



Board of Directors Monthly Meeting Minutes – Approved – 10 Oct., 2023, (7 PM) via Zoom

1. Call to Order Meeting convened via Zoom at 7:01 pm by J. Kirby.

Board Members Present:

President- Jim Kirby
Vice President –
Secretary – Mike Laborte
Member at Large- Robert Keefer
Member at Large-

Treasurer – Kyle Martin

Others Present:

Welcoming – Marianne Gustafuson
Welcoming –
Beautification – Jim Kirby
Social Event – D. Victorio
Newsletter – D. Pine
ARC – J. Garret
ARC – Doug King

Others Present:

Michael Tracy (110 CSC)

Absent: Vice-President – K. McManus, Member at Large A. McNeil, Welcoming – Teresa Mummert,

1. **Homeowner Forum.** N/A.

2. **Secretary’s Report**

I. Previous - 2023 Board of Directors Minutes were approved, with changes (3-0).

3. **Treasurer’s Report.** (K. Martin) Status.

I. Accounts/expenditures – Reviewed for Sept 2023.

II. Budget vs Actual (expense) Review. There were eleven (11) cleared checks and five (5) deposits.

III. Misc.

i. As of 7 Oct - Follow up by Treasurer (5th notice) with three certified letters/ receipt required to each of the three overdue homeowners.

ii. Lawyer, engaged at \$660 per hour; to address 3 late homeowners, Bloom Contractor, review other pending new contracts & solar panel requests.

iii. DPOR updated & filed in Oct '23.

iv. Treasurer replacement for K. Martin required.

4. **Committee Reports**

I. Welcoming (*M. Gustafson*). No new updates, but checking outstanding requests.



The update of the Woods of Tabb neighborhood directory is planned for January 2024. M. Gustafson will request Jen McNeil's assistance. Budget for publication was discussed.

- II. Beautification (J. Kirby). Checking on wreaths for the entrance monuments.
- III. Social (D. Victorio).
 - i. Halloween party is scheduled for 14 October. Donna Victorio is lead. Yeah Donna!!
 - ii. The Luminaries are planned for 16 December. Alison Schorr is lead and planning to ask for help with building packages on 9 Dec. Yeah Alison!!
- IV. Newsletter (D. Pine). Newsletter via print and electronic plus on website is planned.
- V. ARC (J. Garrett)
 - i. ARC Request(s). Four requests; 1) & 2) 110 WW solar panels approved, 3) 219 CP rebuild of deck approved, 4) 108 TT placement of moving POD till 14 Nov approved.
 - ii. Covenants Compliance(s). Thirty-two letters as of 25 September have been given out based on the last inspection. As of the meeting many have corrected discrepancies. One property owner was spoken to about parking pad.
 - iii. Resale Packages.
- VI. **Grounds**
 - i. Recap; Barlows Landscaping, is requesting customer feedback for any homeowners, so far they are on top of things.
 - ii. Champions Path walkway. Warrantied for one year, call if there is a problem. Contractor paid in full.
 - iii. Dominion Watchlights – All street lights are working.
 - iv. CIS winterizing is to be planned and scheduled. Contractor may retire. May need to look for another sprinkler contractor.
- VII. Lakes. Solitude Lake Management Contract - We should seek new wording on the contract for the four bodies of water. Current wording leaves us open to a repeat of how the last grounds contract ended.



VIII. Website (*T. Weber*). Previous month has been posted.

5. Old Business

- I. Stump removal bids, have 3 contractors, Board selected Smith Tree Care.
- II. Kubesh Ct trees left from previous work, recommend leaving trunks as they are.
- III. Sound suppression of existing pond equipment – discussion tabled.
- IV. Reserve Study (update) Request an estimate on updating existing reserve study
- V. Bloom – J. Kirby - Received letter closing our account. Closed.

6. New Business

- I. New Board member recommendations. We have one volunteer for the two positions available on the Board and one treasurer volunteer. Annual General Members (AGM) meeting announcement letters & proxies have been mailed. Meeting is set for 14 November, at 7 pm, via zoom.
- II. Budget for 2024 was discussed.

7. Date Confirmation

- I. Tuesday, 14 Nov, 2023 - 7 PM, Annual General Meeting, via Zoom.

8. Meeting Adjournment. At **8:40 PM**.