



Tabb Lakes Homes Association  
P.O. Box 8088  
Yorktown, VA, 23693  
<http://www.tabblakes.org>

1. Mr. Porter convened the Tabb Lakes Homes Association Board of Directors meeting at 7:06 PM, November 8, 2007, in the Tabb Library, 100 Long Green Blvd, Yorktown, VA. Personnel in attendance were:

President: Mr. Gary Porter  
Vice President: Dave Otto  
Secretary: Mr. Art Johnston  
Board Member-At-Large: Mr. Jim Magnotta  
Board Member-At-Large: Mrs. Sharon Keplesky  
Treasurer: Mr. Charles Rossi  
Architectural Review Committee: Mrs. Christel Doucette  
Lake Maintenance: Lake #1: Mr. Bob Spell; Lake#2: Dan & Sylvia Harrington  
Newsletter Editor: Mrs. Shirley Flanagan  
Welcome Committee: Mrs. Donna Clifton  
Lee Property Management: Mr. Charles Lee

Homeowners:  
Mr. William J. Ruark, 302 Tabb Lakes Drive  
Mr. Ellis Sharadin, 135 Leslie Lane

2. Mr. Porter called the meeting to order by welcoming everyone to the meeting. He began the meeting by deviating from the agenda, stating that he wanted to resolve a homeowner dispute prior to the end of his tenure as TLHA president

a. Dispute. The dispute concerns an ARC request that was submitted by Mr. William J. Ruark, 302 Tabb Lakes Drive, requesting TLHA approval to erect a 6 foot high fence in his back yard. The controversy concerns his Mr. Ruark's neighbor, Mr. Bob Spell, 103 Shallow Lagoon, who objects to the construction of the fence and contends that Mr. Ruark's fence would obscure his view of the lake. It should be noted that both Mr. Spell and Mr. Ruark are lake front owners on Lake #1.

b. Facts.

(1) According to the ARC Chairperson, Mrs. Doucette, after reviewing the request, determined the ARC request submitted by Mr. Ruark was in accordance with TLHA ARC rules. Mrs. Doucette also stated that she would have approved the request but wanted the Board to review because this was her first lake front fence request.

(2) The project specifications do not violate Tabb Lakes covenants or County Code.

(3) Fences already exist in other back yards of Tabb Lakes lake front properties.

c. Discussion.

(1) Mr. Ruark and Mr. Spell presented their positions concerning the fence project.

(2) Mr. Porter attempted to enter a motion however, Mr. Magnotta moved to table Mr. Ruark's ARC request and that motion was introduced, seconded and approved before Mr. Porter's planned motion could be introduced. Thus the discussion was ended and Mr. Ruark's ARC request was not approved or disapproved during the meeting. Mr. Porter then read aloud the text of the motion he had planned to introduce.

d. Board Discussion and Decision. Mr. Magnotta explained that this was not the Board's business, stating that Mr. Ruark's request met the rules and regulations of the existing TLHA covenants and that the respective homeowners are now responsible to work out a solution. The Board agreed with Mr. Magnotta's assessment and decided to review lake front fence rules during review of the TLHA covenants.

3. Election of New Board Members.

a. The Board voted on and approved the following nominations for new Board member positions / Officer positions / re-nominations to current positions as noted below:

- New - Mr. Dave Otto - President
- New - Mr. Jim Magnotta - Vice President
- No Change - Mr. Art Johnston - Secretary
- No Change - Mr. Charles Rossi - Treasurer (Officer)
- New - Mrs. Christel Doucette - Board Member-At-Large
- New - Mr. Ellis Sharadin - Board Member-At-Large

b. Mrs. Sharon Keplesky's term as Board Member-At-Large expired. Mr. Otto thanked Mrs. Keplesky for her dedicated service to the TLHA.

c. Mr. Otto stated that his main objectives for his tenure as President were to complete a comprehensive review of the covenants and By-laws to better serve the homeowners, complete the Association Reserve Study, and review our current expenditures to determine where we can reduce expenditures or the need to increase dues.

d. At this point, Mr. Porter turned control of the meeting over to Mr. Otto.

4. Review and approval of the October 11, 2007, Board meeting minutes. The minutes from the October 11, 2007, BOD were presented to the Board for approval. The Board approved the minutes.

