



Village at Tinker Creek Homeowner's Association
HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
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MINUTES
BOARD OF DIRECTORS MEETING

July 18, 2025

Pending Review/Approval at Next Board Meeting

Board Members Present:	Cathy Lindstrom	President	2027
	Linda Franklin	Vice President	2027
	Gayle Jessee	Treasurer	2025
	Tom Edwards	Director	2026
	Linda Ennis	Secretary	2026

Board Members Absent:

Others Present:	Amanda St. Clair	Association Manager
	Gerri Wade	Owner
	Brintha Gibson	Owner
	Theresa Edwards	Owner
	Sandra White	Owner
	Annette Wickham	Owner
	Cheryl Aesy	Owner
	Jack Mundy	Owner
	Clifford & Susan Lively	Owners
	Cindy Gochenour	Owner
	Marty & Doug Murray	Owners
	Barbara Eanes	Owner
	Brenda Nester	Owner
	Sue Lawrence	Owner
	Becky Mills	Owner
	Lynne Yates	Owner
	Brian & Melody Boyington	Owners
	Don Jones	Owner

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with 5 Board members in attendance. The meeting was called to order at 10:04 AM in the Clubhouse of Village at Tinker Creek.

II. OWNERS' FORUM

An owner wanted to know the status of the air conditioner repair at the clubhouse, the streetlights on Flora Farm, and the process for posting minutes from prior meetings on the website. The board responded that there are reports coming later in the meeting to address the HVAC system at the clubhouse and the streetlights on Flora Farm. Management addressed the process of the meeting minutes and advised that

homeowners can provide feedback on the minutes that are posted, but it is ultimately the decision of the board of directors as to whether they want to make any changes to the minutes. Also, it was discussed that if there is a topic that homeowners would like to add to the agenda, to please send them to their board representative at least 10 days prior to the meeting so the board has time to research and be prepared to speak on the topic.

Another owner wanted to address the low water pressure in the faucets in the Clubhouse. The board responded that this was being addressed today in the Clubhouse Maintenance Report.

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 (Jessee) and seconded (Franklin) to waive the reading of June 27, 2025, meeting minutes and accept them as written. Motion passed unanimously.

IV. FINANCIAL REPORTS

Account Summaries – The Board received the financial reports through June 30, 2025 for review. The account balances through June 2025 are:

Operating Account	\$ 12,633.38
Operating Reserve Account	\$ 10,582.38
<u>Capital Reserve Account</u>	<u>\$144,105.23</u>
Total Combined Assets	\$167,320.99

Treasurer Jessee reported on the financials pointing out that the stormwater system repair in the amount of \$10,800 was paid for out of the Operating Reserve Account taking that account balance down by half. She went on to discuss how the Capital Reserve Study from 2023 is an important tool to keep the association on target with forecasting capital expenditures. The study suggests how much the association should be contributing to its Capital Reserve Account. Currently, \$4,000 per month or \$48,000 per year is deposited into the capital reserve account. This is in line with what the reserve study is forecasting. An additional \$740 per month is deposited into the Operating Reserve Account.

Treasurer Jessee also reported on the completion of the Full Financial Audit that was conducted by Boitnott and Schaben, LLC after the transfer of development control. There were no findings reported. This was a clean audit and the financial statements presented fairly, in all materials respects. A copy of the audit can be found on the website.

Treasurer Jessee went on to say that even though the association has been hit with delayed or deferred maintenance problems since January, the association is in very good shape financially.

A motion was made (Ennis) and seconded (Edwards) to accept the financial report as presented through June 2025. Motion passed unanimously.

V. COMMITTEE REPORTS

Community Engagement/Social Committee Report –

July 18, 2025

A big Thank you!

We'd like to extend our heartfelt thanks to everyone who helped decorate the clubhouse and generously loaned beach-themed items to brighten the space for summer. Your creativity and support truly make it feel like a welcoming summer getaway!

Music at the Clubhouse – July 25, 5pm

Mark your calendars! Our next music night is coming up soon with music from the 60s, 70s, and 80s. Please note that the deck won't be available this time as it was in June-but we've got some great news: during our karaoke -fest, you'll be able to see the lyrics of your favorite tunes right on the TV! Special thanks to Gayle Jessee for making this possible.

