



Board of Directors Monthly Meeting Minutes - October 21, 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
Michael Case: Member-at-large
Sarah Knaub: Victory Community
Management

Personnel absent:

Craig Nickol: Vice President
Linette Kirby: Member-at-large
Audra Simsic: Secretary
Bibi Laborte: Welcoming Committee
David Pine: Newsletter

There were not enough Board members present for a quorum.

2. **Homeowner Forum:** No homeowners present.
3. **Secretary's Report:**
 - a. The minutes from the meeting held on September 16, 2019 were approved unanimously via email on October 24, 2019.
 - b. Ms. Simsic emailed her report that the AGM mailing has been sent.
4. **Treasurer's Report:**
 - a. Status of account/expenditures: Ms. Woltman reviewed the association's financial reports for September 2019 with the Board. The reports were circulated via email prior to the Board meeting.
 - b. Assessment update: only 1 remains outstanding. Ms. Knaub was asked to contact the homeowner again.
 - c. Draft of 2020 Budget: Ms. Woltman presented the latest draft of the 2020 Budget and answered questions from the members present. The proposed budget will be presented at the AGM and then approved at the next Board meeting.
5. **Committee Reports:**
 - a. Welcoming: No report submitted.
 - b. Beautification: No committee coordinator; no report submitted.
 - c. Social: Ms. Woltman reported on plans for this year's neighborhood luminaries. The luminary prep and distribution is tentatively scheduled for Dec. 15, luminary night will be Dec. 24. Amy Nickol will assist with planning. Ms. Woltman is looking in to the best option for purchasing the candles and bags.



- d. Newsletter: Mr. Pine emailed that input for the next newsletter will be due November 15, 2019.

6. Victory Community Management Report:

a. ARC

- i. Requests submitted since previous meeting: 1 (105MM shed)
- ii. A new Architectural Review Request form that includes a line about a post-construction inspection was approved via email on October 24, 2019.

b. HOA Disclosure Packages requested since previous meeting: 1 (310 CHD)

c. Covenants Compliance:

- i. Ms. Knaub reported that the final inspection of the year will take place this week. Homeowners who have received multiple notices but have not responded will be contacted personally or will be invited to a Board Hearing at the next Board meeting.
- ii. Ms. Knaub updated the Board on one property that has several covenants & York County code issues. York County will be asked to follow up.
- iii. Clarification of boat/trailer/RV/camper storage: The members present confirmed that recreational vehicles and trailers are only authorized to be parked on driveways during use. After ~~24 hours~~ they need to be stored out of view.

The time limit for these vehicles to be parked on driveways was changed to 48 hours at the 2/10/2020 Board meeting.

d. Grounds:

i. Lakes

1. Algae/aquatic weed management: Ms. Knaub reported that the BMP and Fisher Lake have continued receiving regular treatments, primarily for alligator weed and duckweed.
2. Equipment maintenance: Ms. Knaub reported all lake equipment is functioning and no problems have been reported.
3. Riprap Renovation: Ms. Knaub reported on three estimates for renovating the rip rap area at the park. She was asked to gather some more information from the contractors and will report back via email.



4. BMP Renovation: The inflow and outflow areas will be added to the scope of work for the larger BMP renovation to take place at a future date.

ii. Park: Ms. Knaub updated the Board on the status of landscaping services provided by Bloom Lawns & Landscaping.

7. Old Business:

a. Professional Reserve Study: The members present reviewed proposals for a professional reserve study that were sent out via email prior to the meeting. The Board voted unanimously via email on Oct. 24, 2019 to accept the proposal from Reserve Advisors. The cost of the study will be \$2950 which will be paid out of the Reserve Account.

b. AGM — November 6, 2019, 6:30pm (Social), 7:00pm (Business), Tabb Library

i. Slide presentation: The Board reviewed the slide presentation and suggested revisions.

ii. Open Board position: There will be one Board Member position to be filled at the AGM. The offices of Secretary and Treasurer also need to be filled by a Board Member or another volunteer from the membership. If volunteers cannot be found Victory Community Management will be asked to take over these duties.

c. Open Action Items: The Board reviewed the open action items.

8. New Business:

a. Pickleball Court Request: The Board reviewed a request from a member to have pickleball lines painted on the tennis court.

b. Stub parcels on Treis Trail and Coach Hovis Dr.: Ms. Knaub confirmed that these are VDOT rights-of-way. The Board requested that she proceed with finding out what can be done to ensure that VDOT does not use the land to construct additional roads in to the neighborhood.

9. Date Confirmation:

a. Wednesday, November 6, 2019 - Annual General Membership Meeting, 6:30 PM, Tabb Library Meeting Room

b. Next regular Board meeting - To be determined.

10. Meeting Adjournment: Mr. DeWitt adjourned the meeting at 8:55 PM.