

**CICA Board of Directors' Meeting**  
**December 17, 2013**  
**7:00 p.m.**

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**Board members present:** Jim Carter, Phyllis Doyle, Joan Ferrick, Troy Gunden, John Reber, Chris Shelton, Justin Thomas

**Board members absent:** Mike Beiter, Ray Farnesi, John Murray, Sonny Hayes, John Murch

**Community members / guests present:** Andrea Gilde, Frank Conway

**President's report (Chris Shelton)**

I would like to extend my person thanks to the Biedermanns for hosting the Wine & Cheese event on a night with such lousy weather and to Sonny for plowing the way!

I have received a complaint concerning two dogs which are running loose in the neighborhood, a beagle and a golden retriever. The dog's owners have been identified and we will be contacting them with a reminder that dogs are not permitted to run loose in the Community.

Let this serve as a reminder to all that dogs should be leashed or in a fenced yard when outside.

**Secretary's Report (Jim Carter)**

Jim e-mailed the draft minutes to the Board on November 26, with a response deadline of three days. Final minutes were e-mailed to the Board on December 1, and were approved (10 yeas and 2 non-votes which counted as yeas) with minor requested changes incorporated.

The final minutes were posted on the web site on December 3, and on the beach and harbor bulletin boards on December 1.

**Treasurer's Report (Justin Thomas / Andrea Gilde)**

Justin presented and reviewed the November CICA Monthly Treasurer's Report providing an overview of the income and expenses.

Income:

\$ 445.00 – boat storage  
43.00 – keys  
375.00 - memberships

Expenses:

\$ 23.95 – Community Events – Halloween Party  
38.08 – electricity  
186.39 – General Maintenance – bath house cleaning, propane, grass mowing  
50.50 – insurance – additional liability policy added – split with CM  
35.32 – wages – grass mowing

Justin presented and reviewed the November Community Maintenance Monthly Treasurer's Report.

Expenses:

- \$ 32.19 – electricity
- 1,322.50 – grass mowing, mosquito spraying, trash collection (annual fee)
- 50.50 - insurance – additional liability policy added – split with CICA
- 2,748.50 – legal – collections, some monies will be returned
- 503.97 – Printing & Mailing – news, roads documents, Maintenance Fee mailing
- 40,755.30 – Roads – all monies from previous fiscal years (reserve)
- 13.85 – Wages – grass cutting

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

### **Committee Reports**

- Architectural Review (Bill Dryden)  
Nothing to report.
- Beach (Jim Carter)  
The pavilion and bath house water systems were turned off, drained and winterized on Saturday, November 23; many thanks to Joe Greenfield for helping me with this project!

The Winter Locks were placed on the bath house; therefore, the 2013 issued bath house keys will no longer work.

#### Bulletin Boards (Karen Dryden)

The November Board Meeting minutes were posted on December 1; nothing else to report.

- CICA Clothing  
We still have 2013 Anchors Aweigh 5K T-shirts available at the "clearance" price of \$5. – a great buy! Contact Andrea Gilde for your shirt!

- Community Events (Pat Day / Sue Seeley)  
The set meeting for the Community Events Committee which was to be the Christmas Cookie Exchange was cancelled due to inclement weather.

The Wine and Cheese, however, was held even though the weather was not too good. With Sonny Hayes' help and the tractor, the way to Bob and Sandi Biedermann was clear enough for 38 sturdy Islers to attend. With the planning of Karen Dryden and her committee of Erika Ullman, Bonnie Boyer and Pat Day and the beautifully decorated home of the Biedermanns, the party was a delightful way to kick-off the Christmas season.

Follow-up and to keep the spirit bright, the Caroling on Saturday night was again weather complicated, but again the Islers came through with rousing renditions of the carols of the holiday. To add to the merriment, Cailyn Hawley, Joey Greenfield and Eric Garvey played their instruments to the enjoyment of all. Pat Day would like to extend

Kudos to Don & Sue Schooley, Jack & Joan Ferrick and Bill Day for their decorating expertise. Kudos also to Bob & Bonnie Boyer who made the delicious hot cider and also a scrumptious soup. Other chefs were Bob & Sandy Biedermann, Gary & Andrea Gilde, Joe & Jennifer Greenfield, Chet & Charlotte Hallett, Janet McKenna, John Reber and Don & Susan Schooley. Others brought various desserts that were finger-lickin good!

