



Village at Tinker Creek Homeowner's Association
HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
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MINUTES
BOARD OF DIRECTORS MEETING
February 21, 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:	Amanda St. Clair	Association Manager	
	Brintha Gibson	Owner	
	Carolyn Sloan	Owner	
	Gerri Wade	Owner	
	Theresa Edwards	Owner	
	Cliff Lively	Owner	
	Susan Lively	Owner	
	Sue Lawrence	Owner	
	Lynne Yates	Owner	
	Andy Daly	Owner	
	Annette Wickham	Owner	
	Barry Jones	Owner	
	Judy Jones	Owner	
	Dixie Chittum	Owner	
	Lynne Croner	Owner	
	Richard Ennis	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 10:00 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 and seconded to waive the reading of the January 31, 2025 Board meeting minutes and accept them as written. Motion passed unanimously.

III. FINANCIAL REPORTS

Account Summaries – the Board received the financial reports through January 31, 2025 for review. The account balances through January 2025 are:

Operating Account	\$ 11,833.83
Operating Reserve Account	\$ 14,790.38
Capital Reserve Account	<u>\$137,652.63</u>
Total Combined Assets	\$164,276.84

A motion was made (Jessee) and seconded (Edwards) to approve the financials as presented through January 2025 and to move capital reserve money into CDs keeping at least 50% of the reserves as liquid assets. The board will discuss and determine how they wish to purchase the CDs. Motion passed unanimously.

IV. COMMITTEE REPORTS

Community Engagement/Social Committee Report –

Written Report:

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

Freshly painted and decorated in an Italian theme, comments were flying...

“wow I can’t believe how nice it looks in here, did we paint?”

48 Village residents smiled, socialized, and ate their way through a fun night of Italian feasting!

Gathering around the fireplace, which was burning bright, gave the clubhouse a warm homey feeling. Enjoying appetizers, wine and sparkling cider helped everyone prepare for the big feast that occurred in the dining room at 6 PM.

9 hard-working waiters served each table with a smile! Tickets were collected for the finale and the gift basket presented to the winner.

The community engagement group keeps growing with two new members to the committee. A night of memories was definitely created here in our village.

2025 Plans

May 3rd – Kentucky Derby Event (Barbara Eanes and Caroline Hodges)

June 6th – 50s-60s Music on the Deck

June 21st – Summer Park Party (Glenda and Jim Nicholson)

July 25th – 70s-80s Music on the Deck

October 4th – Octoberfest Event

November 15th – Turkey Walk and Food Drive

December 2nd – Deck the Halls and Open House at the Clubhouse (with Caroling)

December 12th – Christmas Dinner

Dates to be Determined:

Craft Day

Candy/Cookie Exchange

Food Truck

Submitted by Linda Franklin

Clubhouse Committee Report -

Written report:

Good morning, we have been busy at our clubhouse in the last month.

A new refrigerator was purchased at a cost of \$828.26.

Glofiber was installed on February 17.

The clubhouse was painted, with the exception of the bathroom beside the exercise room. The Board of Directors approved the painting contract of \$7,600. But when Burrows painting saw the hall ceiling had been patched because of our roof leak and repair he suggested that it would be very noticeable if we did not paint it. That was an additional cost of \$500. I told him to do it. I was not thinking about needing approval. I am new to this type of situation, and I am learning as I go. I hope the board approves this change order. The crew did a great job and our clubhouse looks great.

We have found new furniture for the living room. A sofa and two love seats in leather and a lovely painting to go over the fireplace at a cost of \$3,317.37. The furniture was on sale at 50% off and a 10% refundable deposit was placed to hold the furniture until this board meeting. The clubhouse committee voted in favor of this purchase at our meeting on February 7.

We checked at Grand Home, the cost for the sofa and two loveseats was \$4,642.85 no painting.

We also checked Ashley and the cost for the sofa and two love seats was \$3,907 no painting included.

