



**Board of Director's Monthly Meeting Minutes  
March 15, 2016**

1. **Call to Order:** Mr. Bob Spell convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:02 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  
Pete Peters: Member-at-Large  
Charlie Rossi: Secretary/Treasurer  
Shirley Flanagan: Newsletter Editor  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Robert Cox: Association Manager, Cox & Lee Management, Inc.  
Sarah Knaub: Secretarial Services, Cox & Lee Management, Inc.

Personnel absent:

Ron Maddox: Member-at-Large  
Dave West: Member-at-Large  
Clint Flanagan: Website Editor  
Terri Berube: Beautification Committee  
Bill Keplesky: Lake 2 Coordinator  
Denise Bertelli: Beautification Committee

2. **Approval of Previous Minutes:** A motion was made, seconded, and unanimously approved to approve the minutes from the BOD meeting held February 16, 2016.
3. **Home Owner Issues:** Mrs. Flanagan expressed concern about a business adjacent to the Tabb Lakes property. Mr. Cox suggested she contact the county Codes department and/or their County Supervisor.
4. **Committee Reports:**
  - a. **Newsletter Editor:** Mrs. Flanagan reported that the deadline for newsletter submissions is Monday, March 21. The date of the neighborhood yard sale was set for Saturday, May 14. The current Newsletter Advertising Policy was revised to stipulate that homeowner-owned business advertisements have priority over paid advertisements.
  - b. **Website Editor:** Mr. Flanagan emailed his report that he has performed routine maintenance on the website and confirmed that all of the email links from the website are operational. To date there has been no activity on the Discussion Forum.
  - c. **Beautification Committee:** Ms. Bertelli emailed her report on the guidelines for the Yard of the Month program. The Board approved the guidelines and suggested one change.



d. Lakes Management:

Lake 1: Mr. Spell reported that he worked with Solitude to develop a new annual contract that will bring certainty to when the lake water may be used for irrigation purposes. Solitude will limit the use of lawn-damaging chemicals to the month of May. For the remaining months of the year Solitude will utilize chemicals at an appropriate rate to ensure that water used for irrigation will not be impacted. Mr. Spell will sign and return the contract.

Lake 2: Mr. Keplesky emailed his report that he is continuing to monitor Solitude's service reports against the work performed.

e. Storm Water: Mr. Lafreneye reported no new developments.

f. CERT: Mr. Lafreneye reported no new developments.

g. Welcoming Committee: Mr. Ebert reported that he has not welcomed any new residents this month.

h. Grounds Maintenance: Mr. Cox reported no new developments. The Board provided guidance about CLM's role in coordinating with the landscape contractor.

i. Architectural Review (ARC): There have been five ARC requests submitted since the last BOD meeting. Two of them have been approved, three others are still pending.

- 113 Richard Run— Replace and widen concrete driveway, including existing gravel section to street (approved)
- 127 Leslie Lane—Back yard fence (approved)
- 105 Leslie Lane—Back yard fence (approved)
- 308 Tabb Lakes Drive—Back yard vinyl shed (after-the-fact approval request, pending)
- 103 Tiger Paw Path—In-ground pool (pending)
- 204 Tiger Run—Replace and widen driveway, including existing gravel section to street (pending)

j. Covenants Compliance: Mr. Cox presented the latest report and took questions from the Board. The Board provided guidance on several properties. The Board confirmed that mold violations cited this week will be given 60 days (instead of 30) to be brought into compliance to allow for completion after pollen season.

5. **Treasurer's Report:** Mr. Rossi presented the latest financial report and answered questions from the Board. He reported that 390 assessments have been paid and the Association's taxes have been filed.

6. **Old Business**

- Policy Resolution 2016-03-15: Collection Policy for Assessments and Charges: A motion was made, seconded and unanimously approved to approve Resolution 2016-03-15.



- Goose Round-up: Mr. Maddox emailed an update of the progress with arranging for a USDA Canada Goose Round-up and confirmed that the organization's onsite visit will be in early May.
- Lake/Trail Use Signs: The Board reviewed the proposed Lake 1/Trail Use signs.
- Open Items From Previous Meetings: The Board reviewed updates on the open items.

7. **New Business**:

- Mr. Peters submitted his resignation from the Board as of the end of April due to his military retirement and impending relocation. The Board thanked Mr. Peters for his service to the Board.

8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, April 19, 2016 at 7 pm at the Poquoson Library.

9. **Adjournment**: A motion was made, seconded, and unanimously approved to adjourn the meeting at 8:35 pm.

Submitted by Cox & Lee Management, Inc.