

**CICA Board of Directors' Meeting**  
**February 21, 2017**  
**7:00 p.m.**

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**Board members present:** Mike Beiter, Jim Carter, Joe Greenfield, Diana Hawley, John Murray, Chris Shelton, Justin Thomas, Christine Valuckas

**Board members absent:** David Haines, Cindy Mistysyn, William Wood

**Community members / guests present:** Marc Beckert, Karen and Bill Dryden, Andrea Gilde

**Pledge of Allegiance**

The Pledge was led by Diana Hawley.

**President's report (Diana Hawley for Chris Shelton)**

- As discussed last Board meeting, we will hold a brief Executive Session following this meeting to vote on a replacement for the vacancy that resulted from Tom Grieco's resignation.
  
- I wrote and sent letters (via certified mail) to the parents of the children who were reported to be operating 4-wheelers in a dangerous and inappropriate manner in early January. (Thanks to Andrea Gilde for fulfilling the mailing duties!)
  - No responses have been received.
  - Brief discussion followed concerning golf cart vs 4 wheeler differences.
  
- Marc Beckert asked if anyone had heard what sounded like someone shooting with a .22 in the vicinity of the harbor a few hours before the meeting.
  - No one else had heard it, but Justin commented there is a range across the river and sometimes it sounds as if they are shooting near the harbor.

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

Jim e-mailed the January draft minutes to the Board on January 25, with a response deadline of January 29, 2017. Final minutes were e-mailed to the Board on January 30, and were approved unanimously with 11 yeas with minor changes incorporated.

The final January minutes were posted on the website on January 30, and on the Beach and Harbor bulletin boards on February 1.

A motion was made and seconded to approve the Secretary's report for January and was approved unanimously.

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

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

Income:   \$   500.00 - Boat Storage  
                  35.00 – Keys – Shuffleboard / games closet  
                  975.00 – Membership  
                  360.00 – Moorings  
                  1.34 - Interest

Expenses:

\$ 22.98 – Printing /Mailing – Certified Mail  
 33.29 - Electricity  
 61.98 – Community Events – Halloween  
 54.00 – Bookkeeping / accounting – 4<sup>th</sup> Qtr. 2016 accounting  
 455.88 – Maintenance / Tractor – 20% clutch repair  
 834.00 – CERT – trainer, supplies, lunch

A motion was made, seconded and unanimously approved to approve the Treasurer’s CICA report for January.

Justin presented and reviewed the January **Community Maintenance** Monthly Treasurer’s Report.

Income: \$ 13,671.30  
 3.30 - Interest

Expenses:

\$ 450.00 – Beach – tree removal  
 31.53 - Electricity  
 837.37 – Harbor – wood / fishing pier  
 10,364.64 - Maintenance / Tractor – 80% clutch repair; 100% snow plow blade  
 652.30 - Roads General Maintenance – Sturm, Caldwell Road  
 216.00 – Bookkeeping / Accounting – 4<sup>th</sup> Qtr. 2016 accounting

A motion was made, seconded and unanimously approved to approve the Treasurer’s Community Maintenance report for January.

Andrea Gilde presented and reviewed a summary of the **Road Paving Account** funds.

Road Paving **Savings** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Nov – 16	--	--	--	--	111.11
Dec - 16	--	--	--	--	111.11
Jan – 17	.07	--	--	--	111.18

Road Paving **Checking** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Oct – 16	8,325.73	(2,450.67)	--	--	30,503.55
Nov - 16	6,662.17	(140.00)	--	--	37,025.72
Dec – 16	3,680.00	(35,832.50)	--	--	4,873.92
Jan – 17	1,840.52	(2,764.30)	--	--	3,950.14

Road Paving **Line of Credit** Account:

	Payment / Withdrawal	
11/30/16	1,000.00	- Loan payment
12/08/16	30,000.00	- Loan Payment
01/25/17	2,000.00	- Loan payment
01/30/17	764.30	- Sturm – Caldwell Road

01/30/17            160.00        - 4<sup>th</sup> Qtr. 2016 accounting

Loan Balance as of 1/31/17 = \$ 59,129.12

Total collected as of 2/20/17 = \$ 696,578.07

Paid in full lots = 292 = 90%

Payment agreements = 24 owners / 5 owners are delinquent

**Unpaid or no contact = 8 owners representing 12 lots**

- Andrea will provide a list of “no contact” owners vs properties in foreclosure for next month.

