



**Board of Director's Monthly Meeting Minutes
May 17, 2016**

1. **Call to Order:** Mr. Bob Spell convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:00 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
Bill Hopkins: Member-at-Large
Lou Lafrenaye: Stormwater/CERT Coordinator
Bill Keplesky: Lake 2 Coordinator
Clint Flanagan: Website Editor
Shirley Flanagan: Newsletter Editor
Robert Cox: Association Manager, Cox & Lee Management, Inc.
Sarah Knaub: Secretarial Services, Cox & Lee Management, Inc.

Personnel absent:

Dave West: Member-at-Large
Charlie Rossi: Secretary/Treasurer
Terri Berube: Beautification Committee
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 April 19, 2016.
3. **Home Owner Issues:** No homeowners present; no issues discussed.
4. **Committee Reports:**
 - a. **Newsletter Editor:** Ms. Flanagan reported that the next newsletter deadline is in August.
 - b. **Website Editor:** Mr. Flanagan reported that he has performed the regular maintenance on the website. There are now 296 residents who receive the newsletter electronically.
 - c. **Beautification Committee:** No coordinator present; no report given.
 - d. **Lakes Management:**
 - Lake 1:** Mr. Spell reported no new developments.
 - Lake 2:** Mr. Keplesky reported that the fountain has been repaired and is fully operational.



- e. Storm Water: Mr. Lafreneye reported that he provided a homeowner with information about the proper procedure for piping and covering their drainage ditch.
 - f. CERT: Mr. Lafreneye reported that Annetta Norwood is taking over as the CERT liaison. CERT will be represented at the Neighborhood Block Party on August 27. He sent out a CERT update email and he will be providing a standard informational article that can be put out before a hurricane via the electronic newsletter distribution list.
 - g. Welcoming Committee: Mr. Ebert reported that he has welcomed 2 new residents (renters) this month.
 - h. Grounds Maintenance: Mr. Cox reported no new developments.
 - i. Architectural Review (ARC): There have been two ARC requests approved since the last BOD meeting.
 - 126 Gardenville Dr.—Extend concrete driveway to street and widen front sidewalk
 - 106 Tiger Run—Construct backyard shed
 - j. Covenants Compliance: Mr. Cox presented the latest report and took questions from the Board. The Board provided guidance on several properties.
5. **Treasurer's Report**: Mr. Cox reported that 425 owners have paid their 2016 Assessments. The Board requested that CLM contact the delinquent homeowners via email if possible, or by regular mail with a Second Late Notice. Certified letters will be sent next month to those who still have not paid.
6. **Old Business**
- Goose Round-up: Mr. Maddox reported on the status of plans for a USDA Wildlife Services Goose Round-up.
 - Lake/Trail Use Signs: CLM provided Mr. Ebert with three estimates for signs. He review them and provide an update to the Board at the next Board meeting.
 - Open Items From Previous Meetings: The Board reviewed updates on the open items.
7. **New Business**:
- Mr. Keplesky inquired about the enforcement of TLHA regulations pertaining to the parking and storage of commercial vehicles on neighborhood properties. A new resolution, designed to provide the least restrictive definition of a commercial vehicle while balancing the Association's need to protect and enhance property values, will be circulated via email and discussed at the next Board meeting.

Tabb Lakes Homes Association



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8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, June 21, 2016 at 7 pm at the Poquoson Library.
9. **Adjournment**: A motion was made, seconded, and unanimously approved to adjourn the meeting at 8:32 pm.

Submitted by Cox & Lee Management, Inc.