



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes
February 18, 2020**

1. **Call to Order**: Mr. Sharadin convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:02 pm in the Poquoson Public Library, Poquoson, VA.

Personnel in attendance:

Ellis Sharadin: Vice President
Ron Maddox: Member-at-Large
Samuel Ray: Member-at-Large
Angela Hurst: Beautification Coordinator
Lou Lafrenaye: Stormwater/CERT Coordinator
Shirley Flanagan: Newsletter Editor
John Noble: Lakes Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Keith Ebert: President
Ruhana Saif: Member-at-Large
Charlie Rossi: Secretary/Treasurer
Clint Flanagan: Website Coordinator
Neal VanHouten: Neighborhood Watch Coordinator

2. **Approval of Previous Minutes**: Mr. Sharadin made a motion, which was seconded and unanimously approved, to approve the minutes from the BOD meeting held January 21, 2020.

3. **Home Owner Forum**: No homeowners present.

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported the next newsletter deadline is Feb. 24. Topics for articles were discussed.
- b) **Website Editor**: Mr. Flanagan emailed his report that he completed the usual website maintenance and also added 4 new subscribers to the email distribution list. There are currently 275 homes subscribed to both the E-Newsletter and email notification lists with an additional 30 homes subscribed to just the email notification list.
- c) **Beautification Committee**: Ms. Hurst reported no new developments.
- d) **Lakes Management**: Mr. Noble reported no new developments.
- e) **Storm Water**: Mr. Lafrenaye reported that the outflow area in Lake 1 has been cleaned out. The stormwater drainage system did well after the recent 3-inch rain.

APPROVED MINUTES



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- f) CERT: Mr. Lafrenaye reported the statewide Tornado Drill will be held on March 17. The Neighborhood Block Party is planned for August 29th.
 - g) Welcoming Committee: Mr. Ebert emailed that he has welcomed two (2) new residents since the last Board meeting.
 - h) Neighborhood Watch: No coordinator present; no report submitted.
 - i) Grounds Maintenance: Ms. Knaub reported that the annual maintenance on the new plants at Lake 1 has been completed.
 - j) Architectural Review (ARC): Ms. Knaub reported there has been one (1) ARC request approved since the last Board meeting.
 - 110 Elise Pl. — Driveway extension to detached garage in back yard and sidewalk to front door
 - k) Covenants Compliance: Ms. Knaub reported on the latest Covenants Compliance inspection. The inspection focused on dirty/stained roofs and rusty/peeling chimney caps. This list has been given to the Board for confirmation; Board member votes will be used to determine which properties are sent violation notices. The Board provided guidance on several outstanding covenants compliance issues.
5. Treasurer's Report: Ms. Knaub presented the latest Treasurer's Report provided by Mr. Rossi.
6. Old Business
- Improvements at Mid-Atlantic Place: Mr. Ray made a motion which was seconded and unanimously approved to pay Dominion \$150.18 to convert the Watch Light at 317 BWD to an LED fixture that would provide a higher light output.
 - Open Items From Previous Meetings: The Board reviewed updates on the open items.
7. New Business: No new business was brought before the Board.
8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, March 17, 2020 at the Poquoson Public Library in the LARGE STUDY ROOM.
9. Adjournment: Mr. Sharadin adjourned the meeting at 8:12 pm.

Submitted by Victory Community Management, Inc.

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