Total – 315 lots have paid or entered a payment agreement

A motion was made, seconded and unanimously approved to approve Andrea’s Road Paving Account report for January.

**Committee Reports**

- Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton)

The event will be held on Sunday, April 9, at 10:00 a.m. Online registration is now open: <http://www.active.com/north-east-md/running/distance-running-races/anchors-aweigh-5k-2017>. Paper registration forms are be posted on the CI website and FB page.

We are currently accepting registrations, total is 7 as of today. We are hoping for 100 participants in this year’s event!

We are currently soliciting event sponsors and recruiting volunteers. Please contact Diana or Andrea if your business is interested.

We are planning to start marketing and promoting soon.

Note: Jim agreed to have the bath house open and ready in time for the 5k – this is weather dependent, but should not be a problem.

Architectural Review (Bill Dryden)

Since the last Board Meeting the committee has approved the following:

- 1) David & Darlene Wallis; Lot: D-06, 43 Darrel

- 10’ x 12’ shed to be located on the rear of their lot:

- 2) Jeff Berry & Alice Moore; Lot: P-21, 24 Rolling Ave.

- Construct a 18’ x 22’ Sun Room on the rear of the existing house with a garage under the Sun Room.
- Extend the rear second floor dormer.
- New rear deck.
- A small roof over the front door.
- New roof and all exterior siding will be replaced.
- Front and side deck will be replaced

- Beach (Jim Carter)

It is never too soon to start thinking about the Spring Clean-up day and projects for the Beach. Clean-up Day is scheduled for Saturday, April 29, starting at 8:30.

The fence at the edge of the parking lot and the ramp near the bath house are already on my radar for replacement in the early spring. Let me know if there are other projects which need our attention so that we can do some advanced planning!

**PARKING:** All vehicles using the Beach or Harbor parking areas must display a CICA sticker, or a [Chesapeake Isle 2017 Guest Parking](#) pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Contact Jim at: [jtcarterphoto@comcast.net](mailto:jtcarterphoto@comcast.net)

- Bulletin Boards (Karen Dryden)

Other than posting the January Board Meeting Minutes, nothing new to report since the last meeting.

**Reminder:** Classified and for sale ads will remain posted for three months and then be removed.

- CERT Training (Chris Shelton)

Our first training session was held on January 28 at North East Fire House. 36 CICA members attended and received CPR cards. Cost to the association was \$834.55 for the trainers, supplies, and lunch.

We are investigating the purchase of an AED for the community. Cost is approximately \$1000-1200. We also need to determine a reasonably safe and accessible place to store the AED.

Discussion:

- There are a number of AED "grant" programs which provide AEDs to organizations. Investigation of these grants has revealed that they are all tied to contractual purchases of support and consumable supplies from the same company.
  - We are probably better off to just purchase an AED outright and not be tied to one supplier for support.
  - AEDs require routine battery replacements and other factory maintenance.
- There are currently two AEDs in the community they are owned by Chris Shelton and Susan & Dave Andrews.

- Community Events (Sue Seeley – Adult Events & Angie Thomas - Children's Events)

- Progressive Dinner: March 11. Dawn Campbell is the chair of this event. She is seeking hosts for the main course. We already have host houses for the appetizer and dessert. Contact Dawn at 410-287-6473 or [edcampbell70@comcast.net](mailto:edcampbell70@comcast.net)

- Easter Egg Hunt: The date for the Easter Egg Hunt is Saturday, April 15, at 3:00 at the pavilion. Info is included in the newsletter. (If you are planning to attend, please contact [angiethomas9@yahoo.com](mailto:angiethomas9@yahoo.com) by April 8 so the appropriate amount of supplies can be purchased.)

