

CICA Board of Directors' Meeting
June 20, 2017
7:00 p.m.

Board members present: Mike Beiter, Jim Carter, Vicky Garvey, Joe Greenfield, Diana Hawley, Cindy Mistysyn, John Murray, Chris Shelton, Justin Thomas

Board members absent: David Haines, Christine Valuckas, William Wood

Community members / guests present: Marc Beckert, Bill Dryden, Andrea Gilde, Sonny Hayes

Pledge of Allegiance

The Pledge was led by Chris Shelton.

President's report (Chris Shelton)

Numerous incidents of vandalism have occurred at the Beach and the Board is taking action in response. This topic will be discussed under "New Business".

Secretary's Report (Jim Carter)

Jim e-mailed the May draft minutes to the Board on May 19, with a response deadline of May 22, 2017. Final minutes were e-mailed to the Board on May 23, and were approved 11 + 1 non-vote with minor changes incorporated.

The final May minutes were posted on the website on May 23, and on the Beach and Harbor bulletin boards on May 25.

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

Treasurer's Report (Justin Thomas & Andrea Gilde)

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

Income: \$ 60.00 – Boat Storage
 615.25 – AA5K
 3.00 – Keys – Shuffleboard / games closet
 90.00 – Membership
 55.00 – Moorings
 396.00 – Mowing
 250.00 – Pavilion rentals
 1.30 - Interest

Expenses:
\$ 321.60 – Grass, trash service
 171.98 – Pavilion – Clean-Up Day expenses
 72.08 – Printing & Mailing
 86.74 – Mooring services – kayak rack
 54.99 - Internet
 39.17 - Electricity

205.06 – Community Events – supplies for spring & summer events
 201.96 – Bookkeeping / Accounting – update Quickbooks
 22.98 – Legal – Certified Mail
 125.35 – Keys – Bath house locks, shuffleboard keys
 128.85 – 4th of July - tables

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

Income: \$ 2,618.15 - Fees
 3.21 - Interest

Expenses:
 \$ 36.32 – Electricity
 93.00 – General Maintenance – mowing
 176.00 – Harbor – Clean-Up Day expenses
 4,181.49 – Maintenance Fee and Road Fee collections
 3,250.00 – Roads – Eric Sturm – Caldwell project
 320.00 – Bookkeeping / Accounting – 1st Qtr. 2017

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

Road Paving **Savings** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Feb – 17	--	--	--	--	111.18
Mar – 17	--	--	--	--	111.18
Apr – 17	.07	--	--	--	111.25

Road Paving **Checking** Account:

	Deposits	Payments	Trans. IN	Trans. OUT	Balance
Mar – 17	2,253.55	(1,000.00)	--	--	6,716.78
Apr – 17	3,479.05	(2,571.70)	--	--	7,624.13
May – 17	6,253.93	(2,536.00)	--	--	11,342.06

Road Paving **Line of Credit** Account:

	Payment / Withdrawal	
04/ 01/17	991.00	- Sturm – Caldwell Road
04/01/17	580.70	- Transfer to Community Maintenance
05/01/17	1,000.00	- Loan Payment

Loan Balance as of 6/17/17 = \$ 56,245.86

Total collected as of 6/15/17 = \$ 680,048.23

Paid in full lots = 296 = 92%

Payment agreements = 21 owners

Unpaid or no contact = 6 owners representing 10 lots

Total – 316 lots have paid or entered a payment agreement

A motion was made, seconded and unanimously approved to approve the financial reports for May.

Committee Reports

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

We hope to tie the 2018 AA5K to St. Patrick's Day in order to provide a "themed" run and attract more runners from outside of our community. Food, green beer, etc.

- Architectural Review (Bill Dryden)

Nothing to report since the last meeting.

- Beach (Jim Carter)

Vandalism issues will be discussed during New Business.

Diana has received various proposals from Christine Valuckas regarding lighting improvements and shade structures; she will send e-mail this info to the Board for discussion next month.

The sign at the top of the Beach Road has been replaced – thanks Justin and Diana!

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)

The May Board Meeting Minutes were posted; no other activity for the month.

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

- CERT Training (Chris Shelton)

Nothing new to report.

