



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes  
April 20, 2021**

1. **Call to Order**: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:04 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  
Ruhana Saif, Member-at-Large  
Samuel Ray: Member-at-Large  
Charlie Rossi: Secretary/Treasurer  
Angela Hurst: Beautification Coordinator  
Shirley Flanagan: Newsletter Editor  
Clint Flanagan: Website Coordinator  
Neal VanHouten: Neighborhood Watch Coordinator  
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Ellis Sharadin: Vice President  
Ron Maddox: Member-at-Large  
Lou Lafrenaye: Stormwater/CERT Coordinator

Homeowners Present: No additional homeowners attended the meeting.

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 16, 2021. There was not a quorum present at the March BOD meeting, therefore no minutes will be approved.

3. **Homeowner Forum**: No homeowners present.

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported the deadline for submissions to the next newsletter is April 26. Topics for articles were discussed.
- b) **Website Editor**: Mr. Flanagan reported he completed the usual maintenance and upkeep on the website. He has also continued updating the community email list. There are currently 448 email addresses on the community list.
- c) **Beautification Committee**: Ms. Hurst reported eleven volunteers took part in a recent neighborhood cleanup. The Yard of the Month program will start in May. She also reported on a recent meeting with a new committee volunteer on some possible improvements to the landscaping at the Mid-Atlantic Place entrance.
- d) **Lakes Management**: A motion was made, seconded and unanimously approved to accept the quote from Solitude Lake Management for \$3172 to replace the Lake 2 fountain motor. The motor will be paid for using reserve funds.

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- e) Storm Water: Mr. Lafrenaye reported he is still waiting for updated estimates from the lake dredging contractor. Any homeowners who are aware of goose nesting sites containing eggs are asked to contact him so the eggs can be added as part of the Association's efforts to minimize the damage done by the geese.
  - f) CERT: Mr. Lafrenaye reported no new developments.
  - g) Welcoming Committee: Mr. Ebert reported there have been no new residents to welcome since the last Board meeting.
  - h) Neighborhood Watch: Mr. VanHouten reported no new developments.
  - i) Grounds Maintenance: Ms. Knaub reported the pruning and mulching at Lake 1/Bridge Wood Dr. has been completed. The area will be added to the regular landscaping maintenance contract when it renews on April 1, 2022.
  - j) Architectural Review (ARC): The board confirmed there is no longer any reason to file hardcopies of all ARC approvals in the Association's storage unit. All ARC approvals are scanned and saved electronically on the TLHA online records repository and in the Victory Community Management system which is backed up regularly to both a cloud storage service and an external hard drive. Ms. Knaub reported there have been 5 ARC requests approved since the last board meeting:
    - 105 Cub Ct – Replace driveway and sidewalks
    - 102 Monty Manor – Replace driveway and sidewalks
    - 107 Conway Ct – New Deck
    - 504 TLD – Widen DW
    - 104 Monty Manor – Exterior windows, siding, trim, shutters
  - k) Covenants Compliance: Ms. Knaub reviewed a summary report of the latest covenants compliance inspection.
5. **Treasurer's Report**: Mr. Rossi presented the latest Treasurer's Report and answered questions from the board.
6. **Old Business**
- Neighborhood Fire Hydrants: Mr. Ebert will follow up with Mr. Lafrenaye about finding out when the fire hydrants in the neighborhood are due to be repainted.
  - Open Items From Previous Meetings: The Board reviewed the Open Items.
7. **New Business**:
- Annual Calendar: The board reviewed an annual calendar provided by Ms. Knaub to assist in planning. One revision was made to the calendar.
  - Neighborhood Signage: Mr. Rossi reported he has had two additional yard sale signs made. The signs will be posted at the neighborhood entrances prior to the May 15 yard sale.

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8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, May 18, 2021 at 7:00. The meeting will be held via Zoom.
9. **Adjournment**: Mr. Ebert adjourned the meeting at 8:03 pm.

Submitted by Victory Community Management, Inc.