



Board of Director's Monthly Meeting

August 20, 2024

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 in the Coventry Elementary School library.

Personnel in attendance:

Keith Ebert: President
Jennifer Kurr: Vice-President
Tim Burke: Member-At-Large/Lake 1 Coordinator
Dane Royal: Member-At-Large
Mary Van Houten: Member-At-Large
Charles Rossi: Secretary/Treasurer
Lou Lafrenaye: Stormwater/NEPC Coordinator
Clint Flanagan: Web Services Coordinator
Shirley Flanagan: Newsletter Editor
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Angela Hurst: Beautification Coordinator
Jefferey Payne: Lake 2 Coordinator

Homeowners Present: There was one additional homeowner present at the meeting.

2. Open Forum: One homeowner expressed concern about the lake equipment.

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 July 16, 2024.

4. Committee Reports

- a) Newsletter Editor: Ms. Flanagan reported the next newsletter deadline will be August 26, 2024.
- b) Web Services Coordinator: Mr. Flanagan reported no new developments.
- c) Beautification Committee: Ms. Hurst emailed that the August Yard of the Month was 137 Leslie Lane, the Glen family.
- d) Lakes Management: Mr. Burke reported he has continued to find lots of plastic bags, balls, and other items in the lake and along the shoreline. Lakeside homeowners are reminded that it is their responsibility to keep their shoreline clean of debris and trash. Ms. Knaub reported she should have a quote for a new fountain for Lake 2 by the end of the week and will send it out to the board via email.
- e) Storm Water: Mr. Lafrenaye reported he has received the lake inspection report from York County. Overall, the findings were positive. He also reported on some work to be done at the entrance to the trail.
- f) NEPC: Mr. Lafrenaye reported he submitted an article for the newsletter about preparing for power outages.
- g) Welcoming Committee: Mr. Ebert emailed that he welcomed three (3) new residents to the neighborhood since the last meeting.



- h) Neighborhood Watch: Mr. Mohammed emailed a report with recent crime statistics.
- i) Grounds Maintenance: Ms. Knaub reported the electrician will repair the light at the Mid-Atlantic Dr. entrance.
- j) Architectural Review (ARC): Ms. Knaub reported there have been two (2) ARC requests approved since the last board meeting:
 - 404 Bridge Wood Dr. — Replace 4' wood fence
 - 302 Gardenville — Exterior color changes
- k) Covenants Compliance: Ms. Knaub reported on the most recent covenants compliance inspection. The summary report will be sent to board members via email.

5. **Treasurer's Report**: Mr. Rossi presented the Treasurer's Report for July. All but four (4) of the 2024 assessments have been received.

6. **Old Business**

- Neighborhood Signage: Ms. Knaub reported all four signs have been installed.
- Governing Documents Revision: Ms. Knaub reported on the status of reviewing the governing document templates.
- VDOT Update: Mr. Ebert reported a VDOT superintendent is supposed to come re-evaluate some of the roadside ditches.
- Neighborhood Watch Committee Duties & Responsibilities: The revised Duties & Responsibilities document was approved unanimously.
- 2025 Contract Addendum for Assessment Collection: The board approved the revised wording of the contract addendum. Ms. Knaub will begin setting up the new account to be used for assessment collection.
- Open Items from Previous Meetings: The Board reviewed the Open Items.

7. **New Business**:

- Annual Meeting Planning: The annual meeting will be held Tuesday, October 22, 2024 in the Coventry Elementary School library. Ms. Knaub was asked to begin updating the slide presentation.

Executive Session: A motion was made, seconded, and unanimously approved to move into Executive Session for the specific purpose of considering several properties with outstanding covenants violations.

Upon exiting executive session, a motion was made, seconded and unanimously approved to send board hearing invitations to all three homeowners.

8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, September 17, 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 8:37 pm.