

CICA Board of Directors' Meeting

June 20, 2012

7:00 p.m.

Board members present: Jim Carter, Joan Ferrick, Andrea Gilde, Diana Hawley, Don Manges, John Reber

Board members absent: Ed Campbell, Karen Dryden, Joe Greenfield, Troy Gunden, John Murch, James Richardson

Community members/guests present: Phyllis Doyle, Sonny Hayes, Kathi Lichtenstein, John Murray, Justin Thomas

[Because only 5 out of 12 Board members are present, a quorum has not been established. According to the bylaws, business can therefore not be conducted. Any action items and approvals requiring a vote will be done via e-mail following the meeting.]

The meeting was called to order at 7:04 p.m. by President John Reber.

President's Report (John Reber)

- Mason Lane: There was a Settlement Hearing on June 13. There appeared to be no middle ground, and we will be going to trial October 22–24. Questions that can be answered will be taken during the Legal Committee report.
- Tractor/Mower issues: Due to continual issues with the Tractor and Mower, John would like to implement a pre/post check list for both. A discussion to take place during the Tractor/Mower maintenance report.
- WILMAPCO: The Town of North East has asked WILMAPCO (Wilmington Area Planning Council) to help develop a plan to support existing bus transit service and future commuter rail and transit hub service. There is an on-line survey at <http://www.wilmapco.org/northeast/> in regard to North East, but parts of it have to do with transportation issues in general.

Secretary's Report (Diana Hawley)

Diana e-mailed the draft minutes (minus the Roads committee report) to the Board on May 23; the Roads report was then e-mailed on May 24. The response deadline was May 27. The minutes were approved (11 yeas; one non-vote that counted as a yea) with the following changes incorporated:

- Jack Ferrick was added to the list of community members/guests present.
- Information was added to Joan Ferrick's report in the "Community Members' Issues" section.
- Several minor additions were made for clarity:
 - Treasurer's Report, first bulleted section: A clarification was added to specify that the legal bill was a result of the Mason Lane lawsuit, with funds coming from the reserve account.
 - Tractor Committee Report, last sentence: Clarification was made regarding the tank needed to be drained.

The final minutes were posted on the web site on May 29 and on the beach and harbor bulletin boards on June 1.

Treasurer's Report (Andrea Gilde)

- Andrea presented and reviewed the April Community Maintenance (CM) Monthly Treasurer's Report. Highlights include the following:
 - Insurance includes both workers comp and coverage for members carrying CICA funds (as discussed and approved at the last Board meeting)
 - We did not yet pay the legal bill yet because there were some questions regarding some of the items. We will be receiving a revised bill from our attorney.
 - Eric Sturm's check never arrived; we issued him a new check for \$1500 for the previously approved work. Will be in next month's report.
 - We are 10 days from the next fiscal year. Andrea requested that all expense checks and receipts for this fiscal year be submitted to her ASAP.

- Andrea presented and reviewed the March CICA Monthly Treasurer's Report. Highlights include the following:
 - Andrea provided an overview of the income and expenses.
 - There was a question regarding the expenses listed for the Community Events line item. Andrea will investigate to verify the accuracy of the year-to-date expenses listed in the report (they appear to be too low). *[After the meeting, Andrea corrected the number listed in the report, prior to sending the report to Board members for approval.]*
- Approval of the Treasurer's report will be done via e-mail after the meeting since there is not a quorum.
- Andrea again requested that all receipts that are submitted for reimbursement SHOULD NOT be stapled. If possible, she requested that all receipts be scanned and e-mailed directly to her.

Committee Reports

- Architectural Review (Bill Dryden)
There has been no activity since the last meeting.

- Beach (Joe and Jennifer Greenfield)
We are settling in for a great summer at the beach! Things have quieted down a bit and the beach is looking great thanks to our Friday beach clean-up crew – THANKS GUYS!

Thanks to Jim Carter for replacing the screens on pavilion doors and installing the water filter and cabinet on the bathhouse water supply. They are still looking for volunteers to repaint the bath house and bath house doors and apply stain to flat surfaces of playground.

