

CICA Board of Directors' Meeting

July 18, 2012

7:00 p.m.

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

Board members absent: Ed Campbell, Karen Dryden, Joe Greenfield, James Richardson

Community members/guests present: Kathi Lichtenstein, John Murray

The meeting was called to order at 7:02 p.m. by President John Reber.

President's Report (John Reber)

We found out moving the 4th of July from the 4th was a BIG mistake! Pounding rains, howling winds, and a lack of electricity forced the cancellation of our Saturday celebration and it had to be moved back to the 4th, where it apparently belongs. Thanks to Bill and Pat Day and all their assistants for responding to the situation, and being able to effectively hold a successful celebration.

Thanks to Sonny Hayes for quickly organizing teams to make the roads passable and assisting neighbors in need. Thanks to all who responded to Sonny's cries for help.

The residents of Chesapeake Isle once again proved themselves in the face of adversity, coming together as one, clearing the roads of debris, dismantling and repairing the large tent, and assisting neighbors in need. Even with the size of the storm, in most areas where drainage improvements were made, the roads held up fairly well. Where they didn't we will continue to study and improve them as we are able.

Budgets for the next fiscal year were approved by both the budget committee and the CICA BOD.

Secretary's Report (Diana Hawley)

Diana e-mailed the draft minutes to the Board on June 26, with a response deadline of June 29. The minutes were approved (7 yeas and 5 non-votes that counted as a yeas) with the following changes incorporated:

- John Reber was present; the change was made to the Board member attendance.
- Treasurer's Report: Change that "checks should be submitted" to "checks and receipts."

The final minutes were posted on the web site on July 5 and on the beach and harbor bulletin boards on July 6.

Treasurer's Report (Andrea Gilde)

Because there was not a quorum at the June 2012 Board meeting, the May Treasurer's Reports were approved by the Board via e-mail following the meeting, with all in favor (9 approved; 3 did not respond).

Andrea presented and reviewed the June Community Maintenance (CM) Monthly Treasurer's Report. Highlights include the following:

- This wraps up the fiscal year. Some more minor finalizations will be made, but this June report includes most of the fiscal year income and expenses.
- Insurance IWIF (unemployment insurance) paid in May; CM transfer happened in June.
- We did not yet pay the legal bill because there were some questions regarding some of the items. We still have not received the revised bill from our attorney.
- All June mowing expenses were included in this report so that it accurately reflects the fiscal year expenses. There will be no mowing expenses in the July budget report, as July wages will be included in the August report.
- Expenses exceeded the amount budgeted in tractor maintenance due to the unanticipated clutch repair earlier in the year.
- We spent about 85% of the total amount budgeted.

- Our income for the fiscal year is 94% of anticipated Maintenance Fees. That does not mean that 94% have paid 2012 maintenance fees, as some of that income comes from overdue 2011 or earlier maintenance fees that were paid during this fiscal year.
- We will transfer the remainder of the money that was budgeted for roads into the Roads fund. Since we started collecting larger amounts for roads beginning in FY 09 and have done so every fiscal year since then, Andrea also reported the following:
 - From FY 2009-10 through FY 2011-12, we have budgeted \$144,000 for roads, and spent close to \$102,000. There is still approximately \$42,000 remaining out of the \$50,000 we allocated this past fiscal year.
 - We just spent \$9,500 (S&M) and allocated \$1,500 (Eric Sturm), leaving us with a balance of \$31,000. This is the amount to be considered when reviewing the materials submitted by John Murray at the last Board meeting. (S&M was paid in April 2012 and Eric Sturm was paid in June 2012.)
 - We need to keep in mind that this dollar amount is allocated for road maintenance as well as improvements. If we need to purchase millings to perform road maintenance or hire S&M to repair any roads after a storm, we need to have funds available.
 - \$28,494 of the money in the checking account is available for road expenditures (\$31,000-\$2,506 in account). A transfer was completed on 7/18/2012. The balance in the Roads fund is \$31,006.

Andrea presented and reviewed the June CICA Monthly Treasurer's Report, providing an overview of the income and expenses.

A motion was made and seconded to approve the Treasurer's reports. All in favor.

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.

It was recommended that FAQs be drafted and given to the community prior to the Annual Meeting, similar to what was done in previous years.

Committee Reports

- Architectural Review (Bill Dryden)
There has been no activity since the last meeting.
- Beach (Joe and Jennifer Greenfield)
Nothing to report.
- Bulletin Boards (Karen Dryden)
Nothing to report.
- CICA Clothing
Nothing to report.
- Community Events (Pat Day/Babs Manges)
The Community Events committee met in June at the Pavilion.

