



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes
August 18, 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 via Zoom in accordance with Amendment 28 to the House Bills 29 and 30 during the State of Emergency due to the coronavirus pandemic.

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
Lou Lafrenaye: Stormwater/CERT Coordinator
Shirley Flanagan: Newsletter Editor
Clint Flanagan: Website Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Charlie Rossi: Secretary/Treasurer
Angela Hurst: Beautification Coordinator
Neal VanHouten: Neighborhood Watch 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 21, 2020.

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

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported the next newsletter deadline will be Monday, August 24. Topics for articles were discussed.
- b) **Website Editor**: Mr. Flanagan reported that he performed the usual website maintenance and emailed homeowners about an impending storm and the upcoming Board meeting.
- c) **Beautification Committee**: Ms. Hurst emailed the July Yard of the Month winners were Steven and Kimberly Clore of 201 Gardenville Dr. She also provided an update on several improvements the committee would like to make to the landscaping at the Mid-Atlantic Place entrance.

APPROVED MINUTES



- d) Lakes Management: Mr. Noble emailed a quote from the lakes maintenance contractor to replace the compressors for the subsurface aeration systems on both lakes. They recommend an upgraded unit including fans to help prolong the life of the equipment. Mr. Ebert made a motion, which was seconded and unanimously approved to replace the compressors for a total cost of \$3610.01 to be paid from the reserve fund.
- e) Storm Water: Mr. Lafrenaye reported the storm water drainage system worked well during the recent storm.
- f) CERT: Mr. Lafrenaye reported he disseminated information to homeowners about preparing their properties for the recent storm and sent out a post-storm report.
- g) Welcoming Committee: Mr. Ebert reported he has welcomed one (1) new resident since the last Board meeting.
- h) Neighborhood Watch: No coordinator present; no report given.
- i) Grounds Maintenance: Ms. Knaub reported the beginning of the Lake 1 trail has become overgrown with weeds and saplings. Mr. Noble and Mr. Lafreneye will work to clear the area.
- j) Architectural Review (ARC): Ms. Knaub reported there have been three (3) ARC requests approved since the last Board meeting.
- 129 Leslie Ln.—Exterior painting (black)
 - 304 Heath Place – 6’ wooden fence across front of one side to join w/neighbor
 - 103 Tiger Paw Path – Exterior Painting (blues)
- k) Covenants Compliance: Ms. Knaub reported on the latest Covenants Compliance inspection. The Board provided guidance on several properties.
- 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.
5. **Treasurer’s Report**: Ms. Knaub presented the Treasurer’s Report that Mr. Rossi sent via email. The annual contribution to the Reserve Fund of \$22,300 (\$50 per household) has been made. Two assessments remain unpaid.
- Draft FY 2020-21 Budget: This item was tabled until the next meeting.
6. **Old Business**
- Fishing Pier: Mr. Ebert presented the proposed design and location for a possible fishing pier. Contractors will be asked for estimates once a Request for Proposal is finalized.



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- Stormwater Ditches: Mr. Ebert provided an update on the status of the request to VDOT for an on-site evaluation of the neighborhood's roadside ditches.
- HOA Communication: Mr. Maddox provided an update on setting up a more formal neighborhood email list to be used for official Association communications.
- Lakeside Vegetation and Tree Growth: An article will be placed in the next newsletter to educate homeowners about the need for their cooperation in shoreline maintenance.
- Open Items From Previous Meetings: The Board reviewed the Open Items.

7. **New Business**:

- AGM Planning: Due to the continued Covid-19 pandemic, the annual membership meeting will not be held in its usual format this year. Ms. Knaub presented several alternatives for the Board's consideration. A plan that keeps the membership informed and the Association in compliance with state regulations will be finalized at the next Board meeting.

8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, September 15, 2020 at 7:00. The meeting will most likely be held via Zoom.

9. **Adjournment**: Mr. Ebert adjourned the meeting at 9:00 pm.

Submitted by Victory Community Management, Inc.