



Board of Director's Monthly Meeting

March 17, 2026

1. **Call to Order:** Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:07 pm. 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 (via Zoom)
Anita Hensley: Member-At-Large
Charles Rossi: Secretary/Treasurer
Lou Lafrenaye: Stormwater/NEPC Coordinator
Sarah Knaub: Association Manager, Victory Community Management
Stephanie Payne: Administrative Assistant, Victory Community Management

Personnel absent:

Shirley Flanagan: Newsletter Editor
Yousuf Mohammed: Neighborhood Watch Coordinator
Dane Royal: Member-At-Large
Jefferey Payne: Lake 2 Coordinator
Clint Flanagan: Web Services

Homeowners Present: There were no additional homeowners.

2. **Open Forum:** There were 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 February 17, 2026 board meeting and the February 26, 2026 special meeting.

4. **Committee Reports**

- a) **Newsletter Editor:** The last newsletter was published at the end of February. This issue was the last issue to be edited by Ms. Flanagan. The Board thanks Ms. Flanagan for her 20 years of service producing the Tabb Lakes newsletter! A volunteer is being sought to fill her position.
- b) **Web Services Coordinator:** No report. Mr. Flanagan will be retiring from his position as Web Services Coordinator this summer. A volunteer is being sought to fill his position.
- c) **Beautification Committee:** The board approved a request from Mr. Royal to purchase annual flowers for the entrances.
- d) **Lakes Management:**
 - Mr. Burke reported he removed two buckets of trash from Lake 1 recently. He also reported there was a small algae bloom that was treated.
- e) **Storm Water:** Mr. Lafrenaye reported York County Public Works came and cleared the drainage ditch at the end of the emergency spillway. He also reported that he removed a wooden footbridge that was placed across the spillway.
- f) **NEPC:** Mr. Lafrenaye reported there will be a SKYWARN Spotter Basic Class on April 23 in Poquoson.

- g) Welcoming Committee: Mr. Ebert reported there were no new residents to welcome since the last meeting.
- h) Activities Committee: Mr. Royal reported via email that the spring yard sale will be on May 23rd and details were included in the last newsletter.
- i) Neighborhood Watch: There were three vehicle-related incidents reported this month.
- j) Grounds Maintenance: Ms. Payne provided an update on WatchLight repair requests.
- k) Architectural Review (ARC): Ms. Knaub reported there have been two ARC requests submitted since the last meeting.
 - 800 Tabb Lakes Dr. – Replace decking of dock with gray polylumber.
 - 802 Tabb Lakes Dr. – Rebuild sunroom, replace siding & roof on whole house.
- l) Covenants Compliance: Ms. Knaub reported Victory Community Management will be providing a roof/chimney cap list for the board to review . She also provided updates on ongoing compliance issues.

5. Treasurer's Report: Mr. Rossi presented the February Treasurer's Report. 87% of this year's assessments have been collected.

6. Old Business

- Governing Documents Revision: Ms. Knaub provided an update on progress with preparing the drafts to be sent to the attorney.
- Association Email Addresses: Ms. Knaub provided guidance on setting up new Gmail accounts.
- Potential Lake 1 Projects: Mr. Burke reported he will be purchasing the approved plants and reviewing bench options.
- Lake 2 Fountain: Ms. Knaub reported the Lake 2 fountain and lights have been repaired and are fully operational. She also reported on progress with having the new power cables buried.
- Open Items from Previous Meetings: The Board reviewed the open items.

7. New Business

- Newsletter & Web Services Coordinators: The board discussed potential candidates to take over the Newsletter and Web Services.

8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, April 21, 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 8:10 pm.