



**Village at Tinker Creek Homeowner's Association**  
HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011  
112 Kirk Ave SW - Roanoke Virginia 24011

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**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
January 17, 2025

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

Board Members Present:	Cathy Lindstrom	President	2027
	Linda Franklin	Vice President	2027
	Linda Ennis	Secretary	2026
	Gayle Jessee	Treasurer	2025
	Tom Edwards	Director	2026
Board Members Absent:	None		
Others Present:	Chrissy Greene	Association Manager	
	Amanda St. Clair	Association Manager	
	Lynne Croner	Owner	
	Cindy Gochenour	Owner	
	Caroline Hodges	Owner	
	Sue Lawrence	Owner	
	Susan Lively	Owner	
	Becky Mills	Owner	
	Jack and Cheryl Mundy	Owners	
	Carolyn Sloan	Owner	
	Gerri Wade	Owner	
	Annette Wickham	Owner	
	Lynne Yates	Owner	

**I. DETERMINE QUORUM AND CALL TO ORDER**

A quorum was met with all five Board members in attendance. The meeting was called to order at 10:03 AM in the Clubhouse of Village at Tinker Creek.

**II. 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 the December 13, 2024 Board meeting minutes and accept them as written. Motion passed unanimously.

**III. FINANCIAL REPORTS**

**Account Summaries** – the Board received the financial reports through November 30, 2024 for review. The account balances through December 2024 are:

Operating Account	\$ 2,281.41
Operating Reserve Account	\$ 14,015.60
Capital Reserve Account	\$134,229.17
Total Combined Assets	\$150,526.18

A motion was made (Franklin) and seconded (Jessee) to approve the financials as presented through December 2024. Motion passed unanimously.

#### IV. COMMITTEE REPORTS

##### Community Engagement/Social Committee Report –

Written Report:

Community Engagement/ Social Committee Report  
VATC BOD - 1/17/2025

With the new year, our committee continues to expand as we welcomed two new members, JoAnn Reddout of South Battery and Dana Kandis of Gaston.  
Many hands make our FUN WORK even more fun!

**An official mission statement was created for this committee and reads as follows:**

*The Community Engagement Committee is dedicated to fostering a vibrant, connected community by organizing fun, inclusive activities that bring neighbors and friends together. Through themed dinner events, social gatherings, and creative initiatives, we strive to create opportunities for residents to engage, build lasting relationships, and enjoy the sense of camaraderie that makes our neighborhood a truly special place to live.*

**2025 Plans**

February 8<sup>th</sup> – Italian Dinner Event (Linda Franklin)  
May 3<sup>rd</sup> – Kentucky Derby Event (Barbara Eanes and Caroline Hodges)  
June 6<sup>th</sup> – 50s-60s Music on the Deck  
June 21<sup>st</sup> – Summer Park Party (Glenda and Jim Nicholson)  
July 25<sup>th</sup> – 70s-80s Music on the Deck  
October 4<sup>th</sup> – Oktoberfest Event  
November 15<sup>th</sup> – Turkey Walk and Food Drive  
December 2<sup>nd</sup> – Deck the Halls and Open House at the Clubhouse (with Caroling)  
December 12<sup>th</sup> – Christmas Dinner

**Dates to be Determined:**

Craft Day  
Candy/Cookie Exchange  
Food Truck

Submitted by Caroline Hodges

**Clubhouse Committee** – Chair Annette Wickham presented a written report.

Written report:

The ceiling in the hallway has been repaired by Legacy Home Builders.

The old piano has been donated and Linda Franklin made a generous donation of an electric piano. It is being stored in the library closet under lock and key. There are (8) keys, each board member has one and myself and Caroline Hodges have a key because we are the committee chairs along with Becky Mills as part of the security team for the clubhouse.

Richard and our son installed a shelf in the library closet to store all the table cloths we have.

We discussed updates to the clubhouse for 2025 to include interior painting, furniture for the living room and a new refrigerator.

We also discussed changing our internet service provider from Cox to GloFiber. I have a few items to present to the Board for approval.

1. The first is to have Burrows Professional Painting paint the clubhouse entry area and living room, as well as the front bathroom and a cost of \$1,650. I have the proposal from him and he and his crew can complete the work the first week of February.
2. The old refrigerator is leaking and could damage the floor underneath it. I have found a GE 21.9 cubic foot refrigerator at Lowes, currently on sale for \$749 and can use my Lowes card for an additional 5% off, which would cover the cost of them hauling away the old one. The sale price ends on January 22<sup>nd</sup>. Then, the price will be \$1,099.
3. We do not have a contract with Cox and the internet is bad. We currently pay \$80.57 monthly for 100 mbps upload speed. I have talked with GloFiber and with a 3-year contract, we will get 300 mbps upload speed for \$97 plus taxes.

