



Braxton Park Property Owners Association

HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
P.O. Box 20468 Roanoke, VA 24018

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BOARD MEETING MINUTES

March 5, 2026

Pending Review and Approval at Next Board Meeting

	Position	Name	Term Expires
Board Members Present:	President	Misty Hook	2027
	Vice President	Chris Kline	2026
	Treasurer	Teresa Hunter	2027
	Secretary	Kelly Long	2026
	Director	Terri Reinhardt	2026
	Director	Zach Williams	2028
	Director	Rhonda Jones	2027
Board Members Absent:	Director	Manny Rodrigues	2028
	Director	Cheryl Bennett	2028
Others Present:	Amanda St. Clair	Association Manager	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with 7 board members present. The meeting was called to order at 5:41 PM.

II. OWNERS FORUM

No owners wished to speak.

III. APPROVAL OF THE MINUTES

A motion was made (Hunter) and seconded (Jones) to accept the January 29, 2026 minutes as written. Motion passed unanimously.

IV. FINANCIAL REPORT

Review financials ending January 31, 2026:

Operating	\$ 18,127.56
Operating Reserve	\$ 20,027.44
Capital Reserve	<u>\$153,189.74</u>
Total Combined Assets	\$191,344.74

A motion was made (Long) and seconded (Kline) to approve the financials as presented through January 31, 2026. Motion passed unanimously.

V. BUSINESS

Drainage Behind Logan and Rowse and Car Wash Entrance

A walkthrough was recently conducted with Eddie Stengle of ES Lawncare to evaluate the drainage concerns behind Logan and Rowse, as well as at the car wash entrance. The purpose of this site visit was to assess the problem areas and determine the most effective course of action for repairs and long-term improvement. We will provide an update to the community once recommendations are finalized and a plan has been established.

Shrub Replacement, Exterior Maintenance Repairs, General Maintenance

A walkthrough of the community will be conducted by the Board and Management on March 18. During this inspection, attention will be focused on outstanding exterior maintenance items, dead shrubs in need of replacement, and general upkeep throughout the property.

In addition, the walkthrough will include a review of any vehicles that may be in violation of community rules and regulations.

Exterminating

Dodson Exterminating will continue to maintain the termite warranty for Braxton Park and inspect and treat as needed.

Pool Repairs and Opening

Our pool vendor is currently completing necessary maintenance, including removing the old paint from the pool surface, applying a fresh coat of paint, and resealing areas to help prevent leaks.

We are planning a soft opening for the pool on **Friday, May 15**. Pool registration forms will be mailed out in April, so please keep an eye out for those.

Community Safety

With the warmer weather arriving, it's great to see kids outside enjoying the community and getting a little spring energy out! We're fortunate to have a neighborhood where children can play and have fun.

Just a reminder that all children should be properly supervised while playing outdoors. For everyone's safety, please do not allow children to roam the community without adult supervision.

VI. EXECUTIVE SESSION

A motion was made (Reinhardt) and seconded (Kline) to go into executive session to discuss delinquencies and exterior maintenance. Motion carried.

After executive session, management will send follow up notice to owner about exterior maintenance.

VII. NEXT MEETING DATE, TIME, LOCATION

March 26 at 5:30 PM via Zoom.

VIII. ADJOURNMENT

With no other business to discuss, the meeting was adjourned at 7:55 PM.