Planning Meeting – August 13, 10am

The Social Committee will be gathering on Wednesday, August 13th at 10am to finalize details for our upcoming events: the Ice Cream Social & Art Show and the Fall Coffee Talk. If you're interested in helping out or sharing ideas, we'd love to have you join us. Everyone is welcome!

End-of-Summer Ice Cream Social & Art Show – September 21, 2 pm

What could be better than a sweet treat and great art? Our vision is to enjoy delicious ice cream while strolling through displays of artwork shared by our talented neighbors and friends. Save the date-this will be relaxing and inspiring way to celebrate the end of the season together.

Fall Coffee Talk – September 27, 10am

Join us for an informative session during our Fall Coffee Talk led by neighbor, Lynne Croner focusing on Medicare, Medicare Advantage, Medicare Supplemental Plans. Bring your questions, concerns, and a friend or two - coffee, cookies and conversation will be available!

Looking forward to a great rest of the summer and a smooth transition into fall. Thank you all for making our community so special!

Caroline Hodges

Clubhouse Maintenance Report –

1. Roberts Cleaning and Restoration cleaned the carpet on July 8 and came back on July 10 to go over it again and treat a few trouble spots. The cost was \$450.
2. The Board approved Legacy Home Builders to replace the deck using composite decking and the work is scheduled to begin on Monday July 21. The color that we chose is Honey Grove.
3. The gutters were cleaned by Legacy Home Builders on June 26. The cost was \$648. I requested a quote from them for gutter guards, and the lowest priced solution is for gutter foam which looks like a

triangular wedge that prevents leaves and debris from collecting in the gutters. The cost was quoted at \$1,150 and then we should not have clean that portion of the gutters every year.

4. I am working on getting quotes to replace the pipes that run to the bathroom sinks and toilets. The galvanized pipes need to be replaced for water flow. So far, I have one quote, and I am working on getting two more.
5. We had a situation on Monday July 14, a homeowner could not get in the clubhouse because the lock malfunctioned. We have got it open but we need keys so we can get in if this happens again. Richard and I went to B & D lock, and they will come out on Monday July 21 to rekey the front door and the door leaving the kitchen and giving us keys in case of an emergency. That cost should be around \$190. They did say that keypad on the front door has a life of about 7 to 10 years, and they may have to replace it and the additional cost would be \$250.

Annette Wickham
Clubhouse Chair

Landscape/Pond/Park Committee Report –

July 18, 2025

To maintain and or improve upon the aesthetics of our beautiful community while being fiscally responsible stewards and incorporating the time and efforts of our wonderful volunteers.

Our landscape committee oversees the 40+ acres in the community. This area includes the common areas, ponds and park.

Our goal is to ensure our grounds are kept clean and appealing to the homeowners and visitors.

We meet with homeowners on their landscape requests and ask that a landscape form be submitted for approval before beginning a project to keep with the aesthetics of the community and reminding them to contact Miss Utility if digging will be necessary.

We handle complaints from lawn issues and work with our landscape company on repairing any damages incurred. The landscape company maintains all common areas. When you break down your HOA monthly fees, the approximate cost to have your lawn mowed, weeded, mulched and fertilized breaks down to less than \$70.00 per month. Mowing and weeding is scheduled weekly. We also include snow removal in the cost.

We report dusk to dawn lights out to Hall Associates and the Board of Directors.

We have a group of volunteers that specifically monitor the ponds. The volunteers have a system in place for deterring the geese from the ponds which includes drones, boats and swans. This is an endless effort at times for these volunteers. There has been a significant improvement in our grass areas surrounding the ponds. A huge thanks goes out to these volunteers!

Our volunteer homeowners are committed to keeping the HOA property neat and appealing. We look at ways to save money and keep the HOA dues low.

Any homeowner that is interested in joining the landscape committee is welcome to join. Speak with any landscape committee member and we will be glad to have you lending a hand and welcome suggestions on maintaining the appeal of our community

Theresa Edwards
Landscape Chairperson

Architectural Review Committee (ARC)

July 18, 2025

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.

