

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

Board members present: Jim Carter, Vicky Garvey, Diana Hawley, Cindy Mistysyn, Chris Shelton, Justin Thomas, Christine Valuckas, William Wood

Board members absent: Mike Beiter, Joe Greenfield, David Haines, John Murray

Community members / guests present: Marc Beckert, Karen and Bill Dryden, Andrea Gilde, Kathy Reilly-Naumovich

Pledge of Allegiance

The Pledge was led by Chris Shelton.

President's report (Chris Shelton)

Chris has received an inquiry concerning any plans to add speed bumps or rumble strips to our roads. There does not seem to be any notable increase in speed in the community and there are no plans to add any additional speed control devices at this time.

- We will be checking to be sure that all of the roads are properly posted as to the 15 mph speed limit.
- Some signs may be missing; Chris will follow up with Sonny.

The Board extended welcome to Vicky Garvey who has stepped up to fill out Tom Grieco's term.

Secretary's Report (Jim Carter)

Jim e-mailed the February draft minutes to the Board on February 28, with a response deadline of March 2, 2017. Final minutes were e-mailed to the Board on March 2, and were approved unanimously with 11 yeas with minor changes incorporated.

The final February minutes were posted and on the Beach and Harbor bulletin boards on March 3, and on the website on March 5.

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

Treasurer's Report (Justin Thomas & Andrea Gilde)

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

Income: \$ 13,122.64

3.31 - Interest

Expenses:

\$ 31.32 - Electricity

56.33 – General Maintenance / Erosion

21.54 – Printing / Mailing - envelopes

156.00 - Roads General Maintenance – Driveway markers

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

Income: \$ 380.00 - Boat Storage
 75.00 – AA5K
 47.00 - Donation
 40.00 – Keys – Shuffleboard / games closet
 825.00 – Membership
 450.00 – Moorings
 1.18 - Interest

Expenses:
 \$ 76.85 – Printing /Mailing – Newsletter
 54.99 - Internet
 32.92 - Electricity
 10.99 – Bookkeeping / accounting – bank, NEAT fee

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

Road Paving **Savings** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Dec - 16	--	--	--	--	111.11
Jan – 17	.07	--	--	--	111.18
Feb – 17	--	--	--	--	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
Feb – 17	2,673.09	(1,160.00)	--	--	5,463.23

Road Paving **Line of Credit** Account:

	Payment / Withdrawal	
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 th Qtr. 2016 accounting
03/01/17	1,000.00	- Loan Payment

Loan Balance as of 3/01/17 = \$ 58,514.56

Total collected as of 3/05/17 = \$ 696,970.58

Paid in full lots = 292 = 90%

Payment agreements = 24 owners / 5 owners are delinquent

Unpaid or no contact = 9 owners representing 12 lots

Total – 315 lots have paid or entered a payment agreement

A motion was made, seconded and unanimously approved to approve the Treasurer's and Andrea's Road Paving Account report for February.

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: www.Bay5k.com Paper registration forms are be posted on the CI website and FB page.

We are currently accepting registrations, total is 21 as of today. We are hoping for 100 participants in this year's event! The event becomes very profitable for CICA at the 100 mark.

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

An i-phone arm band may be donated for a raffle for this event!

Watch for a Hot Topic and Facebook post which will be coming soon.

- **Architectural Review (Bill Dryden)**

No reportable activity since the last Board Meeting.

- **Beach (Jim Carter)**

Thanks to Justin for arranging the following:
Chesapeake Isle will for a second year be aligned with the Alliance for the Chesapeake Bay and their support with removal of items that our shoreline accumulates over the winter. This year our spring clean-up will be part of Project Clean Stream and directly affiliated with Elk and North East Rivers Watershed Association. We are still awaiting final details on what we will have provided but we are expecting contractors trash bags, gloves, Project Clean Stream signage, and passes for the dump. We may also get a dumpster, but I haven't gotten confirmation on that yet.

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!

We will schedule a sand delivery for later in the spring.

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

- Bulletin Boards (Karen Dryden)

Other than posting the February 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)

Chris feels that we should run another CPR & AED training in the Fall before considering the purchase of a Community AED.

- There are two AEDs in the Community now; Chris Shelton on Bennett and the Andrews on Caldwell.
- Any AED purchased by the Community will require routine maintenance and a secure storage area. Additional expenses which will need to be included in the budget.

Chris recommends that in the event of an emergency we should 1) **call 911** to get the first responders involved (Chris will get this call and respond if he is at home), 2) start CPR, 3) if additional trained people are available utilize them for CPR relief and / or to try to get one of the AEDs in the Community; continue CPR while waiting for EMS personnel to arrive.

