



Board of Director's Monthly Meeting

March 19, 2024

1. **Call to Order:** Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:00 pm. The meeting was held in the Coventry Elementary School library.

Personnel in attendance:

Keith Ebert: President
Jennifer Kurr: Vice-President
Tim Burke: Member-At-Large/Lake 1 Coordinator (via Zoom)
Charles Rossi: Secretary/Treasurer
Lou Lafrenaye: Stormwater/NEPC Coordinator
Jeffrey Payne: Lake 2 Coordinator
Angela Hurst: Beautification Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent: Mary Van Houten: Member-At-Large
Clint Flanagan: Web Services Coordinator
Shirley Flanagan: Newsletter Editor

Homeowners Present: Dane Royal, homeowner and Towne Bank representative

2. **Open Forum:** There were no questions or comments made.

Mr. Ebert reported that Mr. Cochran, Member-at-Large, passed away on February 25, 2024. The board and committee members of TLHA express their heartfelt condolences to his family. A moment of silence was observed in memory of Mr. Cochran.

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 February 20, 2024.

4. **Committee Reports:**

- a) **Newsletter Editor:** Ms. Flanagan reported no new developments. The last newsletter went out as planned.
- b) **Web Services Coordinator:** Mr. Flanagan reported he has performed the standard routine maintenance on the website. He also took care of an issue related to the document library.
- c) **Beautification Committee:** Ms. Hurst reported the Great American Cleanup is March 22 and 23.
- d) **Lakes Management:** Mr. Burke reported the lake rose significantly as a result of the recent storms but there did not seem to be any damage and the level was starting to go back down. Mr. Payne reported he will do a trash pick-up around the lake for the Great American Cleanup. Ms. Knaub was asked to contact York County about the possibility of having mosquito fish placed in the lakes.
- e) **Storm Water:** Mr. Lafrenaye reported he believes the lake level rose about 18 inches in the last series of storms and that he did not find any damage to the stormwater system.
- f) **NEPC:** Mr. Lafrenaye reported on the status of updates to the community website. There is one Tabb Lakes resident participating in the York County CERT training.



- g) Welcoming Committee: Mr. Ebert reported that he welcomed three (3) new residents to the neighborhood since the last meeting.
- h) Neighborhood Watch: Position vacant; no report.
- i) Grounds Maintenance: Ms. Knaub reported she will be looking into the rate charged for WatchLights and how many are currently being billed as LEDs. Several lights have been replaced with LEDs recently.
- j) Architectural Review (ARC): Ms. Knaub reported there have been six (6) ARC requests approved since the last board meeting:
- 205 Tabb Lakes Dr. – Rebuilding house after a fire but are changing the structure of the front. The resulting structure will resemble several other houses in the neighborhood.
 - 518 Bridge Wood Dr. – Install a 24' above-ground pool
 - 110 Elise Place – Replace and expand existing deck with Trex material
 - 107 Elise Place – Construct 10'x10' backyard shed
 - 400 Tabb Lakes Dr. – Install solar panels
 - 108 Conway Ct. – Change existing doors and shutters to dark blue or black
- k) Covenants Compliance: Ms. Knaub reported on the most recent covenants compliance inspection.
5. **Treasurer's Report**: Mr. Rossi presented the Treasurer's Report for February and answered questions from the board. 86% of the 2024 assessments have been received. Ms. Knaub was asked to mail late notices to those homeowners who have not yet paid.
6. **Old Business**
- Neighborhood Signage: Ms. Knaub reported she has submitted payment to VDOT for the permit to install a sign at the corner of Bridge Wood Dr. and Coventry Blvd. The sign vendor is working on a revised quote.
 - Reserve Study: Ms. Knaub reported the last revisions have been submitted to the reserve analyst.
 - Governing Documents Revision: Ms. Kurr reported she will be scheduling upcoming meetings of the committee.
 - Open Items from Previous Meetings: The Board reviewed the Open Items.
7. **New Business**:
- VDOT Update: Ditch re-grading has resumed and paving the neighborhood streets should start the week of April 7. Residents are asked not to park on the street during the day while VDOT crews are working on either project in the area near their house.
 - Meeting Location: The board confirmed they would like to continue meeting at Coventry Elementary School. Ms. Knaub will make reservations for the summer months.
 - Online Payment System: Mr. Royal and Mr. Rossi presented a proposal for setting up an online payment system for homeowners to use to pay their annual assessment via credit or debit card. There is also an ACH option that could be added. The board will continue researching various options.



8. **Date Confirmation:** The next regular Board meeting is scheduled for Tuesday, April 16, 2024, at 7:00 pm at the Coventry Elementary School library.
9. **Adjournment:** Mr. Ebert made a motion, which was seconded and unanimously approved to adjourn the meeting at 8:25 pm.

Submitted by Victory Community Management, Inc.