

CICA Board of Directors' Meeting

August 15, 2012

7:00 p.m.

Board members present: Ed Campbell, Jim Carter, Karen Dryden, Joan Ferrick, Andrea Gilde, Diana Hawley, Don Manges, John Murch, John Reber

Board members absent: Joe Greenfield, Troy Gunden, James Richardson

Community members/guests present: Phyllis Doyle, Bill Dryden, Kathi Lichtenstein, Justin Thomas

The meeting was called to order at 7:00 p.m. by President John Reber.

President's Report (John Reber)

John reported that he is squashing the rumor that Comcast to the Isle has been canceled. After talking to both Comcast and Julie, the head ranger at Elk Neck State Park, he found out that the original submission from Comcast as to where and how the lines would be run has been rejected. The Park Service, in Annapolis (not local), is waiting for Comcast to resubmit their plans. At this time Comcast has no projected date/time frame when the new plans will be submitted to the Park Service. Thanks to Justin Thomas for all his effort towards this goal, including contacting Governor O'Malley to file a complaint regarding his decision to decline funding from the "Connect America Fund." At the suggestion of Brian Clare, there will be a petition, to be sent to the Governor and our State/Federal representatives, available for signing at the Annual Meeting.

Thanks in part to Joan Ferrick and her relentless effort gathering signatures and attending County Meetings, the rebuilding of the Old Elk Neck Rd Bridge is back on track. The bridge has been approved, but not the improvements being sought in the area on the north side of the bridge, nor improvements at the Hart's Church intersection of Turkey Point Road.

Secretary's Report (Diana Hawley)

Diana e-mailed the draft minutes to the Board on July 25, with a response deadline of July 28. The minutes were approved (9 yeas and 3 non-votes that counted as a yea) with the following changes incorporated:

- Fixed typo errors in the President's report, Treasurer's report, and under Old Business.
- In the Community Issues/Concerns section, changed the number of possible evacuees to 5,000 (from 6,000, as was initially reported).

The final minutes were posted on the web site and on the beach and harbor bulletin boards on August 7. (Diana apologized for the brief delay, as she did not finalize the minutes until after she returned from vacation.)

Treasurer's Report (Andrea Gilde)

Andrea presented and reviewed the July CICA Monthly Treasurer's Report, providing an overview of the income and expenses. Highlights include:

- The only income for the month was from July 4th, which was lower than expected (the date change and other expenses arising from the storm contributed to that).
- The insurance expense is half of the liability insurance, which is split with Community Maintenance (CM).
- The A/C repair to the tractor was split between CICA and CM

Andrea presented and reviewed the July CM Monthly Treasurer's Report. Highlights include the following:

- The Roads fund reflects the transfer from the checking account.
- We still have not received the revised legal bill from our attorney. We generally receive it quarterly.
- There was a debit made out of reserve fund into the checking account; this transfer was done to ensure that we maintain enough in the account (in case the legal bill did come in). If we drop below \$2,500 in any account, we have to pay a \$10 fee per account. We obviously try to avoid that, hence the transfer.

Andrea fielded questions, including clarification that we do not have any CDs or any other interest bearing accounts, except in the reserve (which is included in the report). She also reported that Ed Turner is currently conducting the annual audit; it should be completed prior to the annual meeting.

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

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)
Karen reported that Jay Gilfillan changed the lock on the harbor board because the other one fell apart. Karen and Jay both have a key to this new lock.
- CICA Clothing
Nothing to report.
- Community Events (Pat Day/Babs Manges)
The Community Events Committee has not met since June, as they decided to have meetings four times a year (before each newsletter is distributed).

During these three months, we have held two Ice Cream/Bingo socials which were enjoyed by both young, muddling, and older! Sue Clare and her committee did a wonderful job of satisfying our tastes for ice cream and our game prowess at bingo.

The Annual Meeting is being held on August 26; all are encouraged to attend. The CE committee will be serving hot dogs with trimmings along with a taco walk for the Potluck Social following the meeting. Drinks will be provided.

The Summer Night Socials are a continued success; the committee is looking forward to a visit to Key West Night/Margaritaville on August 31 for this themed Summer Social.

