



Board of Director's Monthly Meeting

September 15, 2026

1. **Call to Order:** Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:03 pm. The meeting was held at the Poquoson Public Library.

Personnel in attendance:

Keith Ebert: President
Jennifer Kurr: Vice-President
Dane Royal: Member-At-Large
Tim Burke: Member-At-Large/Lake 1 Coordinator
Charles Rossi: Secretary/Treasurer
Jefferey Payne: Lake 2 Coordinator
Sarah Knaub: Association Manager, Victory Community Management
Stephanie Payne: Administrative Assistant, Victory Community Management

Personnel absent:

Anita Hensley: Member-At-Large
Yousuf Mohammed: Neighborhood Watch Coordinator
Tim Wyatt: Web Services
Lou Lafrenaye: Stormwater/NEPC 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 August 18, 2026 board meeting.
4. **Treasurer's Report:** Mr. Rossi presented the August Treasurer's Report and answered questions from the board. Mr. Rossi also presented a draft budget for 2027.
5. **Committee Reports**
- a) **Web Services Coordinator:** Ms. Knaub reviewed Mr. Wyatt's report about future website upgrades.
 - b) **Beautification Committee:** Mr. Royal reported on upcoming plantings at the entrances.
 - c) **Lakes Management:** Ms. Knaub provided an update about the Lake 2 compressors and bubblers. She also reported the lake water was treated by the lake management company.
 - Mr. Burke reported he has trimmed the buffer and removed trash.
 - Mr. Payne reported the lake responded well to the treatment.
 - d) **Storm Water:** Mr. Lafrenaye reported a few small maintenance issues via email. He also confirmed the outflow pipes were clear as of his last inspection.
 - e) **NEPC:** Mr. Lafrenaye reported via email that he attended a recent VDEM presentation about hurricane safety. Mr. Lafrenaye uses information from presentations and workshops to inform articles he submits to the community newsletter.

- f) Welcoming Committee: Mr. Ebert reported there were two new households to welcome since the last meeting.
- g) Activities Committee: Mr. Royal reported the yard sale is on this Saturday, September 19.
- h) Neighborhood Watch: There was no report submitted.
- i) Grounds Maintenance: Ms. Knaub provided an update on one of the lights at the Route 134 entrance that is not operational. She also reported the brick walls at the entrances have been cleaned.
- j) Architectural Review (ARC): Ms. Knaub reported there have been three ARC requests submitted since the last meeting:
 - 124 Leslie Ln. – Install a concrete pad for a hot tub and a pergola
 - 109 Naurene Ct. – Replace backyard fence
 - 105 Jonathan Junc. – Install retaining wall along front stormwater ditch
- k) Covenants Compliance: The Board reviewed several ongoing Covenants Compliance issues.

6. Old Business

- Governing Documents Revision: Ms. Knaub reported she is in the process of updating the draft Declaration to be submitted to the attorney.
- Association Email Addresses: Board members are in the process of setting up board-specific email addresses.
- Lake 1 Trailhead Project: Mr. Burke reported on the final steps needed to finish the project.
- Lake 2 Fountain Cables: Ms. Knaub reported she has reached out to an electrician.
- Newsletter: In the absence of a newsletter editor, the board will publish a newsletter that will contain the annual meeting notice.
- Annual Meeting Planning: The annual meeting is planned for Oct. 27 at 7:00 in the Coventry ES library. The board discussed the content of the slide presentation.
- Open Items from Previous Meetings: The Board reviewed the open items.

7. New Business:

- Board Meeting Schedule & Location: The Board reviewed various options for meeting dates and locations.

8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, October 20, at 7:00 pm at the Poquoson Public Library.

9. Adjournment: Mr. Ebert made a motion, which was seconded and unanimously approved to adjourn the meeting at 8:24 pm.