

**Chesapeake Isle Board of Directors Meeting
May 14, 2009**

Board members present: David Byler, Brian Clare, Karen Dryden, Diana Hawley, Janet McKenna, Bill Tucker, Art Wood

Board members absent: Joan Ferrick, Andrea Gilde, Sonny Hayes, Beth High, John Trainor)

Guests present: John Bates, Gail Berkeihiser, Bill Dryden, Don Manges, Paul Pudlinski, Jean Tucker

The meeting was called to order at 7:10 p.m

Secretary's Report (Diana Hawley reporting for Andrea Gilde):

- The minutes of the April 9, 2009, Board meeting were unanimously approved as written. They will be posted on the website & bulletin board.
- The minutes from the special closed meeting on April 23, 2009, were also unanimously approved. They will be done and redacted.
- The minutes from the Community Roads Meeting on May 2, 2009, will be discussed later in the meeting when we discuss the roads.

Treasurer's Report (Bill Tucker) :

- Community Maintenance Income & Expenses: The income & expense sheet for the period ending April 30, 2009, was reviewed. After a motion was made, the report was approved unanimously.
- CICA Income & Expenses: The report was not available. It will be completed and sent to Board members by Bill Tucker via e-mail this week.
- Per the Board's previous approval, costs pertaining to roads resurfacing should be charged to the Community Maintenance account. A check will be written from the Maintenance account to the CICA account to reimburse for money spent on the roads that was previously charged to the CICA account.
- We have not received a final bill from our attorney for charges incurred from the Osborne case. To date, we estimate that we have spent approximately \$6300 on this case. Janet McKenna will follow-up with the attorney to obtain the correct total.
- Brian Clare questioned why we currently pay taxes on the reserve and ramp accounts, as it is believed that we should not pay taxes on operating expenses or reserve money.

Committee Reports

Architectural Review (Bill Dryden): The following three approvals have been made since the last Board meeting:

- Lot 4-A, Blk. C (50 Darrel Road), Vincent and Christina Nikonchuk: New front roofline; no additional living space
- Lot 22-D (106 Bennett Avenue), John and Sharon Trainor: New front porch and driveway drainage
- Lot 17-G (106 Rolling Avenue), Fritz and Ruth Walker: Five foot extension to rear of garage and replace rear deck which fell down some time ago (They had started the garage construction approximately 4 ½ years ago without our approval or that of the County. The County recently issued a stop-order and the Walkers have now applied for County approval.)

Beach (Gary Gilde): Janet McKenna reported that Gary Gilde fixed the drain in the kitchen. John Bates reported that the ceiling lights in the pavilion were replaced.

Community Events Committee (Diana Hawley): Thank you to the following individuals for helping with and/or chairing the events during the past month: Luke Gilde, Fred & Gail Berkeihiser, Elizabeth Pantalone, Jeanmarie Leopold (Easter Egg Hunt on April 11); Iva Burroughs and Charlotte Hallett (Annual Spring Dinner on April 18); and Jennifer Greenfield (Community Yard Sale on April 25). In addition, thank you to the Community Events committee members who donated items and created gourmet baskets for raffle at the Annual Dinner; \$201 was raised and donated to local outreach programs.

Upcoming events include:

- Spring Clean-up and Covered Dish Social (Saturday, May 16): The CE Committee will provide refreshments in the morning and will organize the Potluck Social following the clean-up at 12:30 p.m. (We will provide the main dish, paper products, utensils, and drinks for the lunch.)
- Food Drive (May 23-July 4): The three drop-off locations are listed in the April newsletter.
- Summer Night Social: The first social of the year will be held Friday, May 29, at 7:00 p.m. at the pavilion.
- Ladies' Brunch (Saturday, June 6): We sent 8 invitations to new residents inviting them to this event; it is being held from 10:00 a.m.-12:00 p.m. at the pavilion.

The committee is also looking to undertake another outreach effort, "Angels Unawear," which was proposed and will be organized by Susan Clare. Through this effort, items such as clothing and toiletries will be collected and donated to local men's and women's shelters. [The Board discussed tax-write-off benefits; CICA would not benefit, but Susan could get a series of blank forms from agency and issue them to community members who donate items.]

The next CE committee meeting will be held this Monday, June 8, at 7:00 p.m.

Drainage/Erosion/General Maintenance: John Bates reported that he is organizing some of the duties for Spring Clean-up this weekend in Bill Chase's absence. Janet McKenna will develop the list of tasks.

A discussion was held regarding training new tractor drivers to do the grass mowing, as there is currently a shortage of trained volunteers. A suggestion was made to contact the people who are approved for snow plowing and possibly train them on grass mowing as well; Brian Clare volunteered to

help with this effort. The Board approved paying the drivers. If we decide to subcontract the job, it would also need Board approval. Janet McKenna will follow-up with Sonny Hayes so that he meet with John Bates, Brian Clare, and Bill Chase to discuss.

Road Maintenance/Mowing (Bill Chase): The following written update was provided:

- Filled pot holes on Arden and Racine
- Most of the community property has been mowed at least once
- All but one private lot has been mowed at least once (the mower broke down on the last private lot on Bennett. Regan provided much assistance with his machine.)
- Conducted a tree survey with John Bates. A map will be prepared prior to Spring Clean-up. We looked at trees that will obstruct resurfacing the roads as well as those that could impede snow plowing.

Harbor (Art Wood):

- The moorings are all in place.
- There was a bracket break on one of the floating docks last week. It was replaced with an old one, which is still functional. Two new ones were ordered.
- Regarding grass mowing at the harbor, there are a lot of areas that are not being cut that should be. The center section needs to be mowed with a push mower. Permission to purchase a new push mower for \$300-\$400 was requested and granted.
- Art will be out of town during the month of June. He plans to ask Bill Day to help with mowing and assume Harbormaster duties in his absence.
- There are plans to expand the kayak rack by 24 feet. Bob Biedermann plans to complete this project next Thursday.
- Art would like to schedule the cutting of aquatic grasses in July and at the end of the season, and he will include this cost (\$800) in his budget request. A recommendation was made to cut farther down the river [than was done last year], between the docks.
- An old weight buoy was fixed, and a new one was purchased. It will be put in during Spring Clean-up on Saturday. Heavy duty bumpers will also be installed on the ramp.

Legal (David Byler): As part of the consent judgment agreement, we will move the bollard from the Osborne property onto community property (toward the road) on Friday, May 21. John Bates plans to call the utility company to determine where the electric lines are located.

Library (Joan Ferri ck): No report this month.

Membership (Jean Tucker): The following recap was provided:

- 2008 – Four property owners (5 lots) have not paid their required 2008 maintenance fees. Bill Dryden has followed up with registered and non-registered letters. A total of three letters were previously sent for 2008:
 - Original invoice in January.

- Second notices for 2008 maintenance fees were sent on March 1.
- Third notices for 2008 maintenance fees were sent on April 15.
- 2009 - Invoices and forms were sent to all property owners including Mason exempt and 11 renters on Jan 1.
 - 79 second notices for 2009 were sent March 1.
 - 34 third notices were sent April 15.
 - Bathhouse and shuffleboard keys were available at May 2 Informational Meeting and will be available at Spring Cleanup May 16.

2009 Responses to Date

- CI Community
 - Maintenance
 - Required: 305 full & 2 partial of 326 lots (92%)
 - Optional (Mason Lane): 5 of 5 paid (100%)
 - Bath House 116
- CICA
 - Membership
 - Owner 230 of 301 owners (76%)
 - Renters 1 renter paid membership
 - Shuffle Board 49
 - Boat Storage 89
 - Mooring Set & Pull* 87 (includes 2 special mooring fees from Murray)
 - Mooring Pick up & Return 79
 - Donations/Late fees \$36.04

2008 Maintenance Fees Outstanding

- Property owners
 - Blackburn
 - Coco – 2 lots
 - Crowetz
 - Kucharsey

Newsletter (Andrea Gilde): No report this month

Nominating (Diana Hawley): Diana has compiled a list of names for nominations to the 2009-2010 Board of Directors. To date, she has asked 13 people; 2 of these have accepted, 2 are considering running for election, and 9 have declined. She plans to contact 14 additional potential candidates. Anyone who wishes to nominate someone, or who wishes to run for election should contact Diana Hawley or any Board member.

Open lot grass mowing (Brian Clare): We have received a total of 23 contracts covering 24 lots, with an income of \$3475. There remain a number of lot owners who normally take advantage of this service but have not yet sent payment. Brian will follow-up with these people.

Pavilion (Sonny Hayes): No report this month

Technology (Gordon Hawley): More memory was purchased for the current server; there will be no need to budget for a new server for next year.

Town watch (Janet McKenna): There is no news to report. Volunteers are still needed and should contact Janet McKenna.

Tractor (Mike Burroughs): No report this month. Bill Tucker reported that Mike Burroughs submitted documents to be considered in the upcoming budget.

Road Resurfacing Committee (Don Manges):

- Don Manges sent the final proposal via e-mail to Janet McKenna, Brian Clare, and John Trainor. Janet will forward it to the Board for review. A suggestion was made to reformat the proposal.
- The Board discussed the importance of adding information in the proposal (in bold print) that presents the alternatives to paving and the ramifications if the roads do not get paved, including:
 - contracting the job for road maintenance, as the volunteer base is dwindling
 - the decreasing availability and increasing cost of millings
 - an annual maintenance fee increase
- A suggestion was also made to add language on the ballot that indicates that the person reviewed the documents that were enclosed.
- Don provided answers to previous follow-up issues/questions:
 - MDE stated that we do not need permits.
 - There are no sales taxes for paving the roads.
- Don reviewed his comments on the May 2 Community Meeting minutes that were previously distributed to the Board (via e-mail). Changes will be incorporated and an updated draft will be forwarded to Board members for approval. Once the minutes are approved, they will be posted on the web site, and hard copies will be available in a special box outside Janet McKenna's home.
- Don suggested that we add a question to the May 2 minutes regarding what we plan to do with contingency money, if the job costs less than the fill amount collected. [It will be placed in an account to be used specifically for road maintenance.]
- Because the issue of speed was such a big concern, Don provided information and the Board discussed some options:
 - We could install speed humps, speed bumps, speed tables, and speed pillows (which are smaller, more rectangular bumps that wide wheeled emergency vehicles can bypass). Speed humps are typically 400-600 feet apart; we would therefore require approximately 39 humps at \$1200 per piece. With this option, we might also be required to put up signs, and the humps would also need painted.

- We could contact the police department and request that they come to our community and run radar. We could put up a sign that stated "Community roads are radar patrolled."
- A suggestion was made to attempt to negotiate with the contractors prior to the vote so that we could include a not-to-exceed price in the cover letter of the mailing. Art Wood and Brian Clare will meet with the Roads Committee and the contractors next week to conduct these possible negotiations.

Voting on Roads Proposal

The Board plans to mail the voting information and ballots via Certified U.S. Mail, to each lot owner by Tuesday, May 26, 2009. It will include:

- Cover letter (Janet McKenna)
- Voting Procedure
- Proposal (Don Manges will incorporate alternatives; will be printed front/back)
- Ballot, with lot numbers on labels on each ballot (Brian Clare will finalize)
- Blank envelope with label for our P.O. Box on front and "ballot" clearly marked

Ballots will be either submitted in person at the meeting on June 27 or mailed (to be received by June 25). The Board agreed that we should not use the box in front of Janet McKenna's house as a drop-off location.

Diana Hawley presented information on callingpost.com as an alternative to the Board members making phone calls to community members [reminding them to vote]. A motion was made to accept, and all Board members were in favor. Karen Dryden developed the draft script that will be used for the recorded message, and changes/additions were discussed. The text will be sent to Board members via e-mail for review and approval. We plan to send the callingpost.com message approximately 1-2 weeks before the vote is due (June 15-17).

Having no further business to discuss, the meeting was adjourned at 9:52 p.m.

Respectfully submitted,

Diana Hawley for Andrea Gilde, Secretary