The 60s Summer Social was a big success in spite of a torrential rain and the loss of power. Our hostesses, Diana Hawley and Jennifer Greenfield, jumped into action with candles and also kept the music going. Great job!

This Friday is the first Ice Cream/Bingo, hosted by Susan Clare. Next Friday, July 27, will be another Summer Social, hosted by Jan and Bill Newkirk.

Plans are underway for the Pot Luck Meal after the Annual Meeting in August and the Hoe Down/Chili Cook Off in September. Details are in the July newsletter.

The next CE meeting is scheduled for September.

- Fourth of July (Bill and Pat Day)

By all accounts and in spite of the weather glitch on Saturday, June 30th, the Fourth of July Community Picnic was a rousing success on the actual Fourth of July. The gods have spoken and we will never, never change the date again! With the help and assistance of our wonderful community of volunteers, we scheduled the event twice and held it once to a sizeable group. Approximately 200 people, including so many children, made it a really fun picnic.

The storm did damage to the tarp over the food tent and had to be replaced at a cost of \$105, but should last another 20+ years. Fortunately we have some very skilled residents who were able to save the basics of the tent. Harry Seeley welded four broken tent elbows to allow us to use the big tarp and Wally Bullwinkle straightened the support poles that hold up the tarp. Bill thanks all the guys and gals who showed up twice to erect the food tent and help to dismantle it twice. We did purchase another 10'x10' tent for the new event, the Corn Boil, chaired by John Murch, which sold over 100 ears of corn.

Everyone showed up bright and early on Wednesday morning and the picnic went on with the children parading down the drive; it finished with the pie-eating contest.

The Drydens and Campbells sold out of waffles and ice cream and were getting low on ice for snow cones. Our Food Tent, led by Sue and Harry Seeley, sold over 250 hotdogs. This shows that we have a hungry and well-fed community!

Other mentions have been made in the July Newsletter, and Bill and Pat thank everyone who made this another wonderful Fourth of July.

A profit of \$140.43 was made after paying all the expenses of the new equipment, food, and game supplies. All in all it was a very successful Fourth of July that more than paid for itself.

- General Maintenance/Erosion (Sonny Hayes)

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

- Grass mowing (Karen Dryden)

OPEN LOTS:

(27) Contracted lots cut

(11) No response on contract, 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 (Rizzo and Short); these letters were sent in response to complaints that had been brought to the attention of the Board.

Special thanks to Tom Beman for cutting properties in our community.

A brief discussion regarding foreclosure properties and neglected lots was held. We typically cut the grass for foreclosure properties and bill the bank for any mowing/work that happens since they take over. Due to trespassing issues, we do not mow the grass on other neglected properties. Karen Dryden was planning to contact the Board of Health regarding these properties and to see if they can enforce for health purposes.

- Harbor (Jay Gilfillan)

No report was submitted.

- History (Pat Day)

The History Committee has not met this summer because of heat and vacations.

Special thanks to Anne Bates for her contribution of John's files and notes as an addition to our library of information. When the weather becomes cooler and the committee can spend time at the Pavilion, they plan to review these documents and add to or change our records to conform.

Anyone who is interested in joining the committee should contact Pat (410-287-9432 or bandpday57@aol.com).

- Legal (Bill Dryden)

No activity was reported this month.

- Library (Joan Ferrick)

The library has its normal activity.

- Membership (Kathi Lichtenstein)

About 87% of residents have paid Maintenance fee. Of those who have paid maintenance fees, approximately 90% have joined CICA. Kathi needs to coordinate with Andrea to send third notices (to those lot owners who have not yet paid these mandatory fees).

Kathi reported that she needs more keys; she will follow-up with Joe Greenfield.

Kathi plans to update the directory. She disseminated a form that she developed for Board feedback. She plans to give this form to new residents; it includes a request for basic contact information that can be included in the directory. Andrea mentioned that the directory is easier to e-mail to people than to put on a CD.

- Newsletter (Diana Hawley)

Diana completed the newsletter; she sent it via e-mail (to those on the e-newsletter list) and posted it on the web site on July 15. Hard copies were mailed and disseminated via tube drop on July 17. We currently print 150 copies and mail 49.

Special thanks to Angie Thomas and Andrea Gilde for proofing the draft newsletter; to Andrea for making the labels; to Susan Clare for preparing the mailing; and to Susan Clare and Sue Seeley for completing the tube drop.

Diana reported that we currently print 150 copies and mail 49; the remaining are disseminated via tube drop. Sue Seeley has an idea to make the process easier; Diana plans to follow up with her regarding this. Diana also mentioned that she may be able to get an additional discount on the print job (which is completed by Mailbag in North East) by putting their name on the back page.

