



**Hall Associates**  
Commercial REALTORS since 1975

**Kenwick Place Homeowners Association**  
HALL ASSOCIATES, INC • MANAGING AGENT (540) 982-0011  
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**MINUTES – BOARD OF DIRECTORS MEETING**

July 22, 2024

**3751 Kenwick Trail, Roanoke, VA 24018**

**Pending Review/Approval at Next Board Meeting**

Board Members Present:	Archie Fralin	President	(2026)
	Elizabeth Kolendrianos	Secretary	(2027)
	Elaine Beaumont	Treasurer	(2026)
	Cynthia Barnhart	Director	(2025)

Board Members Absent:	Russ Merritt	Vice President	(2027)
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Others Present:	Chrissy Greene	Association Manager
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**I. DETERMINE QUORUM AND CALL TO ORDER**

A quorum was met with four out of five Board Members in attendance. The meeting was called to order at 3:06 PM at 3751 Kenwick Trail, Roanoke, VA 24018.

**II. OWNERS FORUM**

There were no owners present who wished to address the Board.

**III. MINUTES**

A motion was made (Barnhart) and seconded (Beaumont) to waive the reading of the April 15, 2024 board meeting minutes, May 20, 2024 organizational meeting minutes and June 14, 2024 walk-through board meeting minutes and accept them as written. Motion passed unanimously.

**IV. FINANCIAL REPORTS**

A motion was made (Beaumont) and seconded (Barnhart) to approve the financials as approved through 06/30/2024. Motion passed unanimously.

Operating Account:	\$ 15,275.85
Operating Reserve Account:	\$ 13,509.97
Capital Reserve Account:	<u>\$117,542.77</u>
Total Combined Assets:	\$146,328.59

**V. COMMITTEE REPORTS**

**Nominating Committee**

**Chairperson/Archie Fralin**

No report.

**Social Committee**

**Chairperson/TBD**

Former Chairperson Mary Ahearn has indicated her willingness to serve on the Committee, but not to continue as Chair. The Board will approach another owner about interest in service.

**Neighborhood Security Committee**

**Chairperson/Chris Bohannon**

No report.

## Landscape Committee

Chairperson/Cynthia Barnhart

**3743** – request was submitted to plant lirioppe around Crepe Myrtle. A motion was made (Beaumont) and seconded (Kolendrianos) to approve the request as submitted. Motion passed with three in favor and one abstention (Barnhart).

Some of the plantings that were installed in early Spring are dying from lack of water. All approval letters going forward will indicate that watering is the owner's responsibility. The Board will replace the dead shrubs in the Fall.

## Architectural Committee

Chairperson/Marshall Gillespie

**3752** – a request is under review for removal of stairs on the rear and addition of a vent for the half bath.

## VI. BUSINESS

### Tree Smart Bids

**3794 Front Tree** – there was a bid for trimming of the tree in front of 3794 versus removal of the tree. The bid for trimming the tree is \$880, which is for "thinning, uplifting, dead-wooding and reducing the crown by 25%". The cost for removal of the entire tree and grinding the stump is \$1,950. A motion was made (Fralin) and seconded (Beaumont) to approve the bid for proper pruning of the tree in front of 3794. Motion passed unanimously.

**Clean-up Behind 3760-3766** – a request was made for clean-up of the "poles" that fell in the cleared area. There is an open area of natural landscaping where the trunks fell. A bid of \$700 was obtained for cutting these larger logs/trunks/poles up and hauling them offsite. A motion was made (Fralin) and seconded (Beaumont) to have these four large logs/trunks/poles cut up and hauled offsite. Motion passed unanimously.

**TJS Bids** – a motion was made (Barnhart) and seconded (Kolendrianos) to restate for record the approval of the estimate for the work that was cited in the walk-through. Motion passed unanimously.

**Website** – the new website is [www.kenwickplace.com](http://www.kenwickplace.com).

## VII. EXECUTIVE SESSION

A motion was made (Beaumont) and seconded (Fralin) to go into Executive Session to discuss a violation and an owner's account. Motion passed unanimously.

After Executive Session, a motion was made (Beaumont) and seconded (Barnhart) to send three violation letters. Motion passed unanimously.

## VIII. DATE, TIME & LOCATION OF NEXT MEETING

The next meeting will be on Monday August 19<sup>th</sup> at 3:00 PM at 3794 Kenwick Trail.

## IX. ADJOURNMENT

The meeting was adjourned at 4:46 PM.