



Village at Tinker Creek Homeowner's Association
HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
P.O. Box 20468 Roanoke, VA 24018

Chrissy Greene/Vice President of Association Management – cgreene@hallassociatesinc.com
Amanda St. Clair / Association Manager – astclair@hallassociatesinc.com

MINUTES
BOARD OF DIRECTORS MEETING

August 21, 2026

Pending Review/Approval at Next Board Meeting

Board Members Present:	Cathy Lindstrom	President	2027
	Gayle Jessee	Treasurer	2028
	Linda Ennis	Secretary	2026
	Tom Edwards	Director	2026
	Linda Franklin	Vice President	2027

Board Members Absent:

Others Present: Amanda St. Clair Association Manager

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with 5 Board members in attendance. The meeting was called to order at 10:00 AM in the Clubhouse of Village at Tinker Creek.

II. OWNERS' FORUM

President Lindstrom opened the meeting and discussed two key points from the previous meeting. She explained the process for appealing committee decisions to the board, using a recent case as an example where the board granted the appeal. She also clarified the proper procedures for board meetings, emphasizing that comments should be limited to the designated open forum and should avoid identifying specific homeowners.

President Lindstrom discussed parking issues on North Battery Street, noting that the narrow street becomes obstructed when two cars park beside each other, creating problems for emergency vehicles. She reported receiving feedback from residents about potential solutions. Another owner who lives on North Battery said that they did not think there was a problem with parking.

New residents Ann and Jacob introduced themselves as recently moving to South Battery and Sumpter Place.

An owner reported a light on Flora Farm that is out and another owner asked about entrance lights and status of the fountain in the pond.

III. READING OF THE MINUTES FROM PREVIOUS MEETING

Draft minutes are posted on the cork board in the library, as well as on the website. A motion was made (Franklin) and seconded (Jessee) to waive the reading of July 17, 2026, meeting minutes and accept them as written. Motion passed unanimously.

IV. FINANCIAL REPORTS

Account Summaries – The Board received the financial reports through July 31, 2026 for review. The account balances through July 2026 are:

- Operating Account Balance - \$12,809.23
- Operating Reserve Balance - \$ 14,569.90
- Capital Reserve Balance - \$106,276.35
- **Total Combined Assets - \$133,655.48**

A motion was made (Ennis) and seconded (Franklin) to approve the financials through July 31, 2026. Motion passed unanimously.

V. COMMITTEE REPORTS

Community Engagement/Social Committee Report –

Social Committee Report

August 21, 2026

Plans are underway for a fun afternoon to celebrate the end of summer with our End of the Summer Bash. This event will include an ice cream sundae bar, Bingo with prizes, Beatles tribute music, and a special door prize drawing for youngsters ages 12 and under.

Committee volunteers delivered flyers to every home in the Village to help spread the word. Everyone is invited – neighbors, family, friends, and children! We have asked for RSVPs so as to ensure we have enough ice cream!

We will also be welcoming fall with a casual evening on the deck on Monday, September 28th. Neighbors are invited to bring whatever they wish to drink and an appetizer to share.

No program, no fuss – just a chance to relax, mingle, and enjoy the company of neighbors.

After taking the summer off, the Social Committee is back in the saddle with lots of ideas for more Village bonding.

Respectfully submitted,

Caroline Hodges

Clubhouse Maintenance Report

President Lindstrom reported that she has taken over responsibility for the clubhouse maintenance following Annette's decision to step away from the responsibility to spend more time being a full-time grandparent. She also reported that a recent termite inspection was conducted at the clubhouse, and no evidence of termites was found.

Landscaping/Pond/Park

We are in the process of obtaining a quote for a privacy barrier behind the clubhouse and a homeowner's property. This will be submitted to the Board once it is established what will be planted.

A homeowner on South Battery has requested the undergrowth behind his property be cleared. This homeowner has cared for these trees since he purchased his home, not realizing it was HOA property. The quote was submitted to the Board for approval and was approved August 12, 2026.

The fountain for the pond has been ordered and will be installed by TJS.

Our next landscape meeting will take place in September. We will send out notification once the exact date has been decided.

Theresa Edwards
Landscape Chairperson

Architectural Review Committee (ARC)

Mission Statement

The Architectural Review Committee (ARC) of the Village at Tinker Creek Homeowners Association is dedicated to preserving and enhancing the aesthetic appeal, property values, and overall quality of the community. Our mission is to ensure that all architectural modifications and new constructions within the community adhere to established guidelines and standards that reflect the harmonious and cohesive vision of our neighborhood.

