



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

1. Mr. Otto convened the Tabb Lakes Homes Association Board of Directors meeting at 7:00 PM, December 13, 2007, in the Tabb Library, 100 Long Green Blvd, Yorktown, VA. Personnel in attendance were:

President: Mr. Dave Otto  
Vice President: Mr. Jim Magnotta  
Secretary: Mr. Art Johnston  
Member-At-Large & Architectural Review Committee: Mrs. Christel Doucette  
Treasurer: Mr. Charles Rossi  
Helps Committee: Mr. Gary Porter  
Lake Maintenance: Lake #1: Mr. Bob Spell; Lake#2: Dan & Sylvia Harrington  
Newsletter Editor: Mrs. Shirley Flanagan  
Website Manager: Mr. Clint Flanagan  
Lee Property Management: Mr. Rob Cox

2. Review and approve the minutes from the October 25, 2007, Annual Meeting. The minutes from the October 25, 2007 Annual Meeting were presented to the Board for approval. The Board approved the minutes.

3. Review and approve the minutes from the November 8, 2007 Board of Director's meeting. The minutes from the November 8, 2007, Board of Director's meeting were presented to the Board for approval. The Board approved the minutes with minor modifications.

4. Treasurer's Report. Mr. Charles Rossi.

a. Mr. Rossi distributed copies of the Tabb Lakes Treasurer's Report to the BOD and briefed the TLHA financial status as of December 18, 2007. After review and discussion, the Board decided not to approve the treasurer report as is and recommended corrections to the report. The Board also directed that the corrected report be re-submitted to the BOD for approval at the next BOD meeting.

b. Discussion.

(1) Mr. Rossi advised that the bulk mail permit had expired and asked the Board if he should renew it. After some discussion by the Board concerning the usefulness versus cost of this permit, a motion was introduced to not renew the permit. The motion passed. The bulk mail permit will not be renewed.

(2) Mr. Rossi stated that Certificate of Deposit #5 (operating funds) had matured. The resulting funds, amounting to \$14K, were distributed as follows: \$10K was deposited into the TLHA checking account and \$4K plus into Certificate of Deposit #4 (operating

funds). Mr. Magnotta recommended that the Board should re-look disposition of the \$10K that was deposited in the checking account. The Board agreed to review this situation at the February Board meeting.

(3) Annual Assessment Status: Payment of the Annual Assessment is due NLT January 31, 2008. Mr. Rossi reported that as of this Board meeting, 50 homeowners had paid their assessment.

## 5. Committee Reports.

a. Activities Committee. Vacant

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

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

(2) The Board was also advised that members of the Board had met on November 28, 2007 to prepare the correspondence for the mailing of the Annual Assessment notification. During this meeting, the Board also discussed and decided to approve the fence construction project request submitted by Mr. Ruark, 302 Tabb Lakes Drive.

c. Grounds Maintenance. Chairperson: Mr. David Batdorf. Absent, no report submitted.

d. Helps Committee. Chairperson: Mr. Gary Porter.

(1) Mr. Porter notified the Board, prior to its convening, that he would be late arriving at the meeting however, he had prepared a written report. Mr. Otto read Mr. Porter's report to the Board. Please see Enclosure 3, this report.

(2) Mr. Porter addressed "fund raising activities" and the Committee's initiative to investigate filing for 501(c)3 (i.e., no-profit) status. After some discussion, the Board decided that the Helps Committee should discontinue fund raising and efforts to file for 501(c)3 status until further notice from the Board. Mr. Otto agreed to notify Mr. Porter of this decision in an official letter from the Board.

e. Lake Management. Lake #1 Co-Chair: Mr. Bob Spell & Lake #2 Co-Chairs: Mr. Dan and Mrs. Sylvia Harrington.

(1) Mr. Spell provided a report on Virginia Lake Maintenance (VLM) maintenance activities for the month of November as follows:

- 8 November - spot treated algae and weeds as needed
- 30 November - spot treated algae and weeds as needed

(2) Mr. Magnotta reminded the Board that the VLM maintenance agreement renewal was due in January 2008.

f. Neighborhood Watch. Chairperson: Mrs. Bonnie Kersta. Absent, no report submitted.

g. Newsletter Editor. Chairperson: Mrs. Shirley Flanagan.

