



Board of Director's Monthly Meeting

October 15, 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
Mary Van Houten: Member-At-Large
Dane Royal: Member-At-Large
Charles Rossi: Secretary/Treasurer
Jefferey Payne: Lake 2 Coordinator
Lou Lafrenaye: Stormwater/NEPC Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Angela Hurst: Beautification Coordinator
Yousuf Mohammed: Neighborhood Watch Coordinator
Clint Flanagan: Web Services Coordinator
Shirley Flanagan: Newsletter Editor

Homeowners Present: None

2. **Open Forum**: No comments made.

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 September 17, 2024.

4. **Committee Reports**

- a) **Newsletter Editor**: No new developments.
- b) **Web Services Coordinator**: Mr. Flanagan emailed there have been no new developments.
- c) **Beautification Committee**: Ms. Hurst emailed there have been no new developments.
- d) **Lakes Management**: Mr. Burke provided an update on the conditions at Lake 1. The new fountain has been installed at Lake 2 and is working well. The replacement of the power panel will be scheduled once the parts are received.
- e) **Storm Water**: Mr. Lafrenaye reported the trees have been removed from the entrance to the trail.
- f) **NEPC**: Mr. Lafrenaye reported no new developments.
- g) **Welcoming Committee**: Mr. Ebert reported there have been three (3) new residents to welcome since the last meeting.
- h) **Neighborhood Watch**: Mr. Mohammed emailed his report that there have been no incidents reported in the immediate area since the last meeting.



- i) Grounds Maintenance: Ms. Knaub reported on the status of several maintenance items.
- j) Architectural Review (ARC): Ms. Knaub reported there have been two (2) ARC requests approved since the last board meeting:
 - 111 Richard Run – Replace fence with a 6’ gray vinyl privacy fence
 - 115 Gardenville Dr. – Replace split-rail fence with 6’ wooden privacy fence
- k) Covenants Compliance: Ms. Knaub reported on the most recent covenants compliance inspection. The summary report will be sent to board members.

5. **Treasurer’s Report**: Mr. Rossi presented the Treasurer’s Report for September and a draft FY2024-25 budget. All but two of the 2024 assessments have been received.

6. **Old Business**

- Governing Documents Revision: Ms. Knaub provided an update on plans to meet with the committee.
- VDOT Update: Mr. Ebert reported on an upcoming meeting with a VDOT superintendent.
- Annual Meeting Planning: The annual meeting will be held Tuesday, October 22, 2024 in the Coventry Elementary School library. The board reviewed the draft Power Point presentation that will be used at the meeting and made a few revisions.
- Corporate Transparency Act Filing: Ms. Knaub reviewed preliminary plans for registering the association and board members in compliance with the Federally mandated Corporate Transparency Act.
- Open Items from Previous Meetings: The Board reviewed the Open Items.

7. **New Business**:

- Activities Committee: Mr. Ebert made a motion, which was seconded and unanimously approved to reactivate the Activities Committee and to appoint Mr. Royal to be the Committee Coordinator.

8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, November 19, 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 8:28 pm.



The 2024 Board Meetings are as follows:

Tuesday, January 16	7:00 @ CES	Tuesday, July 16	7:00 @ CES
Tuesday, February 20	7:00 @ CES	Tuesday, August 20	7:00 @ CES
Tuesday, March 19	7:00 @ CES*	Tuesday, September 17	7:00 @ CES
Tuesday, April 16	7:00 @ CES	Tuesday, October 15	7:00 @ CES
Tuesday, May 21	7:00 @ CES	Tuesday, November 19	7:00 @ CES
Tuesday, June 18	7:00 @ CES	**Tuesday, December 17	

**Typically canceled due to the holidays unless urgent business requires meeting.

The first meeting of 2025 will be Tuesday, January 21 at 7:00 pm in the Coventry Elementary School library

Open Action Items:

Keith Ebert

- Attend meeting with W. Rawls next week

Jennifer Kurr

Mary Van Houten

Dane Royal

Charlie Rossi

Lou Lafreneye

- Remove vegetation blocking the entrance to the trail

Tim Burke

Clint Flanagan

Shirley Flanagan

Angela Hurst

Sarah Knaub

- Schedule next gov docs committee meeting

Board Member	Beginning of Term	End of Term
Keith Ebert	November 1, 2022	October 31, 2024
Mary Van Houten	November 1, 2023	October 31, 2025
Dane Royal (repl. Jim Cochran)	November 1, 2022	October 31, 2024
Jennifer Kurr	November 1, 2023	October 31, 2025
Tim Burke	November 1, 2023	October 31, 2025