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

- The Progressive dinner was a great success. Appetizer course was held at the Murray’s, groups split up into 6 homes for the main course, and desserts were at the Thomas house, where there was lots of chocolate!

- 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 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 or Jessica 410-920-5253 or 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)

(29) CICA Seasonal Contracts were sent out on March 20, 2017
(Balance of lots are being maintained by owners or is not cuttable)

*MOWING OF LOTS WILL COMMENCE IN APRIL

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)

- The mooring pick up went well on the 18th with 32 moorings picked up; this is down from 42 last year.
- Marc was planning to start on rebuilding the kayak rack, but it suddenly turned cold again and the work has been put off until April. Watch for a Hot Topic on this!

Marc noted that only dinghies should be stored on the dinghy rack. Kayaks/canoes should be stored on the kayak rack.

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, marcbeckert@outlook.com , 443-693-3462

- History (Pat Day)

Nothing to report at this time.

- Legal (Bill Dryden)

There was a Road Collection hearing on March 9, 2017 for:

1. Fellure/Killen; 51 Darrel Road
 - Judgement was received in our favor.
 - A lien against the property will be entered.

2. Foley/Jones; 116 Rolling Avenue

- Reached an agreement and cancelled the court hearing. We will be receiving the Road Assessment plus 2017 Maintenance Fees.

We will have a Court Hearing on May 9, 2017 to collect the Road Assessment on:

Kathy A. Quinn; 51 Darrel, Lots: 26, 27 & 28

- Library (Joan Ferrick / Kathy Reilly-Naumovich)

“The books come in and the books go out!” ®

The Library is closed for the winter season. Kathy is planning to have a reception with some refreshments to kick off the Library season and introduce herself as the new Librarian.

As with all Committees Kathy could use additional volunteers to help with the Library!

Please contact Joan (410-287-9595) or Kathy (484-375-5800) 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:

(317) - Lot owners have paid their Maintenance Fees in full for 2016 to date (98.14%)
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:

(277) - Lot owners have paid their Maintenance Fees in full for 2017 to date (85.75%)
Plus (4) Mason Lane Owners

(180) - Of those paid have joined the Association (64.98%)

- Karen noted this is a bit higher than last year for this date.

- **2017 Invoices were sent out by November 18, 2016**
- **2017 payments were due February 15, 2017**
- **2017 second invoices were sent out March 5, 2017**
- **(3) 2015-2016 Past due letters sent July 8, 2016 (two payments received)**
- **(1) 2015 & 2016 Past due (Fellure / Killen)**
- Lien placed on property.

- Newsletter (Marianne Wood / Andrea Gilde)

The next issue should be published near the end of April.

Watch for photos of the always ready and able CICA crew as they clear the fallen beech tree from Turkey Point Road following the March 14 snow and wind storm!

Please submit any articles, pictures, ads or upcoming events to MWood1197@gmail.com.

- Nominating (Justin Thomas)

[If any CICA members in good standing are interested in running for a CICA Board seat, or have any questions, please reach out to Justin Thomas.](#)

- 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 again investigated the possibility of electronic payment for this and other fees.

- He came to the same conclusion as others before him; it is too costly to set up and maintain the necessary accounts. Cost far out weighs the benefits.

- Diana investigated finding a trash company to service the Harbor and Beach areas which will pick up on Monday or Tuesday..

- Trash Tech was contacted and Diana got their rates for trash and recycling. They seem to fit the requirements with a Monday pick up schedule and a reasonable rate for our Seasonal needs.

