

Chesapeake Isle Civic Association
Board meeting 2/21/2011

The meeting was held at the home of Bill & Karen Dryden.

Board members present:

James Richardson	Ed Campbell	John Reber	Andrea Gilde	Diana Hawley
Karen Dryden	Troy Gunden	Don Manges		

Absent: John Trainor Joe Greenfield Pat Day Joan Ferrick

Community Members and Guests: Kathi Lichtenstein, Sonny Hayes, Bill Dryden, Angie & Justin Thomas

The meeting was called to order at 7:10 pm

President's Report:

- Thanks to the Dryden's for having the meeting at their house – the heat wasn't working at the pavilion.
- Thanks to Chris Shelton for managing the snow plowing operations during Sonny Hayes' absence. There were two storms that required plowing in January. Chris and his crew worked over several days plowing roads and contracted driveways until there was a tractor breakdown. There were two problems with the tractor, first with a flat tire, and then with a clutch issue.
- Thank you to Karen for calling all driveway contracts to report that there would be a delay until many driveways were plowed.
- We will be discussing the issue of whether to continue the Driveway Snow Plowing program during the March 2011 board meeting
- Thank you to Mike Burroughs for coordinating and performing a major tractor repair to the clutch. This was a repair that would have required having the tractor towed for repair, taking over two weeks and costing upwards of \$2500. Mike was able to order the parts himself and bring in mechanics from his place of employment to repair the tractor on-site.
 - They worked for an entire weekend to repair the tractor
 - Workers were paid a nominal amount
 - Mike was encouraged to take pay for himself, but he did not do so
 - We estimate that we saved about \$1000 and a significant amount of time without a tractor
 - We will discuss whether to give Mike a gift for all the work that was performed during New Business
- We had a back-up contractor available for snow plowing in case there was significant snow while the tractor was out of commission.

Secretary's Report - minutes from January 2011 meeting had been distributed to all board members prior to the meeting. They were approved as written and will be posted on the bulletin boards and CICA website. (submitted by Andrea Gilde for Pat Day)

Treasurer's Report – totals for January 2011

Community Maintenance Expenses: \$793.69 (tax payment, newsletter, and tractor battery)

Community Maintenance Income: \$25098.66 (Annual Maintenance fees)

\$2000 was transferred to the Maintenance Reserve for the Tractor Fund, as was outlined in the Community Maintenance Budget for 2010-2011

Balances:	Checking:	26123.55
	Roads	12382.49
	Reserve	8163.96
	Total:	\$46670.00

The Community Maintenance Treasurer's Report was approved as submitted

CICA Expenses: \$161.37 (tractor battery, house decorating prizes, SD box)

CICA Income: \$4102.50 (membership, moorings, keys, boat storage)

\$2000 was transferred to the Maintenance Reserve for the Tractor Fund, as was outlined in the CICA budget for 2010-2011

Checking balance:	6012.30
Reserve balance:	10084.49
Total	\$16096.79

The CICA Treasurer's Report was approved as submitted

Submitted by Andrea Gilde

TAXES – 2009-2010 taxes still have not been filed. Deadline for extension is March 15. Tax preparer has been contacted.

Budget requests for 2011-12 will be going out to committee chairs by April, and the preliminary budget will be presented to board at May meeting. Budget committee will be formed and start working soon.

Committee Reports

- **Architectural Review**– nothing to report
- **Beach**—no report given
- **Bulletin Boards** – nothing to report
- **Clothing** – inventory list being created, trying to sell off older items before buying new
- **Community Events** – the committee met on Feb. 15, 2011. There was no report for January.
 - In December, our “elves” delivered mail in Chesapeake Isle
 - Christmas Eve, Santa and his elf visited 10 homes.
 - House decorating contest results were announced
 - Albertson's (19 Pine)
 - Hawley's (5306 Turkey Pt.)

- Martin's (5215 Turkey Pt.)
- Progressive Dinner will be held on March 5. Phyllis Doyle is chairing
- Coffee will be provided at Jacob's Nose trimming on March 12, and coffee and sandwiches will be provided at Mooring Pick-up and Inspection on March 26.
- The next meeting will be held on March 14 at the home of Karen Dryden.

