



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes
June 19, 2018**

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
Ellis Sharadin: Vice President
Rob Self: Member-at-Large
Ron Maddox: Member-at-Large
Lou Lafrenaye: Stormwater/CERT Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

John Noble: Member-at-Large/Lakes Coordinator
Charlie Rossi: Secretary/Treasurer
Angela Hurst: Beautification Committee Coordinator
Shirley Flanagan: Newsletter Editor
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 May 15, 2018.

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

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan emailed her report that there have been no new developments.
- b) **Website Editor**: Mr. Flanagan emailed his report that he completed the routine monthly maintenance on the website.
- c) **Beautification Committee**: Ms. Hurst emailed her report that the committee will work on a plan for bulbs and perennials to be planted at the entrances in the fall. The June Yard of the Month winner was 210 Tabb Lakes Dr.
- d) **Lakes Management**: Mr. Noble emailed his report that all lake equipment is functioning properly. The lakes were treated with herbicide in May and the lake water is now back to being suitable for irrigation. Residents are reminded not to use the lakeside trail while the dredging is going on.

APPROVED MINUTES



- e) Storm Water: Mr. Lafrenaye reported that he will be taking photos/videos of the dredging project to provide to York County. The Lake 1 dredging project is one of the first of its kind in the area.
 - f) CERT: Mr. Lafrenaye reported that the CERT pages on the TLHA website have been updated and that the 2018 Neighborhood Safety Seminars are planned for July 25.
 - g) Welcoming Committee: Mr. Ebert reported that there have been two (2) new residents to welcome to the neighborhood since the last Board meeting.
 - h) Grounds Maintenance: Ms. Knaub reported that the new street name signs for the Coventry Blvd. intersections with both Bridge Wood Dr. and Gardenville Dr. have been installed. Mr. Lafrenaye confirmed that he has reinstalled the Neighborhood Watch sign on the new sign post.
 - i) Architectural Review (ARC): There have been three (3) ARC requests approved since the last BOD meeting.
 - 105 Tiger Paw Path—replace deck
 - 135 Leslie Lane—install brick retaining wall at front corner ditch
 - 119 Leslie Lane—replace existing backyard fence
 - j) Covenants Compliance: Ms. Knaub reviewed the latest inspection report and answered questions from the Board. The Board provided guidance on several issues.
5. **Treasurer's Report**: Ms. Knaub presented the Treasurer's Report that was provided by Mr. Rossi. Approximately 99% of the 2018 homeowner assessments have been received. The 2018 deposit to the Reserve Account has been made.
6. **Old Business**
- Lake 1 Dredging Project: Mr. Ebert reported that he has spoken with the supervisor of the team that will be performing the dredging on Lake 1. The estimated start date is June 21, 2018.
 - Dominion Watch Lights: Mr. Sharadin reported that he has reached out to one of his old contacts from Dominion Energy about the process that needs to be followed to report maintenance issues on the neighborhood's Watch Lights.
 - Open Items From Previous Meetings: The Board reviewed updates on the open items.
7. **New Business**
- Revised Association Complaint Procedure: Mr. Ebert made a motion, which was seconded and unanimously approved, to approve the revised Association Complaint



Procedure in compliance with Section 55-503(E) of the Virginia Code. The revision was to update the mailing address for the Association's management company.

- TLHA Insurance: Ms. Knaub presented quotes from three insurance carriers specializing in community association insurance and answered questions from the Board. Mr. Ebert made a motion, which was seconded and unanimously approved, to move the Association's liability insurance policies to the Philadelphia Insurance Company and the Directors & Officers policy to CNA insurance. All coverage is at or above the limits required by the Virginia Code.
 - Lake 2 Coordinator Position: One resident has expressed interest in serving as the Lake 2 Coordinator. Mr. Noble will be asked to follow up with the resident.
8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, July 17, 2018 at the Poquoson Public Library meeting room.
9. Adjournment: Mr. Ebert adjourned the meeting at 8:07 pm.

Submitted by Victory Community Management, Inc.