(1) Mrs. Flanagan distributed a BOD meeting schedule to the Board. The schedule also includes the newsletter article submission deadlines and newsletter mailing dates.

(2) Mrs. Flanagan advised the Board that she was contacted by an individual that has an interest in placing an advertisement, larger than the current business card size specified by the Board, in the TLHA newsletter. Mr. Otto recommended that an individual outside the TLHA community be authorized to purchase a maximum of two business card size ad space. This Board approved this recommendation provided that TLHA community advertisements had priority over available space. Mrs. Flanagan will modify the Newsletter Advertisement Policy letter to reflect this decision.

h. CERT and Stormwater Management. Mr. Lou Lafrenaye. Absent, nothing to report.

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

(1) Total site visits: 2,362

(2) E-Community: Total Sign-Ups: 53

(3) October Web Manager Activities.

- Continued development of the community discussion board. Members, TLHA residents only, would be granted access to write to the page. Residents will be required to request access.

- Continued development on our site-hosted calendar of events.

j. Welcome Committee. Chairperson: Mrs. Donna Clifton. Absent, no report submitted.

6. Mr. Otto released the Committee members and proceeded with the meeting.

7. Old Business. Reserve Study. Mr. Otto advised the Board that he had made contacts to obtain estimates for the infrastructure maintenance items outlined in the draft report. Art Johnston explained that we may have considered infrastructure that the County was responsible for maintaining. Mr. Magnotta recommended that we have the County Planner review our study. The Board agreed.

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

a. Mr. Cox distributed the TLHA, LRE Covenants Compliance Program, Inspection Status Report, Inspection 2007-12-1: December 6, 2007, for review by the Board

(Enclosure 2). Mr. Cox reported 5 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	Homeowner no show at BOD meeting. Mr. Otto to visit owner and report at Jan 08 meeting.
212 Tiger Run	no grass; trim shrubs	Withdraw grass violation and maintain shrub violation
100 Richard Run	garage door needs painting	BOD received a letter from owner committing to correct Feb 08. BOD granted extension.
500 Bridge Wood Drive	mail/newspaper box needs cleaning/repair	Issue hearing letter.
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.
301 Bridge Wood Drive	mold on siding; broken gable vent	Work in progress. BOD to monitor. Re-inspect
119 Gardenville Drive	mailbox missing; paperbox damaged	LPM to contact realtor and report status at next BOD meeting.
201 Richard Run	facia/dental trim need painting	LPM to re-inspect

b. Mr. Otto and Mr. Rossi volunteered to survey the community during the holidays and determine the home with the best decorations for the Holiday Decoration contest. The address of the winning home will be reported at the next BOD meeting.

c. Citation Notification Letter. Mr. Otto will modify the letter and staff with the BOD via e-mail for approval.

9. Homeowners Issues / Hearings. None

10. New Business.

a. Non-Compliant Fences. Three properties were recorded in the first inspection as having split rail fences extending past the front of the house. These are: 511 Bridge Wood; 512 Bridge Wood; 102 Shallow Lagoon. The Board decided to have LPM re-inspect these fences and report back to the BOD. Additionally, the Board asked LPM to re-look all fences in Tabb Lakes and report violations to the Board and provide results in one consolidated report.

b. ARC Request - shed at 103 Monty Manor. Approve the shed as long as the shed is in compliance with TLHA covenants and regulations and county building permits.

c. Elise Place. Corrected

d. Decision on the way ahead for the accumulation fines on 204 Tiger Run. Board instructed LPM to issue a fine letter for \$50.00.

e. 412 Bridge Wood Drive - Upper gable trim painting. Front/side fence repair. Table until next BOD meeting.

f. 204 Gardenville Drive. Mr. Johnston to visit homeowner.

g. Getting Compliance Citation notices to homeowners. Table until next BOD meeting.

h. LPM Compliance citation wording (Helps request and correction times). Table until next BOD meeting.

i. Maturing Operating CDs. Table until February BOD meeting.

11. The Board agreed to convene the next TLHA BOD meeting at 7 PM, January 10, 2008, in the Tabb Library, 100 Long Green Blvd, Yorktown, VA.

12. The meeting adjourned at 9 PM.

Respectfully submitted by: Art Johnston, Secretary

3 Enclosures

1. Meeting Agenda
2. LPM Inspection Report
3. Helps Committee Report