



Board of Director's Monthly Meeting **June 20, 2023** **Minutes**

1. Call to Order: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:02 pm. The meeting was held at the Poquoson Public Library.

Personnel in attendance:

Keith Ebert: President
Jennifer Kurr: Vice-President
Robert Cook: Member-At-Large
Angela Hurst: Beautification Coordinator/Victory Community Management
Tim Burke: Lake 1 Coordinator
Jeffrey Payne: Lake 2 Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Charles Rossi: Secretary/Treasurer
Jim Cochran: Member-At-Large
Mary Van Houten: Member-At-Large
Lou Lafrenaye: Stormwater/CERT Coordinator
Shirley Flanagan: Newsletter Editor
Brian Forbes: Neighborhood Watch Coordinator
Clint Flanagan: Web Services Coordinator

Homeowners Present: There were no homeowners present at the meeting.

2. Homeowner Forum: No issues discussed.

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 on May 16, 2023.

4. Committee Reports:

- a) Newsletter Editor: Ms. Flanagan emailed her report that there were no new developments.
- b) Web Services Coordinator: No coordinator present. No report given.
- c) Beautification Committee: Ms. Hurst reported that the June Yard of the Month award was given to 110 Gardenville Drive.
- d) Lakes Management: Mr. Burke reported he believes there is an air leak in one of the aerator lines on Lake 1. A report will be made to Solitude. Ms. Hurst reported the repaired motor for fountain 2 is in route from the repair facility. Mr. Ebert made a motion, which was seconded and unanimously approved, to approve the quote from Solitude Lake Management to replace the lights on both the Lake 1 and Lake 2 fountains. The project will be paid for from the reserve fund. The list of Lake Coordinator duties is due to be updated. A revised document will be sent out for review via email.
- e) Storm Water: Mr. Lafrenaye emailed his report that the engineering study for a potential York County Capital Improvement Project near the Lake 1 outflow is ongoing.



- f) CERT: Mr. Lafrenaye reported via email that Phill Hess and Clint Flanagan will update the Hurricane information page of the website with the Atlantic Hurricane Season Outlook provided by NOAA.
- g) Welcoming Committee: Mr. Ebert reported he welcomed one (1) new resident to the neighborhood since the last meeting.
- h) Neighborhood Watch: Mr. Forbes emailed his report that there have been no new developments.
- i) Grounds Maintenance: Ms. Knaub reported that the trees have been pruned along Mid-Atlantic Place. She also reported the irrigation system at the Route 134 entrance will now run just once per week.
- j) Architectural Review (ARC): Ms. Knaub reported there have been three (3) ARC requests approved since the last board meeting:
- 103 JJ – Replace 4’ fence on right property line
 - 104 Shallow Lagoon-Install white siding and trim, black shutters
 - 301 Tabb Lakes Drive- Repaint front door and trim.
- k) Covenants Compliance: Ms. Knaub reported the summary report from the latest inspection has been sent to Board members.
5. **Treasurer’s Report**: Ms. Knaub presented the Treasurer’s Report for May. The annual reserve contribution has been made. There are 6 outstanding assessments.
6. **Old Business**
- Neighborhood Signage: Ms. Knaub provided an update on the status of obtaining the license agreement from the County for a sign to be installed at Bridge Wood Dr. The signs at the other secondary entrances will require private easements.
 - Reserve Study: Ms. Knaub reported she is in contact with and sharing required documents with the reserve analyst.
 - Governing Documents Revision: Ms. Kurr reported that she will secure a location, date, and time to hold a meeting with interested document rewrite committee members.
 - Sims Property Update: Mr. Ebert reported he had a meeting with Sheila Noll. He will email his meeting notes to the Board.
 - Open Items from Previous Meetings: The Board reviewed the Open Items.
7. **New Business**: There was no new business.
8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, July 18, 2023 at 7:00 pm at the Poquoson Library.
9. **Adjournment**: Mr. Ebert adjourned the meeting at 8:03 pm.

Submitted by Victory Community Management, Inc.

APPROVED DRAFT