The Chili Cook-off/Hoe Down is scheduled for September 29; we want to see everyone in their cowboy boots and bandanas and join in for a great time. Janice Newkirk, who is the chairperson of the Summer Socials, is working with Polly Carter (event chair) and Cindy Mistysyn. Contact them if you want to sign up to enter the chili contest.

Another fall cruise is on the agenda for October 5-12. Please contact Karen Dryden if you plan to accompany the boaters on this outing.

- Fourth of July (Bill and Pat Day)
There is no report.
- General Maintenance/Erosion (Sonny Hayes)
The only maintenance required is the repair of the split rail fence at the top of the Beach access road. If anyone is aware of other items needing attention, please contact Sonny Hayes.

Don Manges reported that the downed tree beside the pavilion has been sawed; Sonny will now remove it.

- Grass mowing (Karen Dryden)

OPEN LOTS:

(27) Contracted lots continue to be cut by CICA

(4) No response -Not maintained by owners to required height of six inches—CICA cuts and bills per cut

LOTS WITH HOMES:

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

(1) Letter sent to owner (Short)—No response from July or August letter; this letter was sent in response to complaints that had been brought to the attention of the Board

A discussion was held regarding whether we should consider the lot abandoned and therefore cut the grass on this property (Short). All vehicles have been removed and it appears that no one is living at this property. The bank will not do anything and take over mowing responsibilities unless they are delinquent for 6 months. Bill Dryden will discuss this issue with our attorney, specifically whether or not we can mow if it appears to be abandoned. There are no rules in Cecil County regarding regulating for health purposes.

The Webster and Hill properties appear to have been mowed by the bank.

- Harbor (Jay Gilfillan)

No report was submitted.

Bill Dryden reported that he called regarding the light at the harbor in June, as it is not working. Since Delmarva has never come to repair, he followed up today. There is a work order in place and, at their request, he marked the poles for the power company.

- History (Pat Day)

There is no report.

- Legal (Bill Dryden)

We received payment for 2010 and 2011 Maintenance Fee as well as Grass Mowing Fees totaling \$713.80 from Timothy and Sherry Smith—Lot: U-02. (This includes grass mowing fees, dues, and cost of certified mailings; they have paid our attorney for legal fees related to this as well.) The funds were received through our attorney and therefore the collection hearing for August 16 was cancelled.

- Library (Joan Ferrick)

The library has its normal activity. Joan will get rid of VHS tapes.

- Membership (Kathi Lichtenstein)

We will send third notices tomorrow (to those lot owners who have not yet paid these mandatory fees). About 93% of residents have paid Maintenance fees.

Kathi received more keys.

We will be sending invoices in September this year; the due date has not changed.

- Newsletter (Diana Hawley)

There is no report.

- Nominating (Diana Hawley)

We currently have four nominees (Phyllis Doyle, John Murray, Christopher Shelton, and Justin Thomas); this information and all bios were included in the newsletter. No additional candidates have stepped forward.

- Pavilion Rentals (Sonny Hayes)

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

8/17 8/18 8/24 8/25 8/26 9/22 9/29 10/6 10/13 10/27 11/3 12/15

- Road Maintenance (Sonny Hayes)

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.

A discussion was held regarding areas that need attention, including the following:

- Roadwork/washout at the area near lot M-16 (Rolling Avenue)
- Swales throughout the community that are full of debris and need cleaned (including the swale in front of C-36 on Bennett)
- Various road washouts throughout the community.
- Tree trimming: A couple of years ago, all trees were trimmed back to 12 feet by a volunteer crew. There are trees throughout the community that need trimming again, including many on Bennett Avenue. We can trim anything that is hanging over our road/right-of-way. This may be a possible clean-up day activity.

The Board discussed whose responsibility it was to clean swales (homeowners or community). It is our understanding that if the swale is in the right-of-way, it is CICA's responsibility. John Reber also reported that our attorney has previously stated that that if we did not cause an increase in the flow of water, resulting damages are the homeowner's responsibility.

It was recommended that John generate a list of items for Sonny so that he can address them, and, if necessary, request the assistance and obtain estimates from a contractor. Board members should forward any known issues to John so that he can create this work list for Sonny. Drainage issues should be turned over to John Murray.