The Christmas Card deliveries will be made this weekend with the help of Susan Andrews, Anne Bates, Karen Dryden, Joan & Jack Ferrick, Erika Ullman, and myself; and, of course, Susan Clare who chaired the event.

We will follow up in January with the House Decorating winners.

Sue Seeley and I would like to thank all the volunteers who helped in 2013 to make our community one of the best.

- Fourth of July

Nothing new to report.

Bill and Pat Day have retired from chairing this annual event, there may be two other volunteers willing to take over – watch for updates!

- General Maintenance / Erosion (Sonny Hayes)

No major activity.

If anyone is aware of any items needing attention, please let me know.

- Grass Mowing (Karen Dryden)

Nothing to report.

- Harbor (Jay Gilfillan)

No report.

- History (Pat Day)

Nothing to report.

- Legal (Bill Dryden)

There will be two court hearings in January 2014 to collect past due Maintenance Fees.

1. Foley/Jones – Lot: H-12; Court Date: January 16, 2014
2. Quinn – Lots: P-26, P-27 & P-28; Court Date: January 30, 2014

If the judgments are in our favor, we will place liens on the properties.

- Library (Joan Ferrick)

The library is closed for the winter.

- Membership (Karen Dryden)

**2009 – 2011 MEMBERSHIPS:**

(5) - Lot owners have not responded or paid two years or more prior to 2012  
(Hill [2 lots], Jewell, Lam, Miller)

- (3) Liens placed against owner (Jewel, Lam & Miller)
- (2) In foreclosure (Hill, [2 lots])

**2012 MEMBERSHIPS:**

- (315) – Lot owners have paid their Maintenance Fees for 2012 to date (97.52%)
- (242) – Of those paid have joined the Association
  - (8) – Lot owners have not responded or paid 2012 Fee.
    - (2) Lien placed against (Lam & Miller)
    - (3) Foreclosures took place:
      - (2) Originally Jewell & Short properties.
        - Payment not received to date.
      - (1) Shaw property
        - Final payment was received from the bank; this was a small portion of what was due.
    - (2) In foreclosure - Hill (2 lots)
    - (1) Remaining past due for 2012 & 2013 turned over to R.V. Jones, Esq. for legal action: Foley/Jones.

**2013 MEMBERSHIPS:**

- (301) – Lot owners have paid their Maintenance Fees for 2013 to date (93.18%)  
Plus (4) Mason Lane owners
- (220) – Of those paid have joined the Association.
  - (3) - Remaining past due for 2013 turned over to R. V. Jones, Esq. for legal action (Quinn-3 lots).

**2014 MEMBERSHIPS\*:**

- (47) – Lot owners have paid their Maintenance Fees for 2014 to date (14.55%)
  - (1) – Partial payment
- (44) – Of those paid have joined the Association

**\*2014 MAINTENANCE FEE PAYMENTS ARE DUE FEBRUARY 15, 2014**

- Newsletter  
The next newsletter will be in January, and any materials for publication should be submitted to [andreagilde@gmail.com](mailto:andreagilde@gmail.com) by **January 1**.
- Nominating (Diana Hawley)  
Need a chair. I think it should be a board member.
- Pavilion Rentals (Sonny Hayes)  
The pavilion is currently committed on the below dates for 2013:  
None.
- Road Maintenance (Sonny Hayes)  
Plowed snow on Sunday December 8, 2013. Chris Shelton did some repair work on 12/6/13 to the areas where new drain pipes were recently installed. A copy of the maintenance log is attached. I can be reached at 410-287-7588 if there are any problems or concerns.

- Roads / Drainage Improvement and Planning (John Murray)

**Mason Lane**

Design is at 70% complete. At the January meeting, I will be presenting a summary of the site design showing plans, sections, alternates and cost analysis.