Volunteers are needed! Please contact Angie 410-656-6015 or [angiethomas9@yahoo.com](mailto:angiethomas9@yahoo.com) or Jessica 410-920-5253 or [jessica.klinger@parexel.com](mailto:jessica.klinger@parexel.com)

- Fourth of July (Diana Hawley & Andrea Gilde)  
This event will be held on Tuesday, July 4. Nothing new to report.
- General Maintenance / Erosion (Jim Carter & Bill Wood)  
Nothing to report.
- Grass Mowing (Karen Dryden)  
Nothing to report since the last meeting.

The 2016 mowing season was the last year for our annual rate of \$ 172.50; the contract price for 2017 is \$199.00. This rate will remain in effect for 3 mowing seasons.

- Harbor (Marc Beckert)  
Marc presented an estimated material cost of approximately \$ 1,000.00 for the rebuilding and expansion of the canoe and kayak racks.

This work will begin on the first Saturday in March with demo, and the 2<sup>nd</sup> Saturday will begin construction.

Marc noted that there dinghy racks and canoe / kayak racks – only dinghies should be stored in the dinghy racks!

**2017 MOORING SCHEDULE:**

Inspection: March 18 through April 21, 2017

Pick-up : April 18

Set Day: April 22

Final mooring pull: November 4, 2017

**PARKING REMINDER:** All vehicles, **including boat trailers**, using the Harbor parking area must display a CICA sticker, or a [Chesapeake Isle 2017 Guest Parking](#) pass, or face possible towing. Stickers are available from Karen Dryden at no charge to all property owners and residents.

Marc Beckert, [marcheckert@outlook.com](mailto:marcheckert@outlook.com) , 443-693-3462

- History (Pat Day)  
Nothing to report at this time.
- Legal (Bill Dryden)  
The collection hearings for **Road Maintenance** are scheduled for:
  1. Loretta Foley & Robert & Patricia Jones  
Lot: N-12, 119 Rolling Avenue, March 9, 2017
  2. Brad Fellure & Kristine Killen  
Lot: D-08, 51 Darrel Road, March 9, 2017
  3. Kathy Quinn

Lots: P-26, P-27 & P-28, May 9, 2017

This will be the first Court Action for past due Road Assessments. Bill and our attorney, RVJ, will attend.

**NOTE – HILL PROPERTY:**

- The rear yard of the Hill property on Turkey Point Road has eroded badly during the several years that the property has been vacant.
  - This erosion is severe enough that the foundation of the house is being compromised. It is estimated that the cost of repair and stabilization will approach \$200,000.
  - The house will be inspected by the County in the near future and may be condemned.

- Library (Joan Ferrick / Kathy Reilly-Naumovich)  
“The books come in and the books go out!” ®

The Library is closed for the winter season.

Please contact Joan Ferrick (410-287-9595) to access the library during off hours.

- Membership (Karen Dryden)

**2013 MEMBERSHIPS:**

- (319) – Lot owners have paid their Maintenance Fees for 2013 to date (98.76%)  
Plus (4) Mason Lane owners
- (220) – Of those paid have joined the Association
- (1) – Ostasewski- foreclosure took place- Paid in full!

**2014 MEMBERSHIPS:**

- (317) – Lot owners have paid their Maintenance Fees in full for 2014 to date (98.14%)  
Plus (5) Mason Lane Owners
- (211) – Of those paid have joined the Association (65.32%)
- (1) – Lien for years 2013 & 2014 (Foley/Jones)

**2015 MEMBERSHIP:**

- (311) – Lot owners have paid their Maintenance Fees in full for 2015 to date (96.28%)  
Plus (2) Partial payments  
Plus (5) Mason Lane Owners
- (181) – Of those paid have joined the Association (58.38%)

**2016 MEMBERSHIP:**

- (316) - Lot owners have paid their Maintenance Fees in full for 2016 to date (97.83%)  
Plus (1) partial payment  
Plus (5) Mason Lane Owners
- (1) - Lot in foreclosure (Arabejo)
- (199) - Of those paid have joined the Association (63.98%)
- (1) – Lien for years 2015 & 2016 (Foley/Jones)