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

The May Summer Social was well attended.

The Ladies Brunch was a great success with 28 ladies in attendance; they welcomed 3 new ladies to the Community and Christie Michaud who had never attended the Brunch. Thanks to Cindy Mistysyn for chairing this event!

The next Summer Social is this coming Friday evening, June 23 – the Annual "Sangria Smackdown".

- Fourth of July (Diana Hawley & Andrea Gilde)

Diana has been working with committee chairs and preparations continue. The flyer was sent via e-mail highlighting the details of the day. Set-up (big tent) and beach clean-up is tentatively scheduled for July 3; times TBA. Volunteers to help with ticket sales during the day on July 4th are still needed. Please contact dianahawley@gmail.com if you would like to help and/or if you have questions.

Jess Klinger and Marianne Wood are chairing the auction this year, please arrange to drop off of any donations with them.

- 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 are not cuttable)

(24) payments have been received to date.

*MOWING OF LOTS BEGAN IN APRIL.

- Harbor (Marc Beckert)

The new / repaired kayak rack is finished! Thanks to all who helped with this project.

A chart will be published which will show your rack slot and distributed by e-mail to all those who have registered.

This year's registration form was confusing and will be revised for next year.

The floating dock section of the fishing pier is rubbing against the pilings and causing excessive wear to the pilings. We need to purchase and install rollers on the floating segment.

There is a large quantity of drift wood at the harbor, feel free to cut and remove any for firewood.

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)

Final letters have been sent to the following for no payment of the Road Maintenance Fees:

1. Mason, Lot: U-03 \$2,362.85
2. Hinklemen, Lot: V-1A \$1,737.08
3. Baer, Lot: D-19 \$2,012.49

If not paid in full by July 17, 2017, I will turn them over to our attorney to begin the collection process.

The Nestor Arabejo, Lot: S-05, Diana Way will finally come up for a foreclosure sale on Wednesday, June 21, 2017. I have requested that RVJ file an affidavit with the Court in an attempt to protect the past due amounts due CICA. (Presently owes us \$2,755.84).

An e-mail was received from Mr. Hinklemen giving notice of filing of Chapter 13 bankruptcy – Bill is registering CICA as a debtor.

We received the written opinion from the Court concerning the Road Paving Collection Hearing for the Kathy Quinn properties, P-26, P-27, P-28, which was held on May 9, 2017. We have filed a lien against these properties.

The Road Paving and 2017 Maintenance Fees for the Foley/Jones property, N-12, have been received and the hearing cancelled.

The Quinn property may go to settlement very soon, as a part of that settlement, two of the three lots will be combined. This results in a decrease in the number of lots in the community and will slightly increase the “share” for each lot for Community Maintenance Fees – we will have 322 lots rather than 323.

- Library (Joan Ferrick / Kathy Reilly-Naumovich)

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

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

Normal summer hours are Saturday morning from 10 – 11:30.

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%)

2017 MEMBERSHIP:

- (300)** - Lot owners have paid their Maintenance Fees in full for 2017 to date (92.87%)
Plus (5) Mason Lane Owners
- (193)** - Of those paid have joined the Association (64.33%)

- **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**
- **2017 Third Invoices will be sent out by the end of April, 2017.**
- **(1) 2015-2016 Past due still outstanding (Arabejo) property in foreclosure**
- **Shuffle Board keys and the bath house combination were distributed at Clean-up on April 29, 2017 and the balance were mailed.**

- Newsletter (Andrea Gilde)

The next issue will be published by July 28 as required to release next year's budget.

Marianne Wood has resigned her position as Newsletter Chair. The Board thanks her for her service!

The quarterly newsletter requires a lot of time and effort and requires a fairly high level of computer skills and hardware. If anyone would like to volunteer for this position, please contact Andrea Gilde.

If a new chair is not found, the Board sees no option except to discontinue the Newsletter and provide general information to the community via a monthly Hot Topics or general e-mails.

No volunteers have come forward as yet – please contact Andrea Gilde if you would like to volunteer!

- 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.

We need to fill one position on the Board.

- Pavilion Rentals (Sonny Hayes)

