



Parkway Place Homeowners Association
HALL ASSOCIATES, INC MANAGING AGENT (540) 982-0011
112 Kirk Avenue SW - Roanoke Virginia 24011
Chrissy Greene/V.P. of Association Management – cgreene@hallassociatesinc.com

Pending Review/Approval at the Next Board Meeting

BOARD OF DIRECTORS MEETING

July 17, 2024

Board Members Present:	Stephen Minnix	President	2026*
	Gary Baber	Vice President	2026
	Karen Hankins	Treasurer	2024
	Sybil Hayes	Secretary	2025
	Sue James	Director	2025**

*appointed to serve as Architectural Committee
the remaining one-year of the two-year term
until elected at the next Annual Meeting

**appointed to serve until next annual meeting

Board Members Absent: None

Others Present: Chrissy Greene Association Manager

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with five board members in attendance. The meeting was called to order at 3:04 PM at 3803 Parkway Place Drive.

II. MINUTES

A motion was made (Baber) and seconded (Hayes) to approve the minutes from the April 17, 2024 meeting minutes and accept them as written. Motion passed unanimously.

III. FINANCIAL REPORT

Financial reports were reviewed through June:

Account balances through 06/30/24:

Operating Account	\$32,951.72
Capital Reserve Account	<u>\$55,550.33</u>
Total Combined Assets	\$88,502.05

A motion was made (Hankins) and seconded (James) to accept the financials as presented through 06/30/24. Motion passed unanimously.

IV. COMMITTEE/BOARD REPORTS

A. WELCOME COMMITTEE – if you are interested in serving on the Welcome Committee, please contact management at cgreene@hallassociatesinc.com or contact a Board member directly (Stephen Minnix, Gary Baber, Karen Hankins, Sybil Hayes or Sue James). Two new owners have been welcomed. The committee is still considering the possibility of a social, but the weather got hot so quickly that it will be revisited for Fall.

B. ARCHITECTURAL REVIEW COMMITTEE

If you are interested in being appointed to serve on the Architectural Review Committee, please contact Chrissy Greene with management at cgreene@hallassociatesinc.com or contact the Architectural Chairperson (Stephen Minnix).

There were three requests approved since the last meeting.

- 4047 Overlook Trail - refurbish the garage side of the home by adding a ground cover, and mulch. Possibly adding upright shrubs and removing some of the tall grass bushes. Remove the silt fence and add a lower border of stone (rock) riprap. Requested landscaping is approved and the homeowner understands that this area will not be included in their monthly assessment.
- 4038 Overlook Trail - install an enclosure for the trash can on the side of the home.
- 4026 Overlook Trail - add a wooden playset to the back of the home.

V. UNFINISHED BUSINESS

Resolutions – the four resolutions were adopted and mailed out to all owners.

Status of CD's – the CD's have been reinvested. One CD is \$25,500 matures 08/30/24 at 4.7% and the second CD is \$25,869.17 matures on 06/30/24 at 4.6%. The rates for the renewal through Pinnacle were 4.58% for 4 months, 4.45% for 7 months and 4.3% for 9 months. A motion was made (Minnix) and seconded (Baber) to invest in the 4-month CD. Motion passed unanimously.

Website – as a friendly reminder, the website address <https://www.parkwayplacehoa.com/>

VI. NEW BUSINESS

Painting Bids – the bids were reviewed. A motion was made (Hankins) and seconded (Baber) to contract with Southern Virginia Painting Company for the exterior painting. This included 3832, 3836, 3900, 3916, 4018, 4032, 4029, 4037 and 4098. Motion passed unanimously.

Community Yard Sale – there is not a community yard sale planned for this year. If any owners are interested in planning a community yard sale, please reach out to the Board or management.

VII. OWNERS FORUM

There were no owners present who wanted to address the Board.

VIII. EXECUTIVE SESSION

A motion was made (Minnix) and seconded (Baber) to go into Executive Session to discuss violations noted during the inspection. Motion passed unanimously.

After Executive Session, a motion was made (Minnix) and seconded (Baber) to send an opportunity to correct letter. Motion passed unanimously.

IX. ANNOUNCEMENTS

The next meeting will be the budget meeting on September 18th, 2024 at 3 PM at 3803 Parkway Place. The annual meeting will be held on October 16, 2024 at 6:00 PM with the location to be announced.

X. ADJOURNMENT

The meeting was adjourned at 3:58 PM.