Annette Wickham

Clubhouse Chair

A three-year contract with GloFiber would be \$97/month plus taxes plus a \$100 installation fee. The speed more than triples. A question was posed to the Committee if Cox offered anything comparable. Annette Wickham responded that Cox offered booster pods, but they are not effective. The committee obtained a bid for painting the entire clubhouse. The price was \$7,600 for all interior doors, trim and walls. Alternatively, a price was obtained for only the entryway, living room and bathroom up front, which was \$1,650. The work can be completed the first week of February. Becky Mills asks the Board to consider the Committee's recommendations in their decision.

The Board discussed the proposals. A motion was made (Franklin) to have the entire clubhouse painted at this time at a cost of \$7,600. The motion was seconded by (Jessee). Tom Edwards stated that he disagreed and feels that additional bids should be solicited. He feels that the deck should be a priority. The motion passed with four in favor and one opposed (Edwards).

A motion was made (Ennis) and seconded (Jessee) to make the transition from Cox to GloFiber. Motion passed unanimously.

The Committee obtained bids on 3 different refrigerators. All three were within a couple of dollars of \$749. There is a \$50 fee for removal of the old appliance. The Committee member has a discount to be able to get an additional percentage off, bringing it to approximately \$730. The appliance is in stock. The price is good through January 22<sup>nd</sup>, at which time the price increases to \$1,099. Director Edwards inquired if the Committee had sought any scratch and dent options. Committee Chair Wickham responded that she has not been in the stores. She has been searching online and the scratch and dent options. A motion was made (Ennis) and seconded (Jessee) to approve the purchase of a replacement refrigerator at a cost not to exceed \$800. Motion passed unanimously.

Landscape/Pond/Pard Committee Report –

Written report

**Snow Removal & Salting Budget for 2025      \$3,049.00**

**Cost for plowing and salting to date 2025      \$2,220.00**

**Downed trees from ice storm to include stump removal in 2024**

Stump removal includes grinding stump, grass and hay **\$300.00**

Tree removal includes hauling tree to landfill **\$800.00**

**In case of ice TJS enterprises will salt all the roads in the HOA**

**This service includes areas at the clubhouse**

**2 Trees** above Seneca and North Battery were damaged last year and a cost to HOA was submitted to have downed trees by storm damage was paid to TJS enterprises. Homeowner contacted Hall and TJ contacted, No recorded cost to landscape. Hall will have an invoice if needed.

**VDOT was contacted 3** times by phone during the recent weather and no definitive answer on when they could take on their responsibility to brine our main Roads. An email was sent to VDOT requesting if we were on their schedule and that since we've lived here not once has the county fulfilled this obligation, thus the reason we use TJS enterprises. No reply from VDOT at this time.

**Trafalgar Concerns** The plows did remove parts of snow on this road according to a homeowner, we spoke with TJ and verified that plowing was done. The homeowners have been notified several times throughout the years the plowing will block your driveways and it is up to the homeowner to remove that snow. We send out a handy man list they may contact for snow removal at their cost. One homeowner contacted TJS after the initial plowing and salting and he did go and remove this snow and added salt to Trafalgar, this may be a cost back to us since TJ was contacted without prior approval to add more salt. I'm not sure we want to set a precedent for homeowners asking for services that are not covered in their HOA fees.

**Unpredictable weather** The winter months can deplete our HOA funds so this should be a matter to keep in mind when other expenditures are made.

**Pond**

**TJS enterprise was delayed** installing rip rap around the pond due to inclement weather. TJS will also remove the down limb over the pond from ice damage, a cost to be added to the HOA.

**ROCK WALL at Pond** The rock wall located at the pond area has **severe** cracks. Norm Mason was to have this looked at and at this time we have no word from Norm whether the wall is stable or if he actually followed through. Pictures were sent to Hall last Spring. This should be an area inspected before we possibly have issues with the wall. Amanda at Hall will look at getting estimates to check on a cost for repairing the rock wall.

**Park**

Nothing to add.

**Landscape**

Landscape Chairperson has requested Storm drain non-compliant from Roanoke County be turned over to the BOD as it is an infrastructure issue and not under landscape. Catherine Lindstrom is in contact now with Roanoke County regarding the filters and as mentioned from Daniel Hood the trash baffle appears not to be in place.

**We'd like to remind all members, including the BOD any landscape issues to be submitted to landscape.**

Architectural Review Committee Report –

Written report

ARCHITECTURAL REVIEW COMMITTEE  
JANUARY 16, 2025

The last two applications for changes were completed in November and December 2024:

- Solar panels at 1040 Big Ben, applied November 24, approved on receipt December 9, 2024
- Replace roof at 734 S Battery Drive, applied December 8, 2024, approved on receipt December 9, 2024

No new applications have been received to date.