**Harbor, Rolling & Racine; Rolling & Bennett**

As we all know winter came a little early this year. Construction will resume as soon as weather permits. This shall include the minor adjustments to the contracted construction as well as the re-grading of the Harbor, Rolling & Racine intersection.

- Tractor (vacant)

The position of Tractor Committee chairman is vacant. In the event we cannot find a new chairman, we will need to contract for professional maintenance for the tractor and mower.

In the interim, several Board members have volunteered to perform normal preventative maintenance tasks, checks and minor repairs.

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

The November Board Meeting minutes were posted on December 1; nothing else to report.

Please report any additional web site revisions to Diana Hawley.  
[chesapeakeisle.secretary@gmail.com](mailto:chesapeakeisle.secretary@gmail.com)

**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.)*

Frank Conway: Frank reported that the Comcast crews working on Mason Lane have installed the cable along that road in the location of the future trench drain.  
- Assuming the cable interferes with road construction, it will have to be relocated; this is not unusual during road construction.

Andrea Gilde: Andrea asked if all of the officers were receiving e-mails addressed to [chesapeakeisle.secretary@gmail.com](mailto:chesapeakeisle.secretary@gmail.com) ; most officers reported they were not; instead only receiving those messages when they were forwarded to them by Andrea or others.

Property owners and residents are reminded that all Board meetings are open meetings and visitors are always welcome.

## **Old Business**

### **Community Signs**

Don Manges has been updating the community sign for some years and wants to retire. This position entails keeping the community sign up to date as to upcoming events, Board meetings, etc.

Anyone interested in taking over this position, please contact Don or any Board member! Community storage space is available for the various sign materials if you do not have space in your home.

*Discussion: Would an electronic sign be a workable alternative? Probably not feasible due to construction costs to provide power the sign; solar is also not viable due to heavy shading by trees.*

### **Dead Tree Near Bathhouse**

As reported in the October and November minutes, Sonny contacted the Superintendent at Elk Neck State Park regarding this tree. They met and the Superintendent also believes the tree is on the Park property and needs to be removed.

The Park Superintendent has contacted their surveyor to confirm the tree is on Park property; however, the surveyor has not yet been out to confirm "ownership" of the tree.

### **Camping Trailer During Construction**

Justin Thomas reported that the Board-approved camping trailer has arrived on the Niemczewski property at 49 Basin Drive. He reports that the trailer is in good repair and has been placed in an inconspicuous location as per the Board's terms for approval.

## **New Business**

- Motions were made, seconded and approved unanimously concerning the following topics:
  - To eliminate the Town Watch Committee from our list of standing committees.
  - To make our traditional \$500. donation to the North East Fire Company.
  - To close our separate "Roads Reserve" bank account.

*Discussion:*

*This account carried the requirement of a minimum balance of \$2500. in order to avoid paying annual bank fees of \$120. This account has been very active lately and in order to avoid those fees the Treasurer is having to constantly transfer money from our other accounts in order to maintain the required minimum balance; it has become a "make work project" with no real benefits.*

*The elimination of this physical bank account does not affect the existence of a "Roads" line item within our budget or, the "Community Maintenance Reserve" account.*

- Joan Ferrick requested that the "Harvest Gold" file cabinet in the corner of the library be painted.
  - Jim will put this project on the list for the Spring Clean-Up Day; color as yet to be determined.

- Troy Gunden feels the balance carried in the Community Maintenance reserve account is too low.

We should investigate what other communities similar to ours, and in our area, maintain as a Reserve account balance. Chris commented that we are somewhat unique in that we are able to charge low maintenance fees by virtue of the tremendous benefit we get from volunteer labor for many of our maintenance projects. If volunteerism wanes, we will have to raise the Maintenance Fees in the future.

*Post- meeting action:*

*Jim knows the past Treasure of Crystal Beach Manor and has contacted her regarding their fees and Reserve balances.*

**Meeting adjourned:** A motion was made to adjourn the meeting; all in favor. The meeting was adjourned at 7:46 pm.

The next monthly Board meeting is scheduled for Tuesday, January 21, 2014, at 7:00 p.m. at the Pavilion.

Respectfully submitted,

Jim Carter, CICA Secretary