



**Board of Director's Monthly Meeting Minutes  
October 17, 2017**

1. **Call to Order:** Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:00 pm in the Poquoson Public Library, Poquoson, VA.

Personnel in attendance:

Keith Ebert: President  
Todd Rippey: Vice-President  
John Noble: Member-at-Large/Lake 1 Coordinator  
Bill Keplesky: Member-at-Large/Lake 2 Coordinator  
Ron Maddox: Member-at-Large  
Charlie Rossi: Secretary/Treasurer  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Sarah Knaub: Associate Manager, Cox & Lee Management, Inc. (CLM)  
Robert Cox: Association Manager, Cox & Lee Management, Inc. (CLM)  
One Homeowner was in attendance

Personnel absent:

Shirley Flanagan: Newsletter Editor  
Terri Berube: Beautification Committee  
Clint Flanagan: Website Coordinator

2. **Approval of Previous Minutes:** Mr. Ebert made a motion, which was seconded and unanimously approved, to approve the minutes from the BOD meeting held September 19, 2017.

3. **Home Owner Forum:** One homeowner was present at the meeting. He was there to see how the Board operates and to review options for volunteering.

4. **Committee Reports:**

- a. Newsletter Editor: No coordinator present; no report given.
- b. Website Editor: Mr. Flanagan emailed his report that he has performed the routine maintenance on the website.
- c. Beautification Committee: Ms. Berube emailed her report that the committee will be putting out the holiday decorations at the neighborhood entrances and will coordinate the Holiday Decorations Contest.
- d. Lakes Management:
  - Lake 1: Mr. Noble reported no new developments.



Lake 2: Mr. Keplesky gave an update on an ongoing homeowner issue and answered some questions from the homeowner who was in attendance. He also reported on a possible electrical issue with the aerator compressor.

- e. Storm Water: Mr. Lafrenaye reported that he assisted a homeowner with a ditch-related issue. He has confirmed that the lake outflows are in good shape and he will continue to monitor them as the leaves start dropping.
  - f. CERT: Mr. Lafrenaye reported that two TLHA residents are part of a CERT class that is graduating on the 28<sup>th</sup>. He reported on some future programs that will be provided for CERT graduates.
  - g. Welcoming Committee: Mr. Ebert reported that he has welcomed one new resident to the neighborhood since the last Board meeting.
  - h. Grounds Maintenance: Ms. Knaub reported that she followed up with the irrigation contractor about an issue with the system.
  - i. Architectural Review (ARC): There have been three (3) ARC requests approved since the last BOD meeting.
    - 929 TLD—Construct backyard fence
    - 414 BWD—Change color of shutters, garage door and front door
    - 211 TR—Small concrete addition to side of driveway and pave driveway apron
  - j. Covenants Compliance: Mr. Cox presented the latest report and took questions from the Board. The Board provided guidance on several properties. The Board voted to submit a Motion to Continue for a case previously sent to the Association’s attorney.
6. **Treasurer’s Report**: Mr. Rossi provided the latest financial statement and answered questions from the Board.
7. **Old Business**
- Neighborhood Facebook Page: Mr. Ebert reported that he met with the neighborhood Facebook page administrator and updated the Board about his progress with making some changes.
  - Lake 1 Dredging Project: Mr. Ebert reported that he will submit the Army Corps of Engineer’s Applications for Jurisdictional Determination.
  - AGM Power Point Presentation: The Board and committee coordinators reviewed the Power Point presentation that will be used at the AGM on Oct. 24.
  - 2017/2018 Budget: Mr. Rossi presented the proposed 2017/2018 budget and answered questions from the Board. Several changes will be made and the budget will be re-circulated



to the Board members. 2018 assessments will be \$187.35 for lakefront homes and \$166.65 for non-lakefront homes as adjusted for the 2.4% CPI increase.

- Open Items From Previous Meetings: The Board reviewed updates on the open items.

8. **New Business**

- Status of Nominations for New Board Members: Mr. Rippy confirmed that he will not be running for re-election and Mr. Maddox confirmed that he is willing to serve another term. The Nominations Coordinators have so far been unable to identify any residents who are willing to be nominated to run for Board positions. Official nominations from the floor and elections will take place at the AGM.

9. **Date Confirmation**: The AGM is scheduled for Tuesday, October 24, 2017 at the Tabb Library. The next regular Board meeting is scheduled for Tuesday, November 21, 2017 at the Poquoson Public Library meeting room.

10. **Adjournment**: Mr. Ebert adjourned the meeting at 8:47 pm.

Submitted by Cox & Lee Management, Inc.