



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes
April 21, 2020**

1. **Call to Order**: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:05 pm. The meeting was held online via Zoom.

Personnel in attendance:

Keith Ebert: President
Ellis Sharadin: Vice President
Ron Maddox: Member-at-Large
Samuel Ray: Member-at-Large
Ruhana Saif: Member-at-Large
Charlie Rossi: Secretary/Treasurer
Angela Hurst: Beautification Coordinator
Lou Lafrenaye: Stormwater/CERT Coordinator
Clint Flanagan: Website Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Neal VanHouten: Neighborhood Watch Coordinator
John Noble: Lakes Coordinator
Shirley Flanagan: Newsletter Editor

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 February 18, 2020.

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

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported via email that the next newsletter is scheduled to go out at the end of April. Mr. Sharadin made a motion, which was seconded and unanimously approved to delay this issue of the newsletter until after the May Board meeting.
- b) **Website Editor**: Mr. Flanagan reported that he completed the usual website maintenance and sent several emails through the neighborhood distribution list.
- c) **Beautification Committee**: Ms. Hurst reported the Yard of the Month program will start in May.
- d) **Lakes Management**: No coordinator present; no report given.

APPROVED MINUTES



- e) Storm Water: Mr. Lafrenaye reported that the neighborhood's storm water drainage system has performed well during the last few rain events.
 - f) CERT: Mr. Lafrenaye reported no new developments.
 - g) Welcoming Committee: Mr. Ebert emailed that he has not welcomed any new residents since the last Board meeting due to Covid-19 concerns.
 - h) Neighborhood Watch: No coordinator present; no report given.
 - i) Grounds Maintenance: Ms. Knaub reported the irrigation system at the 134 entrance has been turned on for the season. No repairs were needed.
 - j) Architectural Review (ARC): Ms. Knaub reported there has been one (1) ARC request approved since the last Board meeting and one (1) request is pending.
 - 101 Adele Ct. — Color change (front door – dark gray, shutters – black) and a new window on either side of chimney
 - 219 Gardenville Dr. – Change shutters to navy blue (pending site inspection)
 - k) Covenants Compliance: Ms. Knaub reported on the latest Covenants Compliance inspection and answered questions from the Board.
 - While inspections will continue on their normal schedule, reasonable extensions to deadlines are being given for homeowners who request them due to the coronavirus pandemic.
 - Mr. Ebert made a motion, which was seconded and unanimously approved to invite one homeowner with several outstanding covenants compliance issues to attend a Board Hearing if his upcoming deadline is not met.
5. **Treasurer's Report**: Mr. Rossi presented the latest Treasurer's Report and answered questions from the Board. 93% of all annual assessments have been paid. The Association's tax returns have been filed and tax payments will be made.
6. **Old Business**
- Improvements at Mid-Atlantic Place: Mr. Sharadin shared that the Dominion Watch Light at the intersection of Bridge Wood Dr. and Mid-Atlantic Place has been converted to an LED fixture. Any other improvements to this area are pending the determination from York County about whether a sidewalk will be installed.
 - Open Items From Previous Meetings: The Board reviewed updates on the open items.
7. **New Business**: No new business was brought before the Board.

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8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, May 19, 2020. If gathering restrictions due to Covid-19 have been lifted and the room is available, the meeting will be held at the Poquoson Public Library. If restrictions are still in place, the meeting will be held via Zoom. Homeowners will be notified via the neighborhood email list and meeting information will be posted on the Association's website, www.TabbLakes.org.

9. **Adjournment**: Mr. Ebert adjourned the meeting at 7:54 pm.

Submitted by Victory Community Management, Inc.