We are monitoring how much we have in the reserve study and do not want to exceed what is available.

Total painting cost \$8,100.

Refrigerator \$828.26

New furniture not to exceed \$3,500 totals \$12,428.26

On February 16, after the rain. I went downstairs to check on things and there was water that looked like it came in through a crack in the wall. This needs to be addressed.

Submitted by Annette Wickham

Landscape/Pond/Pard Committee Report –

Verbal report by Theresa Edwards

The landscape committee has started spring cleanup. They are also working on putting together a budget for the park to be created once the developer is complete. It was suggested that a notice should be posted stating it is private property.

The geese are starting to come back. Owner Skip Folks has been diligently pursuing the eradication of the geese.

The Flora's have dumped a bunch of plastic plant pots in the area of the park. These will need to be cleaned up.

Architectural Review Committee Report –

Written report

ARCHITECTURAL REVIEW COMMITTEE

February 21, 2025

With regrets, the ARC Committee recently accepted the resignation of Lynne Yates. Lynne was a valuable dedicated member who willingly shared her talents and knowledge.

To date, three (3) requests for exterior changes were received, approved by ARC, and sent to the Board of Directors (BOD) for final approval:

- 771 Seneca Drive: construct a porch above the current deck. No roof. Design, materials and colors consistent with VATC community.
- 1008 Greenville Place: increase length of back patio by four (4) feet using 18"x18" concrete blocks to match/coordinate with current blocks.
- 730 South Battery Drive: requested approval to paint front door. Color consistent with community.

An ARC mission statement has been created, in addition to updated forms and processes for exterior of homes. Our mission statement, as stated on the Architectural Request Process document, is:

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.

On BOD approval, the following updated forms will be available on the VATC website:

- Architectural Request Process – Exterior
- Architectural Change Request – Exterior
- Architectural Record of Denial
- Architectural Record of Appeal

The ARC Committee is in the process of increasing membership. Orientation will be scheduled for new members.

Respectfully submitted,
Gerri R. Wade, ARC Chairperson
gerrivadc@gmail.com

Communication Committee Report –

Written report

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

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

The first newsletter was hand delivered by the board of directors. We received positive feedback; however, some residents were not home. Next newsletter will be emailed to residents per request and about 30 copies will be printed and delivered by communication committee to residents who do not have email access the last week of March. The committee will work with the board to get names and addresses of neighbors for hand delivery.

Price verses benefit: Gayle suggested about 30 copies should fit the budget.

March Issue to include:

Reports from each committee will be published in newsletter. Please send to communication committee by 03/20/2025. Please limit the report due to limited space.

An open invitation to anyone wanting to help on a committee.

Communications
Community Engagement (Formerly Social Committee)
Landscaping
Clubhouse
Architectural

The Italian dinner was well received. Approximately 48 people attended. Linda Franklin prepared baked ziti, tossed salad, and bread. JoAnne Reddout was our pastry chef. Bob and Ruby's daughter, Catherine Lovern, contributed the most delicious tiramisu. Several social committee members provided appetizers and a number of homeowners served waiters. A special shoutout to Linda for all her planning, preparing, donating, and serving.

Relevant county news –
League of Older Americans (LOA) Lynne will check on this.
Barbara will check Roanoke County Parks and Recreation for Adult education opportunities.
Hollins game schedule, Linda will provide the committee with events and schedules.

Neighbor Focus:

Other suggestions
Highlight recycling at Hollins: If you are interested in participating and are unable to take the recyclables to Hollins, talk to your neighbors and coordinate with some of the ones who are taking their own stuff.

Submitted by Lynne Croner

V. NEW BUSINESS

A motion was made (Edwards) and seconded (Jessee) to approve the three Architectural Committee Requests. Motion passed unanimously.

A motion was made (Franklin) and seconded (Ennis) to approve the new Architectural Committee process and forms. Motion passed unanimously.

The board discussed different ways to communicate with the owners. As the board has been handing out newsletters and meeting their neighbors, they have learned that some like getting emails, and some like receiving hard copies. For the neighbors that were home during the newsletter distribution, the board received overall positive responses.

Secretary Ennis was contacted by some owners of Swansea and Trafalgar about the need for more streetlights and landscaping issues. Secretary Ennis set up a meeting at the clubhouse for the owners who live on these streets to discuss. Unfortunately, only two owners came. She would like to mention that problems cannot be resolved if owners don't voice their concerns.

President Lindstrom has some liability concerns for kids sleigh riding in the community and requested management to get no trespassing signs to be placed as a deterrent. She also discussed streets with congested parking. She mentioned that North Battery parking on the street situation needs to be addressed so that it does not impede traffic and emergency vehicles.

Treasurer Jessee received a call from an owner about a neighbor's car parked on Flora Farm Road. The owner wanted the car to move. Treasurer Jessee called the non-emergency number for the police and was told that unless it is a commercial vehicle, or if the vehicle has been parked for 5 days or longer, or is blocking a driveway, there is nothing that can be done about cars parking on Flora Farms Road since it is a public street. Treasurer Jessee suggested the owner try and work it out with their neighbor.

Director Edwards mentioned that he was asked if a stop sign could be put at the intersection of Flora and Seneca Drive. Vehicles do not stop and look. There was also conversation about the speed of traffic on Flora Farms Road and speed bumps were suggested.

President Lindstrom also discussed the rock path concerns down to the park area. The concern was safety to make sure that emergency vehicles would be able to respond appropriately. The fire marshal was invited to walk and review this area. The fire marshal was not concerned about emergency vehicles being able to access this area.

Vice President Franklin mentioned that an owner had reached out to her to see if she knew any pet sitters in the neighborhood. This sparked a conversation about how nice it would be to have a pet group within the community so those owners who are pet lovers can connect with each other. She mentioned it would be nice to have a list of people who are available to pet sit or interested in just getting together with their pets.

VI. OLD BUSINESS

Storm Water Maintenance Contract – The board is responsible for maintaining the storm water infrastructure within the VATC community. To maintain compliance with Roanoke County, the board proposed contracting with a vendor with expertise in this area. Research was conducted by management to find a vendor with experience in inspecting storm water infrastructure. Chris Stevens, with Stevens Maintenance specializes in this work. The annual cost of this inspection is \$1,610. A motion was made (Edwards) and seconded (Jessee) to approve the contract for the storm water infrastructure annual inspection service. Motion passed unanimously.

President Lindstrom mentioned that she received a question on how the full financial audit will be paid for since it was not budgeted for in the current budget. Management responded that this would be charged to Operating reserves.

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 The password to the protected section of the site is VATC6101. The password will be updated periodically.

VII. OWNER'S FORUM

An owner asked about rates increasing for renting the clubhouse. Discussion ensued about how affordable the cost of renting the clubhouse is compared to other venues considering all the amenities that you receive. The cost increase would help offset the cost of running the clubhouse.

An owner asked how the board determines the maintenance needs of each street. President Lindstrom responded to reach out to your board representative if you see something that needs to be addressed. Otherwise, the board members use the Reserve Study that acts as a roadmap to what should be addressed each year. A copy of the reserve study can be found on the website.

It was discussed that some homeowners are blowing leaves into storm drains. This is detrimental to the storm water system and owners should never blow any leaves or other debris into the storm drains. A reminder of this will be provided in the next newsletter.

An owner asked about getting no solicitation signs at the entrance. This will be investigated. It was suggested that homeowners should put their own no solicitation signs in front of their home.

An owner asked if Orphan Alley would ever be paved. President Lindstrom responded that she is watching to see when the developer is complete and the paving company comes, that orphan alley gets completed. It may be at a cost to the association.

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: March 21st, April 17th, May 16th. The Board will look into evening meetings in June.

X. ADJOURNMENT

The meeting was adjourned at 11:37 AM.