**2017 MEMBERSHIP:**

(240) - Lot owners have paid their Maintenance Fees in full for 2017 to date (74.30%)  
Plus (4) Mason Lane Owners  
(161) - Of those paid have joined the Association (67.08%)

- **2017 Invoices were sent out by November 18, 2016**
- **2017 payments were due February 15, 2017**
- **2017 second invoices will be sent around March 1, 2017**
- **(3) 2015-2016 Past due letters sent July 8, 2016 (two payments received)**
- **(1) 2015 & 2016 Past due (Fellure / Killen) – went to Court October 27, 2016 – awaiting Court decision.**

- Newsletter (Marianne Wood / Andrea Gilde)  
The Winter Newsletter went out about Feb. 15. Thanks to Marianne Wood for compiling it! Please submit any articles, pictures, ads or upcoming events to [MWood1197@gmail.com](mailto:MWood1197@gmail.com).
- Nominating (Justin Thomas)  
Justin Thomas agreed to be the new chairperson, replacing Sonny Hayes.
- Pavilion Rentals (Sonny Hayes)
  - The 2017 fee for Pavilion rental is \$ 50.
  - Your reservations will not be confirmed until this fee is paid.
  - In order to reserve the Pavilion for a private event, you must be a member of CICA.
  - Trash from private events is not to be left at the Pavilion – trash goes home!
  - I can be reached at 410-287-7588.

4/9 - CICA 5K; 4/15 - CICA Easter Egg Hunt; 4/16 - Easter Morning Church Service (Beiter); 4/22 - CICA Mooring Set; 4/29 - CICA Spring Clean Up; 5/20 - CICA Yard Sale; 5/26 - CICA Beach Social; 6/3 - CICA Women's Breakfast; 6/23 - CICA Beach Social; 7/4 - CICA July 4th Celebration; 7/14 - CICA Ice Cream Social; 7/28 - CICA Beach Social; 8/11 - CICA Bonfire; 8/27 - CICA Annual Meeting; 9/1 - CICA Beach Social; 9/16 - CICA Yard Sale; 9/30 - CICA Pig Roast; 10/14 - CICA Fall Clean Up; 10/28 - CICA Halloween Party; 10/4 - CICA Mooring Pull; 12/16 - CICA Christmas Caroling

The following reservations are **tentative** pending receipt of payment and confirmation of CICA membership (see above for reservation requirements):

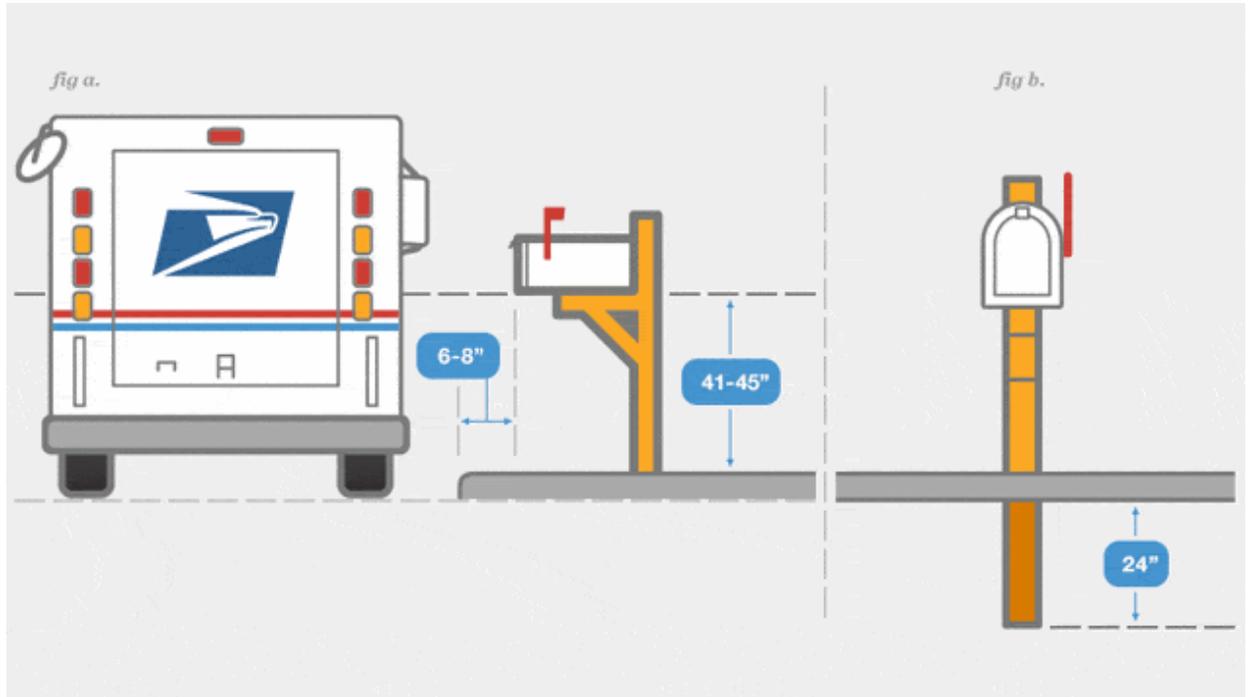
5/13 - Meghan Handy  
5/27 - Kim Schmidt  
6/24 - Alan Embon  
7/8 – Pantalone  
9/23 - Alan Embon