The Committee remains intent on developing an appeals process, revamping the application, and formalizing the process with the new BOD.

Homeowners are encouraged to contact any Committee member to make suggestions, voice concerns or ask questions.

Respectfully submitted,

Gerri Wade, Committee Chairperson

#### Communication Committee Report –

Written report

Division of responsibilities:

Barbara Hassell – Editor – email: [hassellbarbarao@gmail.com](mailto:hassellbarbarao@gmail.com)

Linda Ennis – gather materials – email: [lindaennis50@outlook.com](mailto:lindaennis50@outlook.com)

Andy Daly – write articles – email: [horsepoopdaily@yahoo.com](mailto:horsepoopdaily@yahoo.com)

Lynne Croner – computer processing – email: [ellencroner@gmail.com](mailto:ellencroner@gmail.com)

Mission Statement: the goal of this committee is to disseminate relevant information to our VATC community for all members to feel included and valued.

Newsletter title: The Village Voice

The first newsletter will be sent out at the end of January. Following that it will be sent out bi-monthly. The first newsletter will be printed and distributed in person by board members to their designated streets. During that time, we will also find out who prefers printed versus electronic copies.

What should be included in first newsletter:

A short bio of each board member with a picture. Please email the committee before 01/17/2025.

Report from each committee, please send by 01/17/2025: invitation to anyone wanting to help on a committee.

Communications

Community Engagement (formerly Social Committee)

Landscaping

Clubhouse

Architectural

Future newsletter contents include, but are not limited to: recognition of a homeowner, reports from committees, resources (recycling locations, shredding events, etc...) Information from the county, VWCC and Hollins on adult education courses, items wanted or for sale, man on the street, trivia question, and puzzles.

## V. NEW BUSINESS

**Assignment of streets to each board members** – the board member will be distributing communications to certain streets and serve as the initial point of contact for concerns and communication.

**Bidding process** – the board needs to consider what threshold should be set for committees to spend without seeking board approval, what threshold should be set for obtaining bids, when practicable, etc... A motion was made (Franklin) and seconded (Ennis) to set a capital threshold for \$1,000 for committees to get bids and board

approval prior to taking any action. Otherwise, the committees may work within their operating budgets (\$1,500 Community Engagement/Social, \$200 Welcome sub-committee, \$650 Clubhouse Committee and \$650 Communication Committee). The budget will be more clearly defined in 2026. Motion passed unanimously.

**Responsibility for snow removal and grounds maintenance** – a question was posed regarding responsibilities for snow removal and grounds maintenance on individual lots. For example, on the border of Seneca and Plantation, the severe winds associated with Hurricane Helene, a large number of evergreens were impacted. One large tree split in half, leaving her home clearly visible from the street. Those trees were initially planted as a privacy screen. The owner is inquiring as to whose responsibility it is to replace the tree. The tree is located along Plantation behind 750 Seneca. The Board's policy, going forward, will be that the association will only handle repairs, maintenance and replacement on association owned property, outside of the mowing that is performed in the landscaping contract.

**Audit** – the Board will engage a CPA to perform a full financial audit of 2024 financials in the first half of 2025.

**Status of construction** – there are 2 properties left for the developer to sell.

## **VI. OLD BUSINESS**

**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.vatcreekhwa.com](http://www.vatcreekhwa.com) The password to the protected section of the site is VATC6101. The password will be updated periodically.

## **VII. OWNER'S FORUM**

Carolyn Sloan stated that there are complications with the Board's policy regarding responsibility being determined by who owns the property. For example, on North Battery, all of the Maple trees planted between the sidewalk and the road are considered HOA property, in the easement, even though the sidewalks are no longer there.

Lynne Yates asked about the entrance that comes in off of Plantation. She is requesting a No Soliciting sign be posted at that entrance. There was previously a sign at that entrance, but it is no longer there. She would also like to request a new bookcase in the library when the Committee looks into replacing the furnishings. Gerri Wade stated that Norm Mason had previously agreed to install a new sign. Ms. Yates also reminded Cardiff Court had an extra house squeezed into that area and the survey was not updated with Roanoke County. Part of her property is now on the neighbor's property. It took quite a bit of work to get that worked out prior to closing.

## **VIII. EXECUTIVE SESSION**

There was no need for an Executive Session.

## **IX. NOTICE OF NEXT MEETING**

The next Board meeting will be at the Clubhouse. The Board will plan to meet on the third Friday of every month at 10 AM through June. The 2025 meeting schedule is as follows: February 21<sup>st</sup>, March 21<sup>st</sup>, April 18<sup>th</sup>, May 16<sup>th</sup>. The Board will look into evening meetings in June.

## **X. ADJOURNMENT**

The meeting was adjourned at 11:33 AM.