



Board of Director's Monthly Meeting

April 21, 2026

1. **Call to Order:** Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:02 pm. The meeting was held in the library at Coventry Elementary School.

Personnel in attendance:

Keith Ebert: President
Jennifer Kurr: Vice-President
Dane Royal: Member-At-Large
Anita Hensley: Member-At-Large
Charles Rossi: Secretary/Treasurer
Lou Lafrenaye: Stormwater/NEPC Coordinator
Jefferey Payne: Lake 2 Coordinator
Sarah Knaub: Association Manager, Victory Community Management
Stephanie Payne: Administrative Assistant, Victory Community Management

Personnel absent:

Tim Burke: Member-At-Large/Lake 1 Coordinator
Clint Flanagan: Web Services
Yousuf Mohammed: Neighborhood Watch Coordinator

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 March 17, 2026 board meeting.
4. **Treasurer's Report:** Mr. Rossi presented the March Treasurer's Report. He also reported the association's tax returns have been filed and there was no tax due.

5. **Committee Reports**

- a) **Newsletter Editor:** A volunteer is being sought to fill this position.
- b) **Web Services Coordinator:** 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:** Mr. Royal reported Yard of the Month should start in May.
- d) **Lakes Management:**
 - Mr. Burke reported via email he removed an average amount of trash from the lake and that all equipment seemed to be in working order.
 - Mr. Payne reported all equipment is working and there are no new issues.
- e) **Storm Water:** Mr. Lafrenaye requested Ms. Knaub contact VDOT to clear out the large pipes that run between Lakes 1 and 2 under Bridgewood Drive.
- f) **NEPC:** Mr. Lafrenaye reported no new developments.

- g) Welcoming Committee: Mr. Ebert reported there were no new residents to welcome since the last meeting.
- h) Activities Committee: Mr. Royal reported that the spring yard sale is on May 16th.
- i) Neighborhood Watch: There were no incidents reported.
- j) Grounds Maintenance:
 - Ms. Payne provided an update on Watch Light repair requests.
 - The board reviewed an estimate from the association's landscaper to have lime applied at the three common areas. A motion was made, seconded and unanimously approved to approve the contract.
- k) Architectural Review (ARC): Ms. Knaub reported there have been two ARC requests submitted since the last meeting.
 - 100 Gardenville Dr. – Replace driveway, apron, sidewalk, and parking pad.
 - 104 Adele Court – Curved landscaping brick retaining wall at drainage swale.
- l) Covenants Compliance: Ms. Knaub reported votes were received for the roof/chimney cap list. She also reported inspections will begin in the coming weeks.

6. Old Business

- Governing Documents Revision: Ms. Knaub reported she will be submitting some of the documents to the attorney by end of month.
- Association Email Addresses: Ms. Knaub provided guidance for board members about obtaining an email address to be used for TLHA board business.
- Lake 1 Trailhead Project: Mr. Burke reported on progress with the project.
- Newsletter & Web Services Coordinators: The Board discussed potential candidates to take over the Newsletter and Web Services.
- Open Items from Previous Meetings: The Board reviewed the open items.

7. New Business

- Newsletter Graphic Issue: The Board reviewed a mailing received about a graphic used on the website and a draft response. The letter, as revised, was approved.

8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, May 19, 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 8:26 pm.

The 2026 Board Meetings are as follows:

Tuesday, January 20	7:00 @ CES	Tuesday, July 21	7:00 @ CES
Tuesday, February 17	7:00 @ CES	Tuesday, August 18	7:00 @ CES
Tuesday, March 17	7:00 @ CES	Tuesday, September 15	7:00 @ CES
Tuesday, April 21	7:00 @ CES	Tuesday, October 20	7:00 @ CES
Tuesday, May 19	7:00 @ CES	AGM: Tues, October 27	7:00 @ CES
Tuesday, June 16	7:00 @ CES	Tuesday, November 17	7:00 @ CES

*Tuesday, December 15 meeting typically canceled due to the holidays unless urgent business requires meeting

Open Action Items:

Keith Ebert

Jennifer Kurr

Dane Royal – Plant annuals at the entrances

Anita Hensley

Charlie Rossi

Lou Lafreneye

Tim Burke

Sarah Knaub – Get quotes for having the power cables at Lake 2 buried

Everyone – Contribute votes to Dane for the YOTM. Dane gives the award on one of the first few days of the month.

Board Member	Beginning of Term	End of Term
Keith Ebert	November 1, 2024	October 31, 2026
Dane Royal	November 1, 2024	October 31, 2026
Jennifer Kurr	November 1, 2025	October 31, 2027
Tim Burke	November 1, 2025	October 31, 2027
Anita Hensley	November 1, 2025	October 31, 2027