



Board of Director's Monthly Meeting

March 21, 2023

1. Call to Order: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7pm. The meeting was held at the Poquoson Public Library in the Large Study Room.

Personnel in attendance:

Keith Ebert: President
Jennifer Kurr: Vice-President
Robert Cook: Member-At-Large (via Zoom)
Jim Cochran: Member-At-Large
Charles Rossi: Secretary/Treasurer (via Zoom)
Angela Hurst: Beautification Coordinator/Victory Community Management
Jeffrey Payne: Lake 2 Coordinator
Lou Lafrenaye: Stormwater/CERT Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Shirley Flanagan: Newsletter Editor
Brian Forbes: Neighborhood Watch Coordinator
Clint Flanagan: Web Services Coordinator

Homeowners Present: Two (2) homeowners attended the meeting in person, One (1) via Zoom.

2. Homeowner Forum:

A discussion was held regarding the type of landscaping required to meet the new shoreline maintenance requirements. Ms. Knaub reminded everyone that resources are posted on the Tabb Lakes website in the Shoreline Maintenance Library.

3. Approval of Previous Minutes: Mr. Ebert made a motion which was seconded and unanimously approved, to approve the minutes from the board meeting held February 21, 2023.

4. Committee Reports:

- a) Newsletter Editor: Ms. Flanagan reported no new developments. Newsletter went out as scheduled.
- b) Web Services Coordinator: No report given.
- c) Beautification Committee: Ms. Hurst reported that the Great American Cleanup will go on as scheduled on March 25 from 9 to 11 am. Mr. Ebert will facilitate the event. A reminder email will be sent to the community enlisting volunteers.
- d) Lakes Management: Ms. Hurst reported that the new compressor quote has been signed by the president and submitted to Solitude for replacement. Fountain 2 is still being evaluated for repair.
- e) Storm Water: Mr. Lafrenaye reported that York County cleared the outflow pipe per our service ticket. Also, documents about the current aerators have been submitted to the Tabb Lakes document library.

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- f) CERT: Mr. Lafrenaye announced that the Surry Power Station Emergency response team was looking for volunteers beginning mid-June for their Emergency Response testing events.
- g) Welcoming Committee: Mr. Ebert reported he welcomed one (1) new resident to the neighborhood since the last meeting.
- h) Neighborhood Watch: Mr. Forbes reported to Ms. Knaub that there were no new developments.
- i) Grounds Maintenance: Ms. Knaub reported that 1 new LED watchlight had been replaced on Leslie Lane.
- j) Architectural Review (ARC): Ms. Knaub reported there have been five (5) ARC requests approved since the last board meeting and one request which is pending:
 - (1) 300 MM – repl 6’ fence, move back to meet neighbors’, area between MM and BWD
 - (2) 210 GVD – 6’ fence replacement
 - (3) 108 CYC – 4’ wooden fence
 - (4) 121 LL – Stone to extend/widen the driveway
 - (5) 124 LL—window a/c unit, per TLHA 2015 Regulations
 - (6) Pending – 109LL use pavers to make parking pad next to garage for trailer
- k) Covenants Compliance: Ms. Knaub reported the summary report from the latest inspection has been sent to Board members. An executive session will be held at the end of the meeting.

5. Treasurer’s Report: Ms. Knaub presented the Treasurer’s Report for February. Mr. Rossi was present via Zoom Audio to answer questions from the board. He reported the 2022 tax information has been submitted to the Association’s accountant.

6. Old Business

- Neighborhood Signage: Ms. Knaub reported she has requested approval of the proposed location of the sign at the corner of Coventry Blvd. and Bridge Wood Dr. from the York County Engineering Manager.
- VDOT Ditch Project: Mr. Ebert reported VDOT has recently marked the ditches/utilities to work to re-form the roadside drainage ditches on Richard Run.
- Reserve Study: Ms. Knaub reported that she has new quotes to review with the board at a future meeting.
- Governing Documents Revision: Ms. Knaub reported on a meeting she and Mr. Ebert had with the attorney who will be assisting with the revision of the association’s governing documents. Board members will be provided with an initial template to review and then feedback will be provided to the attorney. Homeowners will be provided an opportunity to review the draft document and provide comments and ask questions after the first round of revisions.
- Open Items from Previous Meetings: The Board reviewed the Open Items.

7. New Business:

- Appointment of New Board Member. A motion was made, seconded and approved to welcome Mary Van Houten as a new Member-At-Large. Ms. Van Houten will take over Mr.

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Ray's term which ends after the 2023 AGM. Mr. Ray submitted his resignation from the board following the February board meeting.

- Sims Metal Recycling Facility: Mr. Lafrenaye reported on property Sims has recently purchased that is adjacent to their current operations. York County staff will be contacted for information about the possible implications of the purchase on the neighborhood.

8. Executive Session: A motion was made, seconded and unanimously approved to move into an executive session at 8:26 pm for the purpose of discussing several properties with ongoing covenants compliance issues. At 8:50 pm a motion was made, seconded and unanimously approved to move back into regular session.

Upon entering regular session, a motion was made, seconded and unanimously approved to request Ms. Knaub contact the association's attorney about possible next steps to enforce the governing documents at one neighborhood property.

9. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, April 18, 2023 at 7:00 pm at the Poquoson Library.

10. Adjournment: Mr. Ebert adjourned the meeting at 8:52 pm.

Submitted by Victory Community Management, Inc.