



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes  
January 19, 2021**

1. **Call to Order**: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:08 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  
Ruhana Saif, Member-at-Large  
Samuel Ray: Member-at-Large  
Charlie Rossi: Secretary/Treasurer  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Clint Flanagan: Website Coordinator  
Angela Hurst: Beautification Coordinator  
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Shirley Flanagan: Newsletter Editor  
Neal VanHouten: Neighborhood Watch Coordinator  
Ron Maddox: Member-at-Large

Homeowners Present: There were three (3) homeowners present.

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 November 17, 2020.

3. **Home Owner Forum**: No comments from homeowners.

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan emailed the next newsletter deadline is after the February board meeting.
- b) **Website Editor**: Mr. Flanagan reported he sent out several emails through the neighborhood email list and has gotten numerous positive responses from homeowners.
- c) **Beautification Committee**: Ms. Hurst reported the Holiday Decorations contest winners were 810 Tabb Lakes Drive (Daytime Winner) and 105 Monty Manor (Nighttime Winner).
- d) **Lakes Management**: Jeffrey Payne, one of the homeowners in attendance, volunteered to fill the position of Lake 2 Coordinator. The board unanimously approved.
- e) **Storm Water**: Mr. Lafrenaye reported no new developments.
- f) **CERT**: Mr. Lafrenaye reported no new developments.
- g) **Welcoming Committee**: Mr. Ebert reported he has welcomed four (4) new residents since the last Board meeting.

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- h) Neighborhood Watch: No coordinator present; no report submitted.
- i) Grounds Maintenance: Ms. Knaub reported on the status of working with Dominion Energy to correct the billing of the Association's Watch Lights.
- j) Architectural Review (ARC): Ms. Knaub reported there have been four (4) ARC requests approved since the last Board meeting.
- 107 Naurene Ct – Pave driveway apron and expand parking area
  - 221 Tiger Run – Install basketball hoop
  - 104 Naurene Ct – 12' x 22' addition on back of house
  - 102 Heath Place – Concave metal awning over front porch
- k) Covenants Compliance: Ms. Knaub reported on a special rate offered by Envirowash for the neighborhood. The board requested Mr. Flanagan send the information out via the neighborhood email list. Ms. Knaub reported Covenants Compliance inspections will resume in February. This inspection will be mainly to identify dirty/stained roofs and rusty chimney caps. The list will be given to the Board for confirmation; Board member votes will be used to determine which properties are sent violation notices.
5. Treasurer's Report: Mr. Rossi presented the latest Treasurer's Report and answered questions from the board. One assessment remains unpaid.
6. Old Business
- Stormwater Ditches & Lakeside Vegetation/Tree Growth: Mr. Sharadin reported no new developments.
  - Open Items From Previous Meetings: The Board reviewed the Open Items.
7. New Business:
- Lake 1 Tree Removal: Mr. Ebert made a motion, which was seconded and unanimously approved to accept the bid from Hanson's Tree Care for \$550 to remove the fallen tree from Lake 1.
  - Surveillance Cameras: Mr. Ebert reported a homeowner inquired about installing surveillance cameras in the neighborhood. The issue was tabled until more information can be obtained.
8. Executive Session: A motion was made, seconded and unanimously approved to move into Executive Session for the specific purpose of considering ongoing violations of the Association's declaration, rules and regulations at one neighborhood property.  
Upon exiting the Executive Session, a motion was made, seconded and unanimously approved to request the Association's attorney send a demand letter to the homeowner.
9. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, February 16, 2021 at 7:00. The meeting will be held via Zoom.
10. Adjournment: Mr. Ebert adjourned the meeting at 8:16 pm.

Submitted by Victory Community Management, Inc.

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