Now is a good time to provide a friendly reminder on a few of the beach rules – see excerpts below from CICA Rules: Section 6 - Pavilion - Beach Areas:

- Children must be supervised by an adult while bathing. Bathe and use beach facilities at your own risk. - **There are no life guards on duty, please do not burden beach goers with the responsibility of watching your kids.**
- Pets, unleashed or leashed are forbidden in the pavilion/beach areas. – **We know, your pet is the best behaved pet in the world and is not aggressive and doesn't poop on the beach. This rule is for the other guys, but set the example by leaving your pet at home or going to the harbor. It's hard to selectively enforce a rule.**
- Bath houses must be kept locked at all times when not in use. – **Remember to lock-up after yourself after you're done for the day.**
- The Pavilion/Beach areas and facilities are restricted to property owners and their guests. – **If you see someone you don't recognize, introduce yourself welcome them to the community! Then ask them why they don't have a sticker or guest pass...**

And don't forget, if you have an idea for making our beach a better place and you want to be part of the solution, please contact Joe or Jennifer Greenfield at x2904 with your suggestion and availability.

- Bulletin Boards (Karen Dryden)
No report.

- CICA Clothing
No report.

- Community Events (Pat Day/Babs Manges)
The Community Events committee met at the Pavilion on June 11.

The Ladies Brunch was held on June 2 and attended by approximately 40 women. Five new ladies to Chesapeake Isle were our guests.

The next social is this Friday, June 22, at 7:00 p.m. at the pavilion. It is a themed social; we will be celebrating the 60s. Come in costume, if you wish.

The Mary Randall House outreach drive is currently underway. A flyer was distributed via tube drop. It will end on June 30. A box for donations will be available at the ticket sales table at the Independence Day celebration at the beach.

The Ice Cream Social/Bingo will be July 20 and August 3. Bring the whole family for an evening of fun.

The next CE meeting is scheduled for September.

- Fourth of July (Bill and Pat Day)

The committee chairpersons are aware and ready with their respective committees. We are looking forward to having good weather and a wonderful time as in past years. The flyer was developed and printed by Diana Hawley and has been distributed via tube drop.

We would appreciate the help of anyone available at 10:00 a.m. on Friday, June 29, to meet at the Pavilion to help erect the tents and move the tables in preparation for Saturday's picnic.

We plan to see everyone out that day to enjoy our community and have fun with all the events and the delicious foods.

- General Maintenance/Erosion (Sonny Hayes)

No specific maintenance has been required. If anyone is aware of other items needing attention, please contact Sonny Hayes.

Sonny also mentioned that the State has agreed to give us two truckloads of millings (about 40 tons); he just needs to get a truck company to deliver them. Sonny will contact Sam from S&M.

- Grass mowing (Karen Dryden)

OPEN LOTS:

(27) Contracts and payments received for CICA Seasonal Mowing to date.

(5) No response, including (1) in Bankruptcy; CICA cuts and bills per cut

LOTS WITH HOMES:

(Grass exceeds six inches which is documented in our Restrictive Covenant #3 of our Deeds)

(2) Letters sent to owners (Sanden and Lam); both have responded by attending to their yards. A follow-up note was sent to Lam thanking him for his response.

- Harbor (Jay Gilfillan)

No report was submitted.

- History (Pat Day)

A request was made by Don Manges to review past notes of John Bates for the ongoing legal procedures. Hopefully there will be something among the papers that will answer some questions.

The committee has not met this Spring but will resume meetings upon Pat's return. The committee has a large job ahead sorting all the paperwork that has been presented to us recently.

If anyone is interested in joining the History committee, please contact Pat at bandpday57@aol.com.

- Legal (Bill Dryden)

Legal papers were served to Tim and Sherry Smith (U-02) for delinquent Maintenance Fees. The collection hearing will be held on August 16, 2012.

A settlement hearing on the Mason Lane lawsuit was held on Wednesday, June 13, 2012 with no resolution. The trial date is scheduled for October 22–24, 2012.

- Library (Joan Ferrick)

Joan received new large print books from the Elkton Library to replace the old large print books.

- Membership (Kathi Lichtenstein)

But about 91% of residents have paid Maintenance fee. Of those who have paid maintenance fees, approximately 95% have joined CICA (about 222). Kathi plans to send the third notices after July 4th (to those lot owners who have not paid the mandatory maintenance fee).

Kathi mentioned that she also plans to issue a new directory on a disc to save printing costs.

- Newsletter (Diana Hawley)

Newsletter submissions for the July newsletter are due to Diana by July 1, 2012. This is a strict date, as the July newsletter must be published earlier in the month than normal, due to the time requirement outlined in the bylaws regarding sending the proposed budget (which is included in the newsletter)

- Nominating (Diana Hawley)

We currently have two nominees (Phyllis Doyle, and Justin Thomas). Diana reported that the Board members whose terms will be ending (and are eligible to run for another term) have thus far decided not to do so. Board members should consider additional prospective candidates, as there are a total of four vacancies.

