



**Board of Director's Monthly Meeting Minutes
February 16, 2016**

1. **Call to Order:** Mr. Bob Spell convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:01 pm in the Poquoson Public Library Meeting Room, Poquoson, VA.

Personnel in attendance:

Bob Spell: President/Lake 1 Coordinator
Keith Ebert: Vice-President/Welcoming Coordinator
Ron Maddox: Member-at-Large
Pete Peters: Member-at-Large
Charlie Rossi: Secretary/Treasurer
Bill Keplesky: Lake 2 Coordinator
Terri Berube: Beautification Committee
Sarah Knaub: Secretarial Services, Cox & Lee Management, Inc.

Personnel absent:

Dave West: Member-at-Large
Lou Lafrenaye: Stormwater/CERT Coordinator
Clint Flanagan: Website Editor
Shirley Flanagan: Newsletter Editor
Robert Cox: Association Manager, Cox & Lee Management, Inc.

2. **Approval of Previous Minutes:** A motion was made, seconded, and unanimously approved to approve the minutes from the BOD meeting held January 19, 2016.
3. **Home Owner Issues:** Mr. Ebert reported that a homeowner called him about a Covenants Compliance notice that he received. The Board approved the resident's request to keep his RV that is longer than 25' in his driveway until the end of February in order to complete some repairs.
4. **Committee Reports:**
 - a. **Newsletter Editor:** Mrs. Flanagan emailed her report that the last newsletter went out as scheduled. The next newsletter will be sent out next month and should have the date of the May yard sale in it.
 - b. **Website Editor:** No coordinator present; no report given.
 - c. **Beautification Committee:** Ms. Berube reported that she is working on getting the new holiday wreaths stored. The committee is going to look at the entrance beds with a Master Gardener to see what improvements can be made.
 - d. **Lakes Management:**
 1. **Lake 1:** Mr. Spell reported that he will review the proposed 2016 Solitude contract and then will discuss it with Solitude to make any necessary changes.



Lake 2: Mr. Keplesky reported that he met with Solitude about a new contract and has turned it over to Mr. Spell to review. One fountain on Lake 2 had a bearing issue and has been pulled for repair.

- e. Storm Water: No coordinator present; no report given.
 - f. CERT: No coordinator present; no report given.
 - g. Welcoming Committee: Mr. Ebert reported that he welcomed 4 new residents this month.
 - h. Grounds Maintenance: Ms. Knaub reported no new developments.
 - i. Architectural Review (ARC): There have been two (2) ARC requests submitted since the last BOD meeting. One of them has been approved, the other is still pending.
 - 918 TLD — add concrete pad at side of garage for trailer (approved)
 - 113 RR — replace and widen concrete driveway, including existing gravel section to street (pending)
 - j. Covenants Compliance: Ms. Knaub presented the latest report and took questions from the Board. The Board provided guidance on several properties.
5. **Treasurer's Report**: Mr. Rossi presented the latest financial report and answered questions from the Board.
6. **Old Business**
- Goose Round-up: Mr. Maddox reported on the status of the application for a Canada goose Round-up. The Policy Prohibiting the Feeding of Resident Canada Geese will be discussed at a future meeting.
 - Lake/Trail Use Signs: Mr. Spell reviewed the Board's resolution prohibiting swimming/wading in the lakes and the trail use rules. Posting signs to limit the Association's liability will be discussed at a future meeting.
 - Open Items From Previous Meetings: The Board reviewed updates on the open items.
7. **New Business**
- Policy Resolution 2016-02-16: Collection Policy for Assessments and Charges: The Board discussed the proposed Collection Policy and recommended several revisions that will be incorporated. The updated policy will be voted on at a future meeting.



8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, March 15, 2016 at 7 pm at the Poquoson Library.
9. **Adjournment**: A motion was made, seconded, and unanimously approved to adjourn the meeting at 8:44 pm.

Submitted by Cox & Lee Management, Inc.