Sidewalks on Mallard – management followed up with other contractors again, but they still did not respond. Discussion ensued regarding whether or not to move forward with the one bid versus continuing to try to get additional bids. Management will attempt to get additional bids while the weather is cold, since this is not the ideal time of year for concrete work.

Deck Staining – After a follow up inspection of the decks, there were five decks remaining that had not been stained. Management will locate the owner information, so the Board can determine how to proceed.

Pool Drainage – Russ Orrison with Perkins and Orrison has not yet responded.

Runoff from Storage Company on Logan – Russ Orrison with Perkins and Orrison has not yet responded.

Pool Electrical Work – After review of the estimate from an electrician for different options on regulating the temperature in the back room of the pool house, the board would like additional time to look into the options further. President Snelick suggested additional bids for this work, since the first bid was too high. Discussion ensued regarding pros and cons of approving the work now versus delaying to get additional bids. There are holes throughout the room where vents have been created. The Board is concerned about the installation of a unit that would produce heat in a room with open ventilation. If the Board is going to consider going with a split system, the building needs to be evaluated first, so that the building ventilation issues can be addressed in conjunction with the heating/cooling. A motion was made (Snelick) and seconded (Reinhardt) to approve Option 3 of the Wingfield's Electrical Service bid, in addition to addressing the building issues related to the open vents on the door and walls. Motion passed unanimously.

Exterior Maintenance – Management performed an exterior maintenance inspection on the front of the homes. The Board discussed getting a contractor to price doing all exterior repairs and then assessing back the owners.

Pond Fountain Repairs – The pond fountain repairs are complete.

Snow Removal Agreement – discussion ensued regarding the bids that were available for review.

Blight Infestation – the second opinion was obtained from Bartlett. Bartlett's opinion was to treat the issue, not remove everything. A motion was made (Blanks) and seconded (Scott) to approve the Barlett bid for both treatment options. Motion passed unanimously.

Planting Trees on Mallard – CLC was asked to provide a quote for planting trees on Mallard. Management was asked to get a bid from Superior Landscaping.

VI. NEW BUSINESS

2023 Meetings – the Board is going to meet on the fourth Monday of every month at 6:00 PM at the Forest Public Library, 15583 Forest Road, Forest, VA 24551, unless otherwise noted. Please note, the January meeting will be held on the fifth Monday, which is January 30th, at 6 PM at the Forest Public Library.

Xfinity Agreement – a motion was made (Scott) and seconded (Reinhardt) to approve the amended exhibit. Motion passed unanimously.

VII. EXECUTIVE SESSION

A motion was made (Snelick) and seconded (Scott) to go into Executive Session to discuss a legal issue. Motion passed unanimously.

After Executive Session, a motion was made (Scott) and seconded (Reinhardt) to make a request of the Facebook moderator to remove any owner posting false information and defamatory, baseless accusations. The Facebook group for the community is not sponsored by the Board and is intended for sharing community information. Posting legal information or false, defamatory statements is improper. Motion passed unanimously.

VIII. NEXT MEETING DATE, TIME, LOCATION

The next meeting will be Monday, January 30th, 2023 at 6:00 PM at the Forest Public Library, 15583 Forest Road, Forest, VA 24551.

IX. ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned at 9:03 PM.