Purpose Statement

The purpose of the Architectural Review Committee (ARC) is to ensure that any exterior changes or additions to homes within the community are consistent with the established design and aesthetic standards and comply with governing documents and local building codes. This helps maintain property values and creates a cohesive appealing neighborhood look.

As always, I want to recognize the outstanding ARC Team. They make time to review requests thoroughly, visit sites when necessary, ask thoughtful questions, and make decisions based on CCR's and ARC guidelines. They are critical thinkers who are dedicated to our Village. I am grateful for the opportunities to work alongside them.

Change requests approved by ARC include:

- 731 South Battery Drive, paint entire house including shutters and trim
- 739 South Battery, install windows in garage door
- 813 Sumpter Place, replace roof with similar color, and clean gutters

The ARC recently streamlined the approval process for change requests. This revised process offers faster response time to the homeowners. The ARC Committee has a decision-making period for up to thirty days from the date of receipt of the Architectural Change Request form to ensure compliance. To date, the Committee has responded to the homeowner within one to two weeks from date of receipt of the appropriate form. Revised forms, dated May 2026, can be found online or in the VATC Clubhouse library.

We encourage homeowners to contact any ARC Committee member for questions, comments, and suggestions.

Respectfully Submitted,

Gerri R. Wade, Chairperson

Communication Committee Report

Barbara Hassell thanked Caroline for filling in her absence. They will continue to send out calendars, birthdays and “did you know”

Communication Committee /Division of responsibilities:

Barbara Hassell-Editor -Email: hassellbarbarao@gmail.com

Linda Ennis-Gather materials -Email: lindaennis50@outlook.com

Andy Daly-Write Articles-Email: horsepoopdaily@yahoo.com

Lynne Croner-Computer Processing Email: ellencroner@gmail.com

VI. BUSINESS

Stop Signs and Playground Request

President Lindstrom provided updates on two new business items: stop sign placements and a potential playground donation for a sick child. Stop signs have been installed at North Battery and other locations, with two more needed. Regarding the playground request, more information is needed before making any decisions.

Snow Removal Contract

President Lindstrom reported that the current snow removal vendor is reducing its snow removal services. The Board discussed the need to seek alternative proposals for snow removal services. Vice President Franklin tried to obtain proposals from several snow removal providers in the area. She reported that most of the companies contacted were landscaping companies that required the Association to also contract with them for landscaping services to provide snow removal.

Vice President Franklin disclosed that a friend of her son owns Sellers Landscaping Company. She reported that Sellers Landscaping Company agreed to provide a proposal for snow removal services without requiring the Association to contract them for landscaping services. The company indicated that it would like the opportunity to submit a proposal in the future if the Association solicits bids for landscaping services.

A motion was made by Lindstrom and seconded by Ennis to accept the snow removal proposal from Sellers Landscaping Company. The motion passed, with Director Edwards abstaining.

Board Nominations / Annual Meeting

Amanda St. Clair with Hall Associates announced that nominations are open for three board positions at the upcoming annual meeting on November 20th, with two current terms ending and one vacancy due to Linda Franklin stepping down. She requested interested candidates submit biographical information by late September to allow time for pre-printing ballots and mentioned plans to hold candidate forums in October like the previous year. Amanda also confirmed that proxies will be mailed to homeowners who cannot attend the annual meeting, with a note to be added about using proxies for those unable to attend.

Entrance Lights

The Board discussed the entrance lights and the need to obtain a second opinion regarding the necessary repairs. Solar lighting options may also be considered. Management reported that the underground wiring has been cut and that repairs would require extensive underground boring.

Forms – there are copies of forms in the library for owners who may need to submit a change request or form for the Board or a committee’s review.

Website – please accept this friendly reminder to use the association’s website to access the Clubhouse calendar, change request forms, board and committee meeting announcements, minutes, and other valuable resources. www.vatcreekhoa.com The password to the protected section of the site is VATC6101. The password will be updated periodically.

VII. EXECUTIVE SESSION

VIII. NOTICE OF NEXT MEETING

The next board meeting will be held September 18, 2026 at 10:00 am at the Clubhouse.

IX. ADJOURNMENT

The meeting was adjourned at 11:23 am.