- Pavilion Rentals (Sonny Hayes)

The pavilion is currently committed on the upcoming below dates in 2012:

6/29	7/4	7/7	7/14	7/20	7/27	7/28	8/3	8/11	8/12	8/18	8/24	8/25	8/26
9/29	10/13	10/27	11/3	12/15									

Sonny also mentioned that there was a miscommunication regarding the pavilion rental on June 30. The Hayes were not aware of the new date for the Independence Day event and they rented the pavilion for that date. They have since contacted the members who reserved it, and they were obviously upset about not being able to use it on this date.

John Reber suggested using the calendar on the Chesapeake Isle g-mail account for publicly sharing dates for pavilion rentals and community events. We will investigate this option.

A request was also made to inform people who rent the pavilion to not use staples in the picnic tables. It was suggested that CICA buy clips that renters can use to secure table covers; these clips could be given to people when they pick-up the key.

- Road Maintenance (Sonny Hayes)

There are no problems demanding attention at this time, other than those drainage activities planned by the long range Roads/Drainage Improvement and Planning Committee. Sonny can be reached at 410-287-7588 or 443-693-2090 if there are any problems or concerns.

- Roads/Drainage Improvement and Planning (John Murray)

There is nothing new to report. John is awaiting Board approval on proposals submitted. He brought a sample of an aerial survey to show to Board members. *[Because there is not a quorum, the Board will need to vote on this action item via e-mail following the meeting. All details and information are included in the May 2012 Board minutes.]*

Andrea clarified that any money remaining in the Roads budget at the end of the fiscal year will be carried over and earmarked for roads in the next fiscal year.

- Town Watch
There is currently no Town Watch.

- Tractor (Mike Burroughs)
We will need a new tractor chairperson. If necessary, we can advertise in the July newsletter.

There was also a discussion regarding the implementation of a checklist for both the tractor and the mower. It was also recommended that all mower hours go through Sonny (Road Maintenance Chairperson) for verification. Sonny will develop a sign-in/out sheet and also inform drivers to submit their hours through him.

- Web page/e-mail (Gordon Hawley/John Reber)
No issues to report.

Community Members Issues (*Community members present at the meeting who have questions or issues to bring before the Board were given the opportunity to speak.*)

- Joan Ferrick reported that she currently has 307 signatures on the petition for the Elk Neck Bridge (as discussed at the last Board meeting). She plans to obtain additional signatures at the July 4th event and on Route 272 to Hart's Church. There is no date listed on the petition, so she plans to present it to the Commissioners when they have another meeting.

Old Business

- John Reber reported that there is not much additional information regarding the installation of Comcast. Fiber is installed up to Hart's Church, but it is his understanding that it is being held up in the park. Completion date is likely a minimum of an additional 3 months, as no updates have been reported.

New Business

- The air conditioner in the pavilion is not functioning. If we can't fix it, we will purchase a new unit before the end of the fiscal year.
- The budget committee (consisting of Phyllis Doyle, Andrea Gilde, Diana Hawley, Don Manges, John Murray, and Justin Thomas; and chaired by John Reber) met earlier in the month to draft proposed CICA and Community Maintenance budgets. Andrea Gilde presented these proposed budgets, highlighting the following:

Proposed CICA budget:

- When we purchased the mower, we agreed that payments would come out of the reserves. It still will, but CICA will have always operated in a deficit because of our high reserves. We now need money to operate and not deplete reserves. Proposed membership fees will therefore increase from \$10 to \$15.
- When looking at the budget income and expenses, remember that some categories are only expenses and do not generate income. You have to look at the big picture.

Proposed Community Maintenance budget

- A discussion was held regarding the proposed increased maintenance fees. The budget committee agreed that the community needed more money to function, continue to make road improvements, defend our legal case, and effectively operate given the dwindling number of volunteers.

Because there is no quorum, the proposed budget must be voted on/approved via e-mail. Once approved, it will be presented to the community via the July newsletter.

John Reber adjourned the meeting at 8:47 p.m. The next monthly Board meeting is scheduled for Wednesday, July 18, 2012, at 7:00 p.m. at the pavilion.

Respectfully submitted,

Diana Hawley, CICA Secretary