



Hall Associates
Commercial REALTORS since 1975

Kenwick Place Homeowners Association
HALL ASSOCIATES, INC • MANAGING AGENT (540) 982-0011
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Chrissy Greene/V.P. of Association Management – cgreene@hallassociatesinc.com

MINUTES – BOARD OF DIRECTORS MEETING

November 18, 2024

3794 Kenwick Trail, Roanoke, VA 24018

Pending Review/Approval at Next Board Meeting

Board Members Present: Archie Fralin President (2026)
Russ Merritt Vice President (2027)
Elizabeth Kolendrianos Secretary (2027)
Cynthia Barnhart Director (2025)

Board Members Absent: Elaine Beaumont Treasurer (2026)

Others Present: Chrissy Greene Association Manager

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 3:01 PM at 3794 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 (Fralin) and seconded (Merritt) to waive the reading of the October 21, 2024 board meeting minutes and accept them as written. Motion passed unanimously.

IV. FINANCIAL REPORTS

A motion was made (Merritt) and seconded (Barnhart) to approve the financials as approved through 10/31/2024. Motion passed unanimously.

Operating Account: \$ 12,968.86
Operating Reserve Account: \$ 13,639.06
Capital Reserve Account: \$122,913.43
Total Combined Assets: \$149,521.35

V. COMMITTEE REPORTS

Nominating Committee

Chairperson/Archie Fralin

No report.

Social Committee

Chairperson/Ann Stobbelaar

The money has been paid to the facility for the Christmas party. The menu is set. Save the date notices have been sent out. As a friendly reminder, the event will be on Thursday, December 5th at 419. The start time for the event is currently set for 6 PM – 8 PM. Please RSVP to Ann Stobbelaar at annstobb@cox.net.

Neighborhood Security Committee

Chairperson/Chris Bohannon

No report.

Landscape Committee

Chairperson/Cynthia Barnhart

No report.

Architectural Committee

Chairperson/Marshall Gillespie

3729 – a request was submitted to replace her roof. A motion was made (Fralin) and seconded (Merritt) to approve the request as submitted. Motion passed unanimously.

VI. BUSINESS

3794 Front Tree – the trimming of this tree is still pending.

Capital Reserve Study Review – the study was reviewed. The Board would like to get two or more contractors to assess the condition of the asphalt in the Spring. If the contractors feel that work needs to be done, the Board would like to get bids for the work they propose. This is a project to be revisited in late Spring. The study calls for crack filling, patching and sealcoating in late Spring. Discussion ensued regarding the underground corrugated drain lines. The documents are unclear, but the general consensus is that the underground corrugated drains that connect to the downspouts and carry the water to the street are the association's responsibility. In the event that replacement is necessary, the association will look into the cost of doing a certain number of these each year.

Website – the new website is www.kenwickplace.com.

VII. EXECUTIVE SESSION

No Executive Session was needed.

VIII. DATE, TIME & LOCATION OF NEXT MEETING

The next meeting will be on Monday January 20th at 3:00 PM at Kenwick Trail.

IX. ADJOURNMENT

The meeting was adjourned at 3:53 PM.