



**Hall Associates**

## **Kenwick Place Homeowners Association**

HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011  
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Chrissy Greene/Director of Association Management – cgreene@hallassociatesinc.com

## **ANNUAL MEETING**

May 19, 2025

### **I. DETERMINE QUORUM & CALL TO ORDER**

A quorum of one third (33.3%) or 13 of the 38 units is required to conduct an Annual Meeting. A quorum was satisfied with 21 (15 in person and 7 by proxy), or 58% represented and the meeting was called to order by Association President Archie Fralin at 6:03 PM at South County Library, 6303 Merriman Road, Roanoke, VA 24018.

### **II. INTRODUCTIONS & PROOF OF NOTICE**

President Fralin introduced himself and the other members of the Board of Directors, Cynthia Barnhart, Elaine Beaumont and Russ Merritt, as well as Chrissy Greene with Hall Associates, the representative from management.

The proof of notice of the meeting was distributed as per the association documents.

### **III. APPROVAL OF MINUTES FROM PREVIOUS ANNUAL MEETING**

A motion was made (Simmons) and seconded (Gillespie) from the floor to waive the reading of the minutes from the previous Annual meeting, May 20, 2024, and approved as distributed. Motion passed unanimously.

### **IV. REPORTS FROM DIRECTORS**

Association Manager Greene reported on the association's financial status. Financial summaries are available on the website at [www.kenwickplacehoa.com](http://www.kenwickplacehoa.com).

The account balances as of 04/30/25 were as follows:

Operating	\$ 14,136.71
Operating Reserve	\$ 11,290.83
Capital Reserve	\$132,352.24
<b>Total Combined Assets:</b>	<b>\$157,779.78</b>

The end of the year balances as of 12/31/24:

Operating	\$ 12,796.35
Operating Reserve	\$ 13,689.83
Capital Reserve	\$125,839.76
<b>Total Combined Assets:</b>	<b>\$152,325.94</b>

Overall, the association ended 2024 with a negative cash flow of just over \$2,000, which is approximately 2.5% of the annual budget. This is a very reasonable variation given unknown expenses. President Fralin commented that the association had been on budget all the way through December when unexpected expenses came in. The dues were increased slightly for 2025, but not significantly in relation to the 2024 dues and the increase in costs nationwide. A motion was made (Fralin) and seconded (Beaumont) to accept the financial report as presented through December 2024. Motion passed unanimously.

President Fralin reported that the association is looking at asphalt patching and sealing. If the board determines that any asphalt work needs to be done, that work will require some logistical planning for vehicles.

President Fralin introduced other board members and expressed his sincere appreciation for all of their hard work and volunteer efforts. He also recognized all Committee Chairs, including Marshall Gillespie as the Chair of the Architectural Committee. She works very hard with homeowners to make sure requests are formatted in a way that they can be reviewed and approved versus simply denying and referring back to the requesting owner. Cynthia has worked very hard with the committee to evaluate the gazebo, landscape beds. Ann Stobbelaar has done a tremendous job with the holiday gathering and planning for other social events. Committee Chair Ann Stobbelaar reported that all owners are invited to gather at the gazebo on the third Sunday of the month at 5 PM. All owners should bring their own food and drink and join neighbors to socialize. The notice that was sent with the mailing correctly stated the third Sunday of the month, but included the dates on the second Sunday. It is the THIRD Sunday of the month. Security Chair Chris Bohannon was also recognized. Elizabeth Kolendrianos is the Board's Secretary but was unable to be with the community tonight due to recent travel. Her input has been valuable to the Board. President Fralin thanked Chrissy Greene with Hall Associates, Inc. and her years of service to the community.

## **V. ELECTION OF DIRECTORS**

Current Board Members, Titles and Terms;

Archie Fralin	President	(2026)
Russ Merritt	Vice President	(2027)
Elizabeth Kolendrianos	Secretary	(2027)
Elaine Beaumont	Treasurer	(2026)
Cynthia Barnhart	Director	(2025)

There is one board seat open for election; which is for a three-year term, expiring in 2028. Expiring members may be nominated for another term. The current nominee is Cynthia Barnhart.

The floor was opened to nominations. No additional nominations were made. A motion was made from the floor (Merritt) and seconded (Simmons) to close the floor for nominations and elect by acclamation. Motion passed unanimously.

