



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes
August 20, 2019**

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
Samuel Ray: Member-at-Large
Ruhana Saif: Member-at-Large
Charlie Rossi: Secretary/Treasurer
Shirley Flanagan: Newsletter Editor
Neal VanHouten: Neighborhood Watch Coordinator
Karen Christensen: Beautification Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Ron Maddox: Member-at-Large
Lou Lafrenaye: Stormwater/CERT Coordinator
Angela Hurst: Beautification Coordinator
Clint Flanagan: Website Coordinator
John Noble: Lakes 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 July 16, 2019.

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

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported that the next newsletter deadline is August 26, 2019. Topics for articles were discussed.
- b) **Website Editor**: Mr. Flanagan reported via email he performed the normal website maintenance and also disseminated information about the Neighborhood Block Party. In addition, he added a local backup application to the website to provide protection in the event that the web host suffers a catastrophic failure.
- c) **Beautification Committee**: Ms. Christensen reported that the 4th Yard of the Month has been awarded to 105 Heath Place.
- d) **Lakes Management**: Mr. Noble sent in his report that there are no new developments.



- e) Storm Water: No coordinator present; no report given.
 - f) CERT: No coordinator present; no report given.
 - g) Welcoming Committee: Mr. Ebert reported he has welcomed six (6) new residents to the neighborhood since the last Board meeting.
 - h) Neighborhood Watch: Mr. VanHouten presented research he has done to look at local crime trends. His research indicates that for February to August, 2019 there have only been three incidents reported to have taken place in Tabb Lakes.
 - i) Grounds Maintenance: Ms. Knaub reported no new developments.
 - j) Architectural Review (ARC): Ms. Knaub reported there has been one (1) ARC request approved since the last Board meeting:
 - 810 Tabb Lakes Dr.—Converting screened porch into sunroom, adding deck
 - k) Covenants Compliance: Ms. Knaub reviewed the report from the latest Covenants Compliance inspection and answered questions from the Board.
5. **Treasurer's Report**: Mr. Rossi presented the Treasurer's Report and answered questions from the Board. He reported that 100% of the annual assessment payments have been received.
6. **Old Business**
- Possible Lake Dredging: Mr. Ebert reported on an upcoming meeting with a representative from a lake maintenance company to obtain an estimate and information about two possible lake dredging projects.
 - Improvements at Mid-Atlantic Place: Mr. Sharadin reported on his progress with increasing the lighting at the Mid-Atlantic Place entrance to the neighborhood. He also reported that he will follow up with the manager of the Speedway gas station about installing a stop sign and stop line at their exit onto Mid-Atlantic Place.
 - Open Items From Previous Meetings: The Board reviewed updates on the open items.



7. **New Business:**

- **Annual Reserve Study Review:** The Board reviewed the current Reserve Study and confirmed that current allocations to the Reserve Fund are sufficient based on current estimates for costs required to repair, replace and restore the Association's capital components.
- **AGM Power Point Presentation:** The Board requested that Victory Community Management update the slide presentation for this year's annual membership meeting. Board members and committee coordinators will be asked to update their slides after the September Board meeting.

8. **Date Confirmation:** The next regular Board meeting is scheduled for Tuesday, September 17, 2019 at the Poquoson Public Library. The AGM is scheduled for October 23, 2019 at 7pm at the Tabb Library.

9. **Adjournment:** Mr. Ebert adjourned the meeting at 8:02 pm.

Submitted by Victory Community Management, Inc.