5. Treasurer's Report. Mr. Charles Rossi (absent)

a. Mr. Otto distributed copies of the Tabb Lakes Treasurer's Report to the BOD and briefed the TLHA financial status as of November 3, 2007. The Board determined the report to be in order and approved the report.

b. Discussion.

(1) Mr. Sharadin asked about the budget deficit. The Board agreed that this situation must be analyzed and resolved. Mr. Magnotta said that we must be cautious about taking on other expenses. He also explained that CDs were maturing and could be added to the checking account. He also informed the Board that the Lake Maintenance contract was coming up for renewal in December 2007. Mr. Otto acknowledged this requirement.

(2) Mr. Sharadin also suggested the Board consider changing the title of the Lake Contingency Fund to the Capitol Reserve Account and re-define its reason for existence. He explained we could run into other types of contingencies and this would give the Board more flexibility to fund those expenditures. Mr. Magnotta recommended that Mr. Sharadin's suggestion be tabled until the next meeting. Mr. Magnotta added that the Board must conduct a complete financial review. The Board agreed.

c. Mr. Otto distributed copies of the Proposed FY08 budget to the Board for review and introduced a motion to approve the budget. The motion passed with the Board approving the FY08 budget.

6. Committee Reports.

a. Mr. Otto welcomed Dan and Sylvia Harrington as the new Co-Chairpersons for the Lake Maintenance Committee (Lake #2), Mr. David Batdorf as the new Grounds Maintenance Committee Chairperson, and Mrs. Bonnie Kersta as the Chairperson for the Neighborhood Watch Committee.

b. Activities Committee. Vacant

c. Architectural Review Committee. Chairperson: Mrs. Christel Doucette.

(1) Mrs. Doucette advised the board of two recent ARC requests / approvals:

- 117 Jonathan Junction - four foot natural stained wood picket fence
- 117 Conway Court - deck enclosure / sunroom

(2) Mrs. Doucette also asked to remain as the ARC Chairperson as well as Member-at-Large of the BOD, if possible. The Board agreed.

d. Ground Maintenance. Chairperson: Mr. David Batdorf. No report; chairperson just assumed responsibility for this position and not present at the meeting.

e. Lake Management. Lake #1 Co-Chair: Mr. Bob Spell & Lake #2 Co-Chairs: Mr. Dan and Mrs. Sylvia Harrington. Mr. Spell provided a report on Virginia Lake Maintenance (VLM) maintenance activities conducted during the month of October as follows:

- 2 October - no maintenance required
- 24 October - fountain maintenance

- 25 October - Mr. Spell reported to VLM that a diffuser was not working.
- 26 October - VLM installed new compressor. Cost: \$786.60.

f. Neighborhood Watch. Chairperson: Mrs. Bonnie Kersta. No report; chairperson just assumed responsibility for the position and was not present for the meeting.

g. Newsletter Editor. Chairperson: Mrs. Shirley Flanagan. Mrs. Flanagan reminded the Board that articles for the December 2007 newsletter are due NLT 19 November. The date to publish the newsletter remains 1 December.

h. CERT and Stormwater Management. Mr. Lou Lafrenaye (absent) Mr. Lafrenaye submitted a written report which was read to the board by Mr. Otto.

(1) Four new personnel signed up for the Emergency Response Committee after the HOA general meeting. Mr. Lafrenaye plans to contact these personnel as soon as possible.

(2) Mr. Lafrenaye intends to send an information paper to the new Board members. Intent is to outline the Stormwater and Emergency Response Committee program and provide an update on activities. Also, once he schedules a time to brief the four new CERT committee members, he will also invite the new Board members to the briefing. He will also provide attendees a copy of our neighborhood plan.

i. Website Editor. Mr. Clint Flanagan (absent) Mr. Flanagan submitted a written report which Mrs. Flanagan read to the Board.

(1) Total site visits: 3862

(2) E-Community:

- Total Sign-Ups: 35
- E-News and Digital Newsletter: 27
- E-News Only: 8

(3) October Web Manager Activities.

- e-mailed 2x E-Community notices
- posted Annual Meeting presentations
- posted new combined regulations
- updated BOD and Committee pages
- created password schema for BOD web chat tool
- began development on community discussion board
- began development on our site-hosted calendar of events

(4) Items needed from the Board.