A discussion was held regarding encouraging people to get their newsletter via e-mail instead of print, reducing printing costs. One idea to encourage the e-mail version is to make this version visually appealing and to not put the pictures and graphics on the print version. The pros and cons of this option were discussed. It may be an option in the future, but we do not want to penalize lot owners who do not have access to a computer/internet.

- Nominating (Diana Hawley)

We currently have four strong nominees (Phyllis Doyle, John Murray, Christopher Shelton, and Justin Thomas); this information and all bios were included in the newsletter.

Diana reported that she had received a question regarding whether or not the Board needs to make a formal approval of the candidates. For clarification purposes, she provided the following information:

- The only time in the past when the Board made a motion, discussion, or vote about any potential Board member is to fill a vacancy left by a Board member resigning before his/her term was finished.
- The by-laws state: *“(A) By the Nominating Committee - The Board shall either nominate candidates for the Office of Director or appoint a Nominating Committee, which shall make such nominations. These*

nominations will be published to the membership at least four weeks prior to the annual meeting and shall be set forth in the notice of the annual meeting."

- Pavilion Rentals (Sonny Hayes)

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

7/20 7/21 7/27 7/28 8/3 8/11 8/12 8/17 8/18 8/24 8/25 8/26 9/22 9/29
10/13 10/27 11/3 12/15

A note was included in the newsletter to remind people not to use staples in the picnic tables.

- Road Maintenance (Sonny Hayes)

Road crews (including Sonny Hayes, Brian Clare, Jim Nimtz, Fred Berkeihiser, Justin Thomas, Gordon Hawley, Regan Michaud, Bill Dryden, Jim Abel, Allen Johns, and John Murch) worked this past Saturday, July 14, to repair damage from the June 29, 2012 storm. No work remains 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)

Because there was not a quorum at the June Board meeting, John Reber sent an e-mail to the Board members on 6/27/12 regarding the approval of the aerial survey, as previously reviewed and discussed. The Board approved the aerial survey via e-mail, with 10 in favor, 1 against, and 1 who did not vote.

While the topo company has the approval to do the survey, they recommended that we wait until November when the leaves are off the trees; this will result in a better job, particularly for roads that have a lot of tree cover, such as Caldwell and Mason. The construction would begin after that (in winter/early spring, depending on the weather). This is considered a linear approach.

The other option, in order to have work completed faster, would be a parallel approach. We would contract Eric Sturm to do some work, then have the topographical survey completed, and have the two connect further down the line. This would speed up the process by a couple of months.

Because the linear approach was considered the best option, the Board agreed to wait until November to have the topo survey completed.

A discussion was held regarding the end goal of the road work, which is that we will have roads that do not deteriorate every time it rains, and that they will be as maintenance free as possible. If paving is something that the community and Board want to consider in the future, the work we are completing now is going to help with that. The one thing, however, that our work is not currently addressing is dust control. That is something to consider in the future.

- Town Watch

There is currently no Town Watch.

- Tractor (Mike Burroughs)

We will need a new tractor chairperson. We will send out a Hot Topic.

As a follow-up to last month's discussion regarding the implementation of a checklist for both the tractor and the mower, Diana reported that Sonny developed a sign-in/out sheet for the tractor and mower and requested that all driver hours are approved by him.

- Web page/e-mail (Gordon Hawley/John Reber)

The web site will need to be reviewed for accuracy of information, particularly the Board member and officer lists.

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 399 signatures on the petition for the Elk Neck Bridge (as discussed at the last Board meeting). She also reported that she spoke with the camp leader at the Boy Scout Camp and they have 800 people there during the week in the summer. This increases the number to 5,000 people on the road (south of the bridge) if we ever had to evacuate. She has an appointment with Bay Adventure to obtain additional signatures. The bridge has been deferred for one year.

Old Business

- Jim Carter reported that he tested the plug on the air conditioner to see if that was the problem, but it is not. It was therefore decided that we need to purchase a new air conditioner. Don Manges and Jim Carter will complete this project.
- Because there was no quorum at the last Board meeting, John Reber e-mailed the proposed CICA and Community Maintenance budgets to Board members for approval. As previously mentioned, the Board approved these proposed budgets (all in favor) and they were presented to the community via the July newsletter.

New Business

There were no New Business items.

Meeting Adjourned: A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 8:21 p.m. The next monthly Board meeting is scheduled for Wednesday, August 15, 2012, at 7:00 p.m. at the pavilion.

Respectfully submitted,

Diana Hawley, CICA Secretary