New Board Members and Terms:

Archie Fralin	President	(2026)
Elaine Beaumont	Treasurer	(2026)
Russ Merritt	Vice President	(2027)
Elizabeth Kolendrianos	Secretary	(2027)
Cynthia Barnhart	Director	(2028)

A brief Organizational Meeting will be held directly after the Annual Meeting so that the Board Members can elect officers. Directors will serve through the Annual Meeting of the year noted above.

## **VI. GENERAL DISCUSSION**

Lorraine Hutchinson feels that the landscaping services need improvement. The area around the curbing needs to be trimmed better. The mulch is too thick.

Betsy Bohannon stated that they are not trimming over the edge of the slope. This should be done with each mowing.

Marshall Gillespie stated that she very much appreciates the Landscape Committee's decision on the area around the gazebo. She had anticipated completely redoing the landscaping would be the best choice, but the work the committee did fully addressed the security concerns and the shrubbery is coming back nicely. She is very glad the committee made this recommendation and believes it also kept the best stabilization for the slope and the gazebo.

Mary Lou Prillaman had her shrubs trimmed the way the ones at the gazebo were trimmed and they look significantly better, also. She appreciates the committee's work, as well.

President Fralin reminded all those present that the speed limit is 17 MPH. Generally, people go 20-25 MPH. But there are some that drive 30-35 MPH. This is incredibly dangerous. The few seconds you save getting to your home is not worth the risk to the life of a person or pet that may come out from behind a car unexpectedly.

President Fralin also reminded all those present that trash containment is incredibly important. Please do not put bulk trash in your container or loose trash in your container. Vice President Merritt reiterated that the owner remains responsible for the trash even if a bear or raccoon gets into your trash and carries it into the gullies, yards, etc... Elizabeth Kolendrianos and her son cleaned up the last batch of loose trash that was strewn into common area. Mary Lou Prillaman asked if an owner is assessed back for cleaning up trash. President Fralin stated that this can be done if the trash can be proven to belong to a specific address, but the board has not gone through the trash to identify it.

Nancy Fralin reported that a drone hovered over their deck when their grandchild was sitting in a kiddy pool in nothing but a swim diaper.

Marshall Gillespie reminded homeowners that the website is an important resource. It provides the documents, information on what requires approval, and change request forms. It is very detailed, including things such as changing the color of shutters (requires approval and approval is contingent on matching the color of the front door). It is also challenging when the products change. For example, the original vinyl siding that was approved has changed three times since it was originally selected. Mary Lou Prillaman stated that there is a lot of redundancy in the form. It should not have to be listed multiple times in the form. However, the information on the website was helpful to her, as well.

## **VII. ADJOURNMENT**

There being no additional business, the meeting was adjourned at 6:47 PM.

## ORGANIZATIONAL MEETING

The meeting was called to order at 6:49 PM with four out of five Board members present. Chrissy Greene was also present.

A motion was made (Merritt) and seconded (Beaumont) to appoint the following officers:

Archie Fralin	President	(2026)
Russ Merritt	Vice President	(2027)
Elizabeth Kolendrianos	Secretary	(2027)
Elaine Beaumont	Treasurer	(2026)
Cynthia Barnhart	Director	(2028)

Motion passed unanimously.

3774 – an architectural change request form was submitted for removal of the existing retractable awning, installation of a covered roof over the existing deck with new deck posts, rails and spindles. This will also include addition of a 54" x 42" window on the back wall. The committee recommended approval. After thorough review, a motion was made (Fralin) and seconded (Merritt) to approve contingent on the owner being responsible for the contractor obtaining all necessary permits and all windows and doors on the back side of the property being tan. Motion passed unanimously.

A motion was made (Fralin) and seconded (Beaumont) to go into Executive Session to discuss a violation. Motion passed unanimously.

After Executive Session, a motion was made (Merritt) and seconded (Barnhart) to send an opportunity to correct notice. Motion passed unanimously.

The next meeting is the annual walk-through, which is scheduled for June 11<sup>th</sup> at 9 AM. The Board will start at 3794 Kenwick Trail, Roanoke, VA 24018.

The meeting was adjourned at 7:28 PM.