



Board of Directors Monthly Meeting Minutes - July 15, 2019

1. **Call to Order:** Mr. DeWitt convened the Woods of Tabb Homes Association monthly Board of Directors (BOD) meeting at 7:03 pm at the Poquoson Library.

Personnel in attendance:

Ron DeWitt: President
Bonnie Woltman: Treasurer
Audra Simsic: Secretary
David Pine: Newsletter
Sarah Knaub: Victory Community Management
Bibi Laborte: Welcoming Committee

Personnel absent:

Craig Nickol: Vice President
Michael Case: Member-at-large
Linette Kirby: Member-at-large

There were not enough Board members present for a quorum.

2. **Homeowner Forum:** no homeowners present.
3. **Secretary's Report:**
 - a. Prior to tonight's meeting, the minutes from the BOD meeting held on June 17, 2019, were unanimously approved via email.
4. **Treasurer's Report:**
 - a. Status of account/expenditures: Ms. Woltman reviewed the association's financial reports for June 2019 with the Board.
 - b. Old Business
 - i. Assessment update: one outstanding. Ms. Woltman will send out a reminder letter in early August by certified/return receipt requested mail.
5. **Committee Reports:**
 - a. Welcoming: Ms. Laborte reported that twelve new families have recently been welcomed to the neighborhood. Welcome packets are being distributed.
 - b. Beautification: no current activity
 - c. Social: no current activity
 - d. Newsletter: input for next newsletter needed by Friday, July 19, 2019.
6. **Victory Community Management Report:**
 - a. ARC requests submitted since previous meeting: 4
 - b. HOA Disclosure Packages requested since previous meeting: 2
 - c. Covenants Compliance:
 - i. Ms. Knaub reported on inquiries from homeowners as a result of notices going out. Next inspection will be in August.



d. Grounds

ii. Lakes:

1. Algae/aquatic weed management - Ms. Knaub updated the Board on recent meetings with various contractors and county officials regarding WOT lakes and constructed wetlands.
2. Equipment maintenance - Ms. Knaub reported that all lake equipment is currently functional. All scheduled maintenance for the year has been completed.
3. Riprap - Ms. Knaub updated the Board on efforts to obtain quotes for renovating the riprap areas at the park for making several improvements/repairs to the infrastructure at the constructed wetlands (BMP).

iii. Park:

1. Trench remediation - Mr. Nickol emailed an update on his progress with filling/leveling out the trench in the park left behind from the repair to the lake equipment power line.
2. Mulch - Mr. DeWitt made a motion, which was unanimously approved via email on July 18, to install certified playground mulch at the park playground.
3. Rain sensors - Ms. Knaub reported on estimates she has obtained for having wireless rain sensors installed on the Association's four irrigation systems. Rain sensors would prevent the systems from running during or right after rain and would lower water bills and prevent overwatering of the plants at the entrances.

7. **Old Business:**

- a. 2019 Reserve Study Review: This was tabled until a future meeting.
- b. Professional reserve study estimate update: estimates to be sent to the Board.

8. **New Business:**

- a. Association's Insurance Policy: Ms. Knaub updated the Board on efforts to obtain a comparison insurance quote to ensure that the Association is carrying policies that meet or exceed the state requirements at the lowest possible price.
- b. Yard Sale - September 7, 2019, 8 am - 2 pm.

9. **Meeting Adjournment:**

- a. Mr. DeWitt adjourned the meeting at 8:42 pm.

10. **Date Confirmation:**

- a. Monday, August 19, 2019 - Board Meeting, 7:00 PM, Poquoson Library (Group Study Room)