- new E-Community sign-ups from the annual meeting
- changes to committee chairs
- annual meeting minutes after BOD approval

(5) Mr. Porter asked about the possibility of adding passwording for a "members only" section of the website. Mr. Otto asked the Board to give the idea some thought and to review other subdivision websites to determine the need.

j. Welcome Committee. Chairperson: Mrs. Donna Clifton. No report; chairperson just assumed responsibility for this position.

k. Helps Committee.

(1) Mr. Magnotta asked the Board if the Board had ever formally approved this new committee. It was concluded that establishment of a Helps Committee had not been formally approved by the Board. Mr. Magnotta introduced a motion to establish the Helps Committee and further to nominate Mr. Gary Porter as the Committee Chairperson. The motion passed.

(2) Mr. Porter advised the Board that the Helps Committee membership is currently comprised of eight couples, has already met to discuss committee operating procedures and is already busy providing support to Tabb Lakes residents.

(3) Mr. Otto recommended this Committee not receive funds from the TLHA budget. The Board agreed. Mr. Porter advised the Board that his Committee was self-funded and plans on obtaining necessary operating funding thru fund-raiser type activities and from donations etc.

7. Old Business. Reserve Study. Mr. Otto advised the Board that the Reserve Study remained a work in progress requiring better fidelity on costing and may require formal cost estimates.

8. Lee Property Management (LPM) Report and BOD Decisions.

a. Mr. Cox distributed the TLHA, LRE Covenants Compliance Program, Inspection Status Report, Inspection 2007-11-1: November 5, 2007, for review by the Board (Enclosure 2). Mr. Cox reported 9 new violations were cited. Old citations being monitored are:

<b>Property</b>	<b>Violation</b>	<b>BOD Decision</b>
806 Tabb Lakes Drive	mold on siding; grass & weeds in beds need trimming; broken window blind in front window	Issue BOD hearing letter.
212 Tiger Run	no grass; trim shrubs	Hold in abeyance until BOD direction on implementation of new regulations.
100 Richard Run	garage door needs painting	BOD received a letter from owner committing to correct Feb 08.
204 Tiger Run	mold; gutter falling off	Fines began October 1, 2007; BOD to advise next meeting.

305 Bridge Wood Drive	garage doors, shutters & trim need painting; fence needs repair	Owner requested extension until 22 Nov 07. Board approved the extension.
412 Bridge Wood Drive	upper gable trim needs painting; fence needs repair	Owner requested extension until 30 Nov 07. Board approved the extension.
500 Bridge Wood Drive	mail/newspaper box needs cleaning/repair	Mr. Magnotta will look at the box and advise Board at next meeting.
204 Gardenville Drive	MGB vehicle in drive; trim, front door, shutters, garage doors need painting	Mr. Johnston and Mr. Otto to visit and advise Board at next meeting.

b. Mr. Magnotta introduced a motion that the Yard of the Month program cease December through March and resume in April. The motion passed.

9. Homeowners Issues / Hearings. See Paragraph 2., this report

10. New Business.

a. Finalize 2008 Assessments (Lakefront \$155.90 and non-lakefront \$138.15) and get mailing started. Mr. Otto discussed the assessments with the Board and introduced a motion to approve the assessments. The motion passed. Mr. Otto also suggested an in-house mailing to save money. The Board agreed and will send out request for volunteers and details via e-mail.

b. Finalize and pass 2008 Budget. See Paragraph 5.c., this report.

c. ARC Request Fence 302 Tabb Lakes Drive. See Paragraph 2., this report

d. Finalizing the wording on the remaining one proposed regulation. Table until next BOD meeting.

e. Decision on erecting the two community notice signs. Table until next BOD meeting.

f. Decision to replace the two fountains. Table until next BOD meeting.

g. Decision on way ahead for the accumulating fines on 204 Tiger Run. Table until next BOD meeting.

h. Decision on permitting parking on one's grass or should it be regulated. Table until next BOD meeting.

i. Voting on Yard of the Month Coupons. Table until next BOD meeting.

j. Getting the new regulations posted on the website. Table until next BOD meeting.

k. Discussion of the normal covenants violations noted by LPM. See Paragraph 8.a., this report.

11. The Board agreed to convene the next TLHA BOD meeting at 7 PM, December 13, 2007, in the Tabb Library, 100 Long Green Blvd, Yorktown, VA.

12. The meeting adjourned at 9 PM.

Respectfully submitted by: Art Johnston, Secretary

2 Enclosures

1. Meeting Agenda

2. LPM Inspection Report