



**Board of Director's Monthly Meeting Minutes  
August 16, 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  
Ron Maddox: Member-at-Large  
Bill Hopkins: Member-at-Large  
Dave West: Member-at-Large  
Charlie Rossi: Secretary/Treasurer  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Shirley Flanagan: Newsletter Editor  
Terri Berube: Beautification Committee  
Bill Keplesky: Lake 2 Coordinator  
Robert Cox: Association Manager, Cox & Lee Management, Inc.  
Sarah Knaub: Secretarial Services, Cox & Lee Management, Inc.

Personnel absent:

Keith Ebert: Vice-President/Welcoming Coordinator  
Christel Doucette: Beautification Committee  
Kelli Wright: Activities Coordinator  
Clint Flanagan: Website Editor

2. **Approval of Previous Minutes:** A motion was made, seconded, and unanimously approved to approve the minutes from the BOD meeting held July 19, 2016.

3. **Home Owner Issues:** No homeowners present; no issues discussed.

4. **Committee Reports:**

- a. **Newsletter Editor:** Mrs. Flanagan reported that the deadline for the next newsletter is on Monday, August 22, 2016. Topics for articles were discussed.
- b. **Website Editor:** No coordinator present; no report given.
- c. **Beautification Committee:** Ms. Berube reported that the committee has given three Yard of the Month awards so far.
- d. **Activities:** No coordinator present; no report given.
- e. **Lakes Management:**
  - Lake 1:** Mr. Spell reported no new developments.



Lake 2: Mr. Keplesky reported that he recently helped a new lakefront homeowner with information about the lake and drainage ditches on the homeowner's property.

- f. Storm Water: Mr. Lafrenaye reported that he has developed a Statement of Work to use when soliciting quotes for the dredging that he recommends be done in Lake 1. He has also written a response to be sent to the Department of Public Works for York Co. thanking them for their support in adding the Tabb Lakes drainage system to the planned Capital Improvement Project for 2018. He will be meeting with County Supervisor Sheila Noll to seek her support for the CIP.
  - g. CERT: Mr. Lafrenaye reported that the next CERT training class will be in September. He will work with TLHA website editor Mr. Flanagan to send out the flyer for the Neighborhood Block Party to the neighborhood electronic distribution list.
  - h. Welcoming Committee: Mr. Ebert emailed his report that he welcomed 2 new residents this month.
  - i. Grounds Maintenance: Mr. Cox reported that several potholes in the neighborhood have been repaired by VDOT. He has put in a request with VDOT to inspect an area of the neighborhood where the roadside ditches have been filled in. CLM will get quotes for re-landscaping the Route 134 entrance.
  - j. Architectural Review (ARC): There has been one ARC request approved since the last BOD meeting.
    - 125 Gardenville Dr. — remove, replace and extend aggregate driveway
  - 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 is currently one homeowner who has not paid his 2016 Assessment. His account will be submitted to the Association's attorney for collection.
6. **Old Business**
- How to communicate details of Resolution 2016-07-19: Vehicle Storage to the Association membership: Information about the new regulations will be in the upcoming newsletter. The Covenants Compliance Guidelines Table will be revised to reflect the change.
  - Lake/Trail Use Signs: Mr. Cox presented a draft of the Lake & Trail Use Rules signs. A motion was made, seconded and approved to have CLM move forward with having the sign installed.
  - Open Items From Previous Meetings: The Board reviewed updates on the open items.



7. **New Business:**

- **Neighborhood Facebook Page:** Mr. Maddox inquired about oversight of the neighborhood's Facebook page. Draft guidelines for the page will be circulated and discussed at a future Board meeting.

8. **Date Confirmation:** The next regular Board meeting is scheduled for Tuesday, September 20, 2016 at 7 pm at the Poquoson Library. The AGM is scheduled for October 25, 2016 at the Tabb Library.

9. **Adjournment:** A motion was made, seconded, and unanimously approved to adjourn the meeting at 8:24 pm.

Submitted by Cox & Lee Management, Inc.