



**Board of Director's Monthly Meeting Minutes  
July 19, 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  
Dave West: Member-at-Large  
Charlie Rossi: Secretary/Treasurer  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Bill Keplesky: Lake 2 Coordinator  
Kelli Wright: Activities Coordinator  
Robert Cox: Association Manager, Cox & Lee Management, Inc.  
Sarah Knaub: Secretarial Services, Cox & Lee Management, Inc.

Personnel absent:

Terri Berube: Beautification Committee  
Christel Doucette: Beautification Committee  
Clint Flanagan: Website Editor  
Shirley Flanagan: Newsletter Editor

2. **Approval of Previous Minutes:** A motion was made, seconded, and unanimously approved to approve the minutes from the BOD meeting held June 21, 2016.

3. **Home Owner Issues:** Mr. Cox reported that a homeowner emailed him with a concern about algae and mosquitoes at the lake edge. Mr. Keplesky reported that he spoke with the lake management company about the algae recently and they will be treating it as part of their regular maintenance. Mosquitoes do not breed as a result of low water levels at the lake edge, so the resident will be advised to consult with York County's mosquito control division about a mosquito inspection.

4. **Committee Reports:**

- a. **Newsletter Editor:** Mrs. Flanagan emailed her report that the next newsletter deadline is after the August Board meeting. The date of the AGM will need to be in that issue.
- b. **Website Editor:** Mr. Flanagan emailed his report that he performed routine maintenance on the web site including posting BOD minutes, reviewing transaction files, and checking electronic newsletter email addresses. He reported that there is no increase in the webhost's fee for the next year.
- c. **Beautification Committee:** No coordinator present; no report given.



- d. Activities: Mrs. Wright reported that she attended a planning meeting for the Neighborhood Block Party. She also sent out an email to people who had indicated an interest in helping with Activities and received one response. She will make sure the donation to the event authorized by the Board gets delivered.
  - e. Lakes Management:
    - Lake 1: Mr. Spell reported no new developments.
    - Lake 2: Mr. Keplesky reported no new developments
  - f. Storm Water: Mr. Lafrenaye provided updates on (1) his progress with having some dredging done in Lake 1, (2) obtaining County assistance with increased sediment buildup in Lake 2 and stormwater volume in both lakes, and (3) the footbridge that has been placed across the Lake 1 spillway.
  - g. CERT: Mr. Lafreneye reported that he has completed a brief hurricane preparedness guide that will be sent out via the electronic newsletter distribution list. Information about the Neighborhood Block Party will also be sent. The next CERT training class will be in September.
  - h. Welcoming Committee: Mr. Ebert reported that he welcomed 2 new residents this month.
  - i. Grounds Maintenance: Mr. Cox reported that he has noted that there are some potholes developing in the neighborhood streets. The Board requested that CLM contact VDOT about having them repaired. Mr. Cox suggested that some improvements to the neighborhood entrances should be made. The Board requested that CLM get quotes for re-landscaping the Route 134 entrance. Improvements to other entrances will be considered as well.
  - j. Architectural Review (ARC): There has been one ARC request approved since the last BOD meeting.
    - 106 Gardenville—install awnings on 2 windows
  - 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. Rossi presented the latest financial statement and answered questions from the Board. There are currently 3 homeowners who have not paid their 2016 Assessments. Late Notices have been sent via certified mail. Mr. Rossi made the \$22,300 transfer to the reserve account as per the approved 2016 Budget.
6. **Old Business**
- Resolution 2016-07-19: A motion was made, seconded and unanimously approved to approve Resolution 2016-07-19: Vehicle Storage. Communicating the details of the resolution to the Association membership will be discussed at a future Board meeting.



- Goose Round-up: Mr. Maddox reported on the USDA goose round-up that took place earlier in the month.
- Lake/Trail Use Signs: Mr. Ebert reviewed designs from several different sign companies. The Board offered suggestions to the wording and style. Mr. Ebert will send out the final revision to the wording via email.
- Open Items From Previous Meetings: The Board reviewed updates on the open items.

7. **New Business**:

8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, August 16, 2016 at 7 pm at the Poquoson Library.
9. **Adjournment**: A motion was made, seconded, and unanimously approved to adjourn the meeting at 8:42 pm.

Submitted by Cox & Lee Management, Inc.