- Roads/Drainage Improvement and Planning (John Murray)

No activity to report.

- Town Watch

There is currently no Town Watch.

- Tractor (Mike Burroughs)

We need a new tractor chairperson.

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

The web site needs 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 disseminated handouts regarding the Old Elk Neck Bridge update, including a list of total number of evacuees and a map from Commissioner Hodge highlighting the project. There will be a meeting on August 21 at 2:00 at the County Administration Building (200 Chesapeake Boulevard) regarding the completion of the widening improvements.

Since this is a political issue, it was not discussed further, and the request to send a Hot Topics e-mail to the community regarding this meeting was denied.

- Joan Ferrick reported that Delmarva will host a meeting regarding power issues on August 27 at 7:00 p.m. at NorthBay. Information about this meeting will be sent to the community via Hot Topics.
- Kathi Lichtenstein reported that Dottie Schaeffer's son drives around the community in a pick-up truck around midnight about 5 days a week to conduct an unofficial town watch.

Old Business

- Jim Carter and Don Manges purchased the new air conditioner and completed the installation.
- Don Manges reported that the lock box had been pulled off the wall; he noticed it today when he did some work in the pavilion. No other damage or evidence of suspicious activity was noticed. Don put it back up on the wall.
- John Murch reported that security cameras are \$300. Andrea Gilde recommended that he contact Paul Pudlinski, who has more information regarding such security systems.

New Business

- The Annual Meeting is scheduled for August 26 beginning at 2:00 p.m. Diana Hawley reviewed the following action items/assignments:
 - Agendas: John Reber will do. Diana will forward him past agendas.
 - FAQs: John Reber will draft.
 - Set-up:
 - Speaker system: Brian Clare (Diana will verify with Brian)
 - Flag, chairs, tent: Karen Dryden will get extra chairs from Anne Bates; use the small canopy tents for sign-in/registration area (on the blacktop beside the pavilion); and will contact Bill Day and Harry Seeley regarding erecting the big tent on Sunday morning.
 - E-mail to community members should remind them to bring their own chairs.
 - John Murch mentioned that he has a Powerpoint projector with a white sheet, if needed. Andrea will follow-up with John if interested in this option.
 - Committee sign-up sheets: We will not do this year. We will instead announce the committee and their chairs and include such a committee listing on the back of the agenda.
 - Food, drinks: The CE committee will coordinate the potluck dinner. Drinking water will also be available during the meeting. The CE committee can coordinate.
 - Draft minutes from last year's Annual Meeting need to be finalized and posted on the web. They can also be sent to community members via e-mail. Two hard copies will be available at the meeting. A vote for the approval of these minutes will be done at the meeting. (Diana received rough draft from Pat Day; she will edit and send draft to the Board prior to posting.)
 - Membership/sign-in table: Kathi, Karen, and Phyllis Doyle will work this registration table. Kathi will also have a supply of pencils available for ballot voting. Andrea will create the ballot checksheet and the voting and ballot distribution list.
 - Andrea will create all ballots and make the copies on colored paper. (For simplification purposes, colored budget approval ballots will match color of the corresponding proposed budget.
 - John Reber will appoint members to count the votes during the meeting in accordance with our bylaws.
- Don Manges reported that the decking on the dock and the conversation deck was replaced months ago; the wood still needs to be treated. In addition, even though he will not be serving on the Board next year (as his term ends in August), he volunteered to be available and involved in two agenda items that have been temporarily tabled: beach erosion and road dust.
- Dogs on the beach: It was reported that Jim Hartman continues to bring his dogs to the swimming beach despite many verbal warnings. The dogs have been on the swim platform; the carpet on the platform is ripping (likely from their claws). It was also reported that a child in the beach area was scratched by one of his dogs. The Board discussed that the parents should report the injury to the county's animal control organization. The Board also agreed that John Reber send a letter to Mr. Hartman reminding him of the rule (no dogs at the beach) and that he will be accountable for damages that are done. Finally, it was suggested that we start to include a list of repeat rule violators in the newsletter.

Meeting Adjourned: A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 8:28 p.m. The next monthly Board meeting will be scheduled once the new Board decides on the best night for meetings.

Respectfully submitted,

Diana Hawley, CICA Secretary