

CICA Board Meeting

August 15, 2011

Board Members Present: Diana Hawley, Andrea Gilde, Pat Day, Joan Ferrick, John Reber, Jim Richardson, Don Manges, Ed Campbell and Karen Dryden.

Board Members Absent: Troy Gunden, John Trainor, Joe Greenfield

Community Members and Guests Present: Bill Dryden, Sonny Hayes and Paul Pudlinski

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

President's Report:

- Diana reported that she was served on July 25 with a complaint by Mason Lane lot owners Conway, Spall and Smith. Don Manges, Bill Dryden and Diana met with our attorney on August 11th to discuss. The report will be made under the Legal Committee section. Per our attorney's advisement, Diana will also post a copy of the complaint on the Chesapeake Isle website as this is public record.

Secretary's Report: Pat Day

- Minutes for July read and approved

Treasurer's Report: Andrea Gilde

- Treasurer's Report read and approved.
- Comm. Maintenance July 2011 Expenses were: \$2955.99 (road drainage study, tractor, legal, newsletter)
- Comm. Maintenance July 2011 Income was: \$2350.08 (past due Maintenance fees)

Bank Balances and Transactions	Beginning Balance	Deposits	Debits	Ending Balance
Community Maintenance Reserve	\$12,177.89	\$2.90	\$	\$12,180.79
Roads Fund	\$29,499.73	\$7.03	\$2,000.00	\$27,506.76
Community Maintenance Checking	\$7,352.41	\$2,350.08	\$2,955.99	\$6,746.50

- CICA July 2011 Expenses were: \$751.87 (community events, tractor, pavilion locks, misc.)
- CICA July 2011 Income was: \$2527.75 (from the 4th of July)

Bank Balances and Transactions	Beginning Balance	Deposits	Debits	Ending Balance
CICA Reserve Account	10787.84	2.57	0	10790.41
CICA Checking Account	6310.14	2527.75	751.87	8086.02
				\$18,876.43

Committee Reports:

Architectural: Bill Dryden

- No activity since the last Board meeting.

Beach: Joe & Jennifer Greenfield

- Nothing new to report.

Bulletin Board Report: Karen Dryden

- Nothing new to report.

Clothing:

- Diana reported that she has spoken with a person from Mlocker.net to create business for community clothing. People wishing to purchase CICA items can go directly to the website, design their own clothing items based on the design we supply and purchase them through the website. The community will receive a percentage of the sales. The Board agreed to have Diana pursue this; she will follow up.

Community Events: Babs Manges

- Community Events met on August 8, 2011 at the Pavilion.
- Thanks go out to Susan Clare for another successful Ice Cream and Bingo night on August 5th.
- Our July Summer Social was another fun evening. Cindy Mistysyn chaired this event and it was another great job.

- Keep August 26th open for another Summer Social and remember the Annual Meeting on August 28th. Our 1st Pancake Breakfast is scheduled for Saturday September 3rd at the Pavilion.
- Other activities for fall are the Community Yard Sale, Oktoberfest, Clean Up and the Children's Halloween Party.

Grass Mowing: Karen Dryden

OPEN LOTS:

- (29) Contracted lots continue to be cut by CICA
- (3) Not paid to date – Lots are being cut and billed on a per cut basis.

LOTS WITH HOMES:

- One lot with home and adjacent lot (in possible foreclosure) is being cut and billed per cut.
- One letter was sent out to a property owner reminding them of the Restrictive Covenant.

Note: Letter sent out in response to complaints that had been brought to the attention of the Board.

Harbor: Bill Dryden

- The Harbor has collected a new load of debris and another special clean-up may need to happen.
- As the weather cools we will start some additional maintenance, the re-decking of the Conversation Pit will be the first project.
- I previously advised the Board, Jay Gilfillan has expressed a desire to be the next Harbor Master. If approved by the Board he will work with me this fall and be ready to take over next year.

History Committee: Pat Day

- We will resume meetings in September.

Legal Report: Bill Dryden

- On June 27, 2011, the final past due letters for maintenance fees were sent to eight (8) owners.
 - Of the six past due for 2 years:
 - Three (3) have paid in full

- One has vacated his property and has left the state. Pursuing legal means is probably useless at this point. We will try to collect when the house goes to foreclosure.
- We have started the Legal Collection process on the remaining two owners.
- Of the two past due for three years:
 - One is up for foreclosure and the lender has forwarded \$522.00 of the \$584.58 due. We probably will not be able to collect the remaining small amount.
 - The other three year delinquent has filed for Bankruptcy and the lot went up for foreclosure on July 21, 2011. I am not sure of the outcome and am pursuing collection with the Attorney handling the sale.
- There was discussion at the last meeting concerning the placement of a Posted-No Trespassing Sign at the Beach so that a Trespasser could be cited by the Police.
 - An additional sign wouldn't hurt, but may not help. Anyone at our Beach or Harbor knows that they are trespassing with the signs in place and can be cited by the Police. With or without additional signs the offender must be confronted and asked to leave and if they refused the Police can be called. The big problem that remains is that few owners want to confront the trespasser. Additional signs wouldn't hurt, but probably won't keep outsiders out of here.
 - Diana will discuss with Joe Greenfield how he would want to handle.
 - Met with attorney on 8/11 to discuss the complaint from the Mason Lane property owners. Our attorney has filed a response to the initial suit along with a set of interrogatories and admission of facts. ,so we can find out information. After their response we will want the court to rule or advise on the next step.