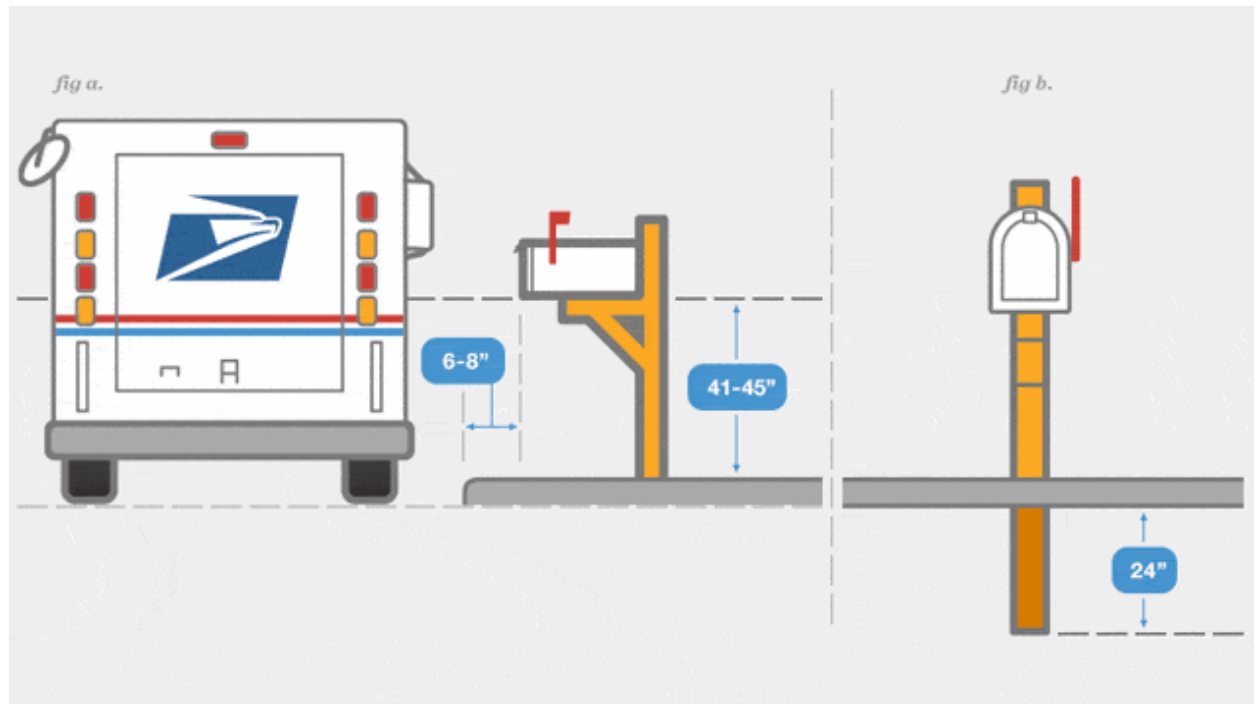
- Several Board members who use Trash Tech have received letters informing them of a schedule change to Wednesday or Thursdays for pick up.

- Diana will contact Trash Tech again to confirm pick-up days.

- 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:

Work is advancing.

Shop drawings are being reviewed and materials are being ordered. The contractor has done the white out which lays out the job and the utilities will be marked again this week. Eric will then do a final pre-construction walk through. The only thing not cooperating is the weather. The ground is very wet and construction obviously is in the low point. So we have to wait until it dries before digging begins.

All hands are on deck and watching this very closely.

- 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!

- The Kubota starting / cranking problem has been repaired. The problem was

determined to be a failing starter solenoid coupled with an accumulation of dirt inside of the starter bendix assembly. The starter was rebuilt (mostly cleaning) and the solenoid replaced.

- A huge thank you to Justin Thomas and Luke Gilde who handled snow plowing during the recent storm!
 - The plow works well and the changing from our end loader scoop to the plow blade is very fast and easy – just as advertised! This operation only takes about 5 minutes.
- There is a hydraulic fluid leak which developed with the installation of the plow blade.
 - Andrea will let Gary know to contact Coale to repair – this should be a warranty repair.

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

Our web hosting contract was renewed for another year. Routine updates continue to be made. Please contact 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.)*

- The Board remembers the passing of Karen Cassidy who passed away last week.

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.

Update:

- Bill spoke with RVJ who will write a letter to the County Zoning and Planning Department.

New Business

Christine Valuckas:

The Board authorized Christine to investigate and obtain some preliminary costs for :

- 1) Additional lighting near the pavilion and parking areas.
 - It was noted that this work would have to be done by a licensed electrician.
- 2) Improvements to the kids play area, AKA, sand pile near the beach.
 - It was noted that weeds were the primary problem.
 - Jim stated there is a community owned a roto-tiller ; available for non-chemical weed control at this area and in the playground.
Roto-tilling is always on the task list for Spring and Fall Clean-Up days – just need volunteers!
- 3) Installation of a permanent or semi-permanent shade shelter structure near the beach.

Any or all of these projects will require consideration by the Budget Committee.

Diana:

It is time to assemble the **Budget Committee** for this year.

- Budget Committee:
 - 6 persons required on this Committee plus the CICA President..
 - Justin and Andrea are filling 2 spots; 4 additional members are needed.
 - Committee members do not need to be Board members.
 - Interested parties should respond to Chris, Andrea or Justin.
 - Per CICA By-Laws:
 - Non-CICA members are eligible to participate in this Committee; they must complete an election among non-members to elect representative(s). If they do not, they forego representation on the committee.
 - Non-CICA members can fill seats on this Committee in proportion to the membership ratio within the community (rounded to the nearest number) at the end of the preceding calendar year.

Announcement of next Board Meeting:

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, April 18, 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 8:14 pm.

Respectfully submitted,
Jim Carter, CICA Secretary