



Board of Director's Monthly Meeting

April 15, 2025

1. **Call to Order**: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:01pm. The meeting was held in the library at Coventry Elementary School.

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
Lou Lafrenaye: Stormwater/NEPC Coordinator
Jefferey Payne: Lake 2 Coordinator
Shirley Flanagan: Newsletter Editor
Clint Flanagan: Web Services Coordinator
Stephanie Payne: Administrative Assistant, Victory Community Management
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Yousuf Mohammed: Neighborhood Watch Coordinator

Homeowners Present: No homeowners present.

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 March 18, 2025.
4. **Committee Reports**
 - a) **Newsletter Editor**: Ms. Flanagan reported the next submission deadline is April 21st. Topics for articles were discussed. Ms. Flanagan reported the hardcopy newsletter list will be audited with the next round of deliveries.
 - b) **Web Services Coordinator**: Mr. Flanagan reported the website and email services have been restored and are in good working order.
 - c) **Beautification Committee**: The board discussed finding a new chair for the committee as the position is currently vacant. Mr. Royal will assist with the May Yard of the Month contest.
 - d) **Lakes Management**: Ms. Knaub reported the Solitude tech has installed a base under the new compressor cabinet at Lake 1. All equipment is operational.
Mr. Burke reported he completed his regular inspections of the lake and found nothing unusual.
Mr. Payne also reported some natural debris in Lake 2 from the recent storms.
 - e) **Storm Water**: Mr. Lafrenaye reported no new developments.
 - f) **NEPC**: Mr. Lafrenaye reported the website has been updated with the latest hurricane information.
 - g) **Welcoming Committee**: Mr. Ebert reported there have been two new residents to welcome since the last meeting.

- h) Activities Committee: Mr. Royal reported the fall yard sale will be held September 20, 2025.
- i) Neighborhood Watch: Mr. Mohammed emailed his report that there has been one incident in the immediate area since the last meeting.
- j) Grounds Maintenance: Ms. Knaub reported the irrigation system at the Tabb Lakes Dr. entrance has been turned on for the season. No repairs had to be made.
- k) Architectural Review (ARC): Ms. Knaub reported there have been two (2) ARC requests approved since the last board meeting:
 - 205 Monty Manor – Replace culvert pipe under driveway (VDOT is not responsible for the corrugated metal culvert pipes)
 - 902 Tabb Lakes Dr. – Add a concrete parking pad next to the garage
- l) Covenants Compliance: Ms. Knaub provided an update on the most recent inspection. The report will be sent to the board members via email.

5. Treasurer's Report: Mr. Rossi presented the March Treasurer's Report and answered questions from the board. Approximately 90% of this year's assessment payments have been received.

6. Old Business

- Governing Documents Revision: Ms. Knaub reported no new developments. She is working on the revised drafts to be sent to the board.
- VDOT Update: Mr. Ebert reported he met with the VDOT superintendent about which streets are scheduled to have their ditches regraded. Mr. Ebert was informed that there is no estimated completion date at this time.
- Open Items from Previous Meetings: The Board reviewed the open items.

7. New Business:

- Association Contracts: Contracts will be reviewed in detail prior to their next expiration.

8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, May 20, 2025, 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 8:24pm.