- Marc Beckert will investigate the possibility of electronic payment for this and other fees.

- The trash company that we previously used was taken over by another company, with a new scheduled pick-up day of Thursday. Since our beach and harbor areas are most used on weekends, we would like to find a trash service with a Monday or Tuesday pick up for these areas.

- Diana will investigate.
- Trash Tech was mentioned as one company who already has Monday pick-ups in the Isle.

- Road Maintenance and Drainage (John Murray)  
Nothing to report.
- Roads / Drainage Improvement and Planning (John Murray)



Proper installation of mail boxes was and still is the homeowner's responsibility. Individual pull offs for mail boxes were not in the scope of this project and are not the responsibility of CICA.

***We ask that all residents do their part in helping us protect our investment. Thank you.***

**Caldwell Road:**

We are back on track and should be "shovel ready" in four weeks. The repairs to the Spall property are included in this construction project.

John will be tracking preparation progress with S&M.

- Shoreline Erosion (Justin Thomas)  
Nothing to report or update at this time.
- Maintenance Equipment Committee (chair is vacant)  
Gary Gilde is acting as an interim chairperson – thank you!

Since there is no formal chair, we need to establish a scheduling system to avoid

conflicts in equipment usage.

- Marc will install a simple white board for scheduling purposes in the garage.

**Mower:** There is a reported intermittent starting / cranking problem with the Kubota mower. Jim, Justin and Bill Wood will investigate this problem over the winter.  
Battery? Starter? Switch? Other?

*Post meeting action:*

- Jim removed the battery and had it load tested; the battery is OK.

- **Web page / E-mail /Technology (Diana Hawley)**

Routine updates continue to be made. Please contact [dianahawley@gmail.com](mailto:dianahawley@gmail.com) to report any other necessary updates.

**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.*)

No issues were presented.

**Old Business:**

- **Repairs to Spall property on Mason Lane:**

A letter to the Spalls regarding the delay of these repairs was read into the record during the President's Report of the December Board Meeting, 12/20/16.

- To date, we have not received correspondence from the Spalls as a result of the letter.

- **Storage Unit:**

Bill Dryden will contact the resident on Gull Circle who still has a shipping container in his yard.

A Certified letter was sent to this property owner.

- No response was received from the property owner.
- It was suggested that Bill contact the County Zoning and Planning Department. They will investigate the situation and if needed, take the issue to Court.

**New Business**

No new business was presented.

**Announcement of next Board Meeting:**

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, March 21, 2017, at 7:00 p.m. at the Pavilion.

**Meeting adjourned:** A motion was made and seconded to adjourn the meeting; all in favor. The meeting was adjourned at 8:19 pm.

**Executive Session** followed immediately after this meeting during which time Vicky Garvey was appointed to the Board to complete Tom Grieco's term which ends in August 2017.

Respectfully submitted,  
Jim Carter, CICA Secretary