Library: Joan Ferrick

- Joan with the assistance of her granddaughter spent a good amount of time re-organizing the books at the library. This is an awesome job as we have been very fortunate to have so many books. We invite everyone to visit the Library on Saturday mornings between the hours of 10:00 to 11:30.

Maintenance & Erosion Issues: Sonny Hayes

- No major problems or pending projects. If anyone is aware of items needing attention, please let me know. Original reported, since the weekend of rain more washouts occurred. Work was done but more has to be done. Ruts on Arden and down around Rolling were worked on. Basin Drive has become a large problem. It is hoped that clearing drainpipes and culverts will alleviate that problem.

- We are requesting bids for contracted road maintenance at Basin and at Rolling toward Bennett. These areas are beyond the scope of what can be handled by our volunteers and equipment.
- We are requesting bids for contracted road maintenance will get quotes to fix the above and present to the BOD. Sonny Hayes will handle this.
- Tree at the Beach needs to be topped professionally. It is in danger of falling into the parking area.
- Quotes have been received from one contractor to correct the erosion at the beach and harbor. With the Beach area being the most critical it will cost about \$7500 to have a rock revetment placed along the existing eroded area. This would stabilize the area in the location it is now. The second option is to place the revetment in a straight line, (approx. 95') from the tree at the South end to where the height of the erosion is about one foot high. This will cost about \$16,000 but will return the area to where it was at a previous time and cover the tree roots with soil. A second contractor will be on site tomorrow, 8/16/11, to review the areas and supply us with another quote

Membership: Kathi Lichtenstein

- One of the residents who owed two years has paid so just two are subject to legal action.

Newsletter: Pat Day

- The Newsletter will be published in October. Input is required by October 10th.

Nominating:

- Still have four nominations as stated in the Newsletter. Any new nominations will need five signatures to be added to the ballot.

Pavilion: Sonny Hayes

- The pavilion is currently committed on the below dates in 2011:

8/20	8/26	8/28	9/10	9/24
10/15	10/29	12/17		

Roads: Sonny Hayes

- No activities required this month. The recent milling work done by S&M seems to be holding up very well.
- Waiting to hear from John Murray about the top priority drainage work on Bennett.

Roads Research: John Murray

- A representative group of the Road Improvement Committee met on site to review specifically the erosion on Bennett and Basin, and to discuss the specific details of drainage improvement as they pertain to these two areas and the rest of the community. With this on site analysis and the report prepared by Brian Morgan and KCI, the entire committee will be meeting this week to define the standard cross sections to be used as **The Standard** for road drainage improvement. In addition each drainage area of the community will be evaluated and prioritized in an effort to establish a **Priority List** identifying the order in which all drainage areas will be improved.
- **The Standard** and the **Priority List** will be used to gather construction bids for road improvement for presentation to the Board for review and approval, using the budget guidelines already established.

Tractor: Mike Burroughs

- Tire replaced on the tractor.

Web Page: Gordon Hawley

- Complaint from Mason Lane property owners will be posted.

Old Business:

- Committee Reports for Annual Meeting – Diana will send email to chairpersons requesting their report for the Annual Meeting. Several community chairs will be asked to give oral reports at the meeting. Need Committee Sign-Up sheets. Pat Day to supply.
- Draft minutes from last Annual Meeting will be posted on the web site. Board members are requested to review before posting.
- Motion made to name Jay Gilfillan as the new Harbor Master replacing Bill Dryden who has been for the last two seasons. All BOD members approved.
- Delmarva P&L: Joan Ferrick – Reported to her contact that a recent tree falling and subsequent power outage was unsatisfactorily handled. He contacted the people concerned. We were on a four-year turnaround with regards to tree trimming along Turkey Point Road; now we are on a two year turn-around. So within a month they should be starting to trim.
- Officers for 2011-2012; Don Manges has agreed to remain as Vice President and Andrea Gilde as Treasurer. We are in need of a Board President and Secretary. Current board member should consider taking these positions.

- Telephone in the Pavilion would cost \$400-\$500 with a cheap \$20 pkg. /month. A new option of a cell booster was suggest by sonny Hayes and he will look into it.

New Business

- **Resident Agent** – Andrea Gilde accepted the responsibility of being the contact upon Mike Szep’s resigning as the Resident Agent for CICA. This is a requirement by the state for a corporation.
- **Annual Meeting Logistics** – Sunday, August 28th at 2pm at the Pavilion. BOD members are strongly urged to attend.
- Diana will do an agenda and FAQ’s to be handed out. Also, explain the balloting situation of only four running. Also explain the extra ballot for the purchase of a grass mower.
- The nominees will be introduced and will give a small summation of their qualifications.
- Need flag hung.
- Tents and chairs. Bill Day and Harry Seeley will handle this duty.
- Speaker system: Brian Clare
- Committee Sign-up sheets: Pat Day
- Potluck dinner: Community Events
- Membership/Sign-In Table: Make sure four people will be present to assist
- Lists to mark when people get ballot: Andrea Gilde
- Copies of ballots (on different color paper): Andrea Gilde
- Copies of FAQs: Diana Hawley
- Copies of Budget: Andrea Gilde
- Hard copy of minutes from last annual meeting: Pat Day
- Diana needs to appoint people to count votes (Maintenance ballots, CICA ballots, CICA lawn mower ballot, Board voting ballots, if applicable)

Any other remarks:

- None at this time

The next meeting will be tentatively held on September 19th at 7:00 pm at the Pavilion (The new Board will decide the best meeting night at the Annual Meeting).

The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Pat Day
CICA Secretary