BOD approval is requested for the following applications that have been approved by ARC:

- 820 Walhalla Ct – shelter on back patio to protect grills
- 719 S Battery Dr – paint faded shutters and front door
- 700 N Battery Dr. – replace roof

Homeowners are encouraged to educate themselves on rules and regulations requiring ARC and BOD approval. Guidelines are available on the VATC website, www.vatcreekhwa.com. A limited list includes: house color, shutters, doors, footprint, driveways, roof, fencing, pergolas, decks, pools, hot tubs and any external additions.

In addition to *ARC Rules and Regulations*, The ARC Committee provides forms and instructions for denial of a request and the appeals process if a homeowner disagrees with the ARC Committee's decision. *ARC Denial Request Form* and *ARC Record of Appeal Form* can be found on the VATC website.

BOD President Cathy Lindstrom forwarded a document, *Complaint and Due Process for ARC Violations*, obtained from Hall & Associates for ARC review and input prior to BOD approval. The Committee met June 4, 2025 for analysis, discussion and feedback. Overall, guidelines suggested in the document are in place as noted above. The Committee looks forward to discussion with the BOD, and guidance by Ms. Lindstrom at 1:00 PM August 13, 2025 at the Clubhouse. Homeowners are encouraged to attend.

The ARC Committee welcomes homeowners at our meetings, as well as feedback and suggestions. Meeting times and dates will be noted on the VATC calendar.

Respectfully Submitted,

Gerri Reynolds Wade

A motion was made (Edwards) and seconded (Ennis) to approve 3 requests as recommended for approval by the Committee. Motion passed unanimously.

Communication Committee Report –

Linda Ennis reported on the Communications Committee's establishment in January and the creation of a newsletter that comes out every couple of months.

The committee has been sending out emails to keep the community informed, including a story about a 13-year-old boy who raised money by cleaning trash cans.

The community's positive response to the boy's initiative was highlighted in the newsletter, with people offering to have their trash cans cleaned regularly.

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. IN-PROCESS BUSINESS

❖ New Streetlights

- i. Two streetlights for Swansea and Trafalgar were installed at no charge to the community by AEP.
- ii. President Lindstrom gave praise to Linda Ennis and Tom Edwards for staying on top of Appalachian Power to ensure the streetlight installations took place in a timely manner.

❖ Flora Farm Streetlights

- i. The strategy to get power for Flora Farm's streetlights was discussed, with a new breakthrough involving the installation of the new power panel. The homeowner who is providing easement to complete this project had the idea to bore under his driveway to run the power line. The board appreciates this idea and help to make this process easier.

❖ Clubhouse Deck Project

- i. The cost of the project is \$14,280, which includes a protective coating on the existing joists.
- ii. The new Trex decking is described as durable and expected to last 25-30 years. This will significantly improve the appearance and ongoing maintenance expense of wooden deck.

❖ Park

- i. The status of the park remediation is discussed, with discussion about the need to reseed, topsoil, and straw the area.
- ii. A new fire pit has been installed by the developer, and the road leading to the park is being monitored for signs of paving.

❖ **Virginia Vinyard**

- i. The Roanoke County Police were helpful in resolving issues along with the association's attorney. There have been no further reports of confrontations.

❖ **Stop Signs for Cardiff and Trafalgar**

A motion was made (Jessee) and seconded (Franklin) to purchase and install Stop Signs for Cardiff and Trafalgar. Motion passed unanimously.

VII. NEW BUSINESS

Discussion on Community Activities and Welcoming New Members

Discussion was had surrounding the social committee and board's plan to welcome new people to the community, including a tour of the library led by Lynn. There is interest from many neighborhood residents in visiting and engaging with the community. The idea of welcoming newcomers has been discussed and improved upon by the social committee and the board.

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.

VIII. EXECUTIVE SESSION

There was no executive session.

IX. NOTICE OF NEXT MEETING

The next board meeting will be held August 22, 2025 at 10:00 am at the Clubhouse.

X. ADJOURNMENT

The meeting was adjourned at 11:25 am.