Submitted by Babs Manges

- **4th of July** – no report given
- **General Maintenance**— The only activity in January and early February is planning for the trimming of Jacob's Nose. Plans are to assign 7 individuals as work group leaders and assigning each group a specific section of Jacob's Nose to clear. Anyone that would like to volunteer to lead a group, contact Sonny at 410-287-7588. (Submitted by Sonny Hayes)
- **Grass Mowing & Snow Plowing** – Tractor & driver are ready for tonight's storm, if necessary (Submitted by Sonny Hayes)
- **Harbor** –
 - Spring is trying to arrive and we have thirty-seven (37) mooring placement requests thus far.
 - When weather and time permits, we will make some repairs to the Mooring Puller. (submitted by Bill Dryden)
 - **IMPORTANT UPCOMING DATES:**
 - Mooring Pickup: March 26, 2011
 - Mooring Placement: April 9, 2011
- **History** – there was no meeting in February. The committee plans to have a display for the annual dinner on April 9 (submitted by Karen Dryden for Pat Day)
- **Legal** – nothing to report (submitted by Bill Dryden)
- **Library** – opening day is April 16th, 2011 from 10-11:30 am. Coffee and donuts will be served.
- **Roads** – No non-essential road maintenance was performed. Chris Shelton lead the January snow plowing needs. Adequate plowing was hampered by a flat tire and bad clutch on the tractor, which has since been repaired. Once the weather warms up work will start working on repairing the roads. Sonny is also preparing to update the training of current and future tractor. Millings are plentiful to repair any potholes that have formed during the winter. (Submitted by Sonny Hayes)
- **Membership:** 193 out of 318 property owners have paid to date (2/21/2011), about 65%. 168 have joined CICA. Second notices will be sent out in late February or early March. (submitted by Kathi Lichtenstein)
- **Newsletter** – next one goes out in April, after the annual dinner on April 9th. Please have copy to Pat by the beginning of April
- **Nominating** – gathering suggestions for potential board members. We are still need a chairperson. The chairperson needs to work with membership to determine who is a CICA member so we can determine who is eligible to run. No one present volunteered to take on the chairperson responsibilities. (submitted by Diana Hawley)

- **Pavilion** – Diana is planning to get a crew together to paint the inside of the pavilion. Other necessary repairs/minor improvements will be determined. Pavilion rentals are starting to come in, web calendar is being updated (Submitted by Sonny Hayes for Sara Hayes)
- **Town Watch** – We are still seeking a chairperson. Without a chairperson the program does not exist.
- **Tractor** – tractor is running fine again after major repairs as reported earlier (Mike Burroughs)
- **Web Page/Email** – no report given (Gordon Hawley)

Community Member issues – none reported

Welcome to new community members Justin & Angie Thomas.

Old Business – Road maintenance planning committee will be having first meeting on Monday Feb. 28, 7 pm at the Dryden's.

New Business

- **Vandalism**

There was a report of vandalism on Feb. 13 to several mailboxes and lampposts along Turkey Point Rd. Diana was contacted by at least one resident to report this. Since the damage occurred to private property along the state road, property owners were encouraged to call the police, who responded.

- **Altercation**

On Sunday, 2/20, there were several messages received in response to an altercation at the pavilion on 2/19. A resident noticed that several teenagers were climbing onto the roof of the pavilion and jumping off, and causing minor property damage. Although the details differ as to exactly what happened, an altercation occurred between the resident and the teenagers, parents were brought in, and the police were contacted. All parties declined to press charges and the matter was dropped. There was no damage to the pavilion, only to a trash barrel. The property owner/landlord of one of the parties involved was contacted and addressed his tenants regarding this matter.

- **Tractor**

- after a brief discussion, there was a motion & vote to present a gift of \$500 to Mike Burroughs in appreciation for all the work performed on the tractor and as recognition for all the money saved. All approved.

- After the recent problems with the tractor, a discussion has been raised as to whether CICA/CM needs to start looking into the purchase of a new tractor in order to accomplish the maintenance tasks of our community. The tractor is about 12 years old.

CICA/CM uses the tractor for many purposes:

- grass mowing of community lands and
- grass mowing of private lots (fee based)
- snow plowing of community roads
- snow private driveways (fee based)
- harbor and mooring activities
- beach cleanup
- various maintenance tasks

Sonny Hayes, Maintenance Chairperson offered the opinion of Mike Burroughs, Tractor Maintenance Chairperson. Mike thinks that the tractor is still pretty reliable, but some of the tasks that CICA/CM uses it for are taking more of a toll on the tractor than necessary. Grass mowing of private lots, in particular, puts a lot of wear and tear on the clutch/transmission. In addition, some tractor drivers have been instructed to start/shift the tractor in a way that Mike thinks has been harder on the transmission/clutch than necessary, leading to frequent repairs and greater expense. Sonny thinks that proper training would reduce the incidence of repairs and plans to do so.

It has also been suggested that a zero-turn lawn mower be purchased solely for grass cutting. It would enable grass to be cut more quickly and eliminate the frequent shift changes necessary for cutting small lots. Sonny will look into the details of such a purchase and report at the next board meeting.

Snow plowing of private driveways is also looked upon as creating a great deal of wear on the tractor and crew. Driveways also require frequent shift changes and use of the bucket. It also creates a problem as to distribution of tractor use. It is the first priority in case of 3+ inches of snow to get the roads passable. Driveways are a second priority. The snow plow crew generally plows all the roads first to make them one-lane passable, then goes back and takes care of the driveways, then does additional plowing on the roads to widen them. During the last storm, the tractor had a flat tire, delaying the driveway plowing. After this repair, driveways were done but a day later than they should have been. Then, just as the driveways were being completed, the clutch went out. The roads were never widened until the snow melted. Some board and community members are of the opinion that the driveway snow plowing program should be discontinued as it creates unnecessary wear on the tractor and delays other plowing, which is to the benefit of the entire community. The driveways do earn money, even in a bad winter, but the overall cost may be greater than just paying the drivers. This will be discussed at the March board meeting.

A question was raised as to how the income/expenses for the tractor are split between CICA and Community Maintenance, and how would it be done for a new piece of equipment?

- The tractor is used for both CICA and Community Maintenance purposes

- Community Maintenance: Road maintenance, grass cutting of community property, snow plowing of community roads, beach and harbor maintenance.
 - CM generates no income using the tractor
 - All property owners pay CM fees, which are used to help maintain the tractor
 - If a tractor driver is cutting grass on community property or plowing roads, he is paid from Community Maintenance fund
 - All property owners must keep their grass to 6" or less, even if they are not CICA members (see Restricted Covenants)
 - <http://www.chesapeakeisle.org/guidelines/restcovenants.php>
 - If a property owner fails to do so, CICA will cut it and send the owner a bill.

- CICA: Snow plowing of driveways for CICA member who pay an additional fee, grass cutting of private lots for CICA members who pay an additional fee.
 - CICA is under no obligation to offer these services. They are offered at a low price to CICA members.
 - All property owners must keep their grass to 6" or less, even if they are not CICA members (see Restricted Covenants)
 - <http://www.chesapeakeisle.org/guidelines/restcovenants.php>
 - If a property owner fails to do so, CICA will cut it and send the owner a bill.
 - Income from CICA activities is credited to CICA
 - If a tractor driver is cutting grass on a private lot or plowing a private driveway, he paid from CICA fund
- All expenses are split 50/50
- Cost of a new piece of equipment would also be split 50/50 unless distribution was changed

It has been suggested that if a new lawn mower is purchased that the entire cost be borne by Community Maintenance and any income generated by use of the mower be credited to the Community Maintenance budget. Grass cutting services would be available to all owners of empty lots, not just those who join the CICA. The matter of the income/expense distribution will also be discussed at the March Board Meeting

The next meeting will be held on Monday, March 21, at 7:00 p.m. at the pavilion.

Having no further business to discuss, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Andrea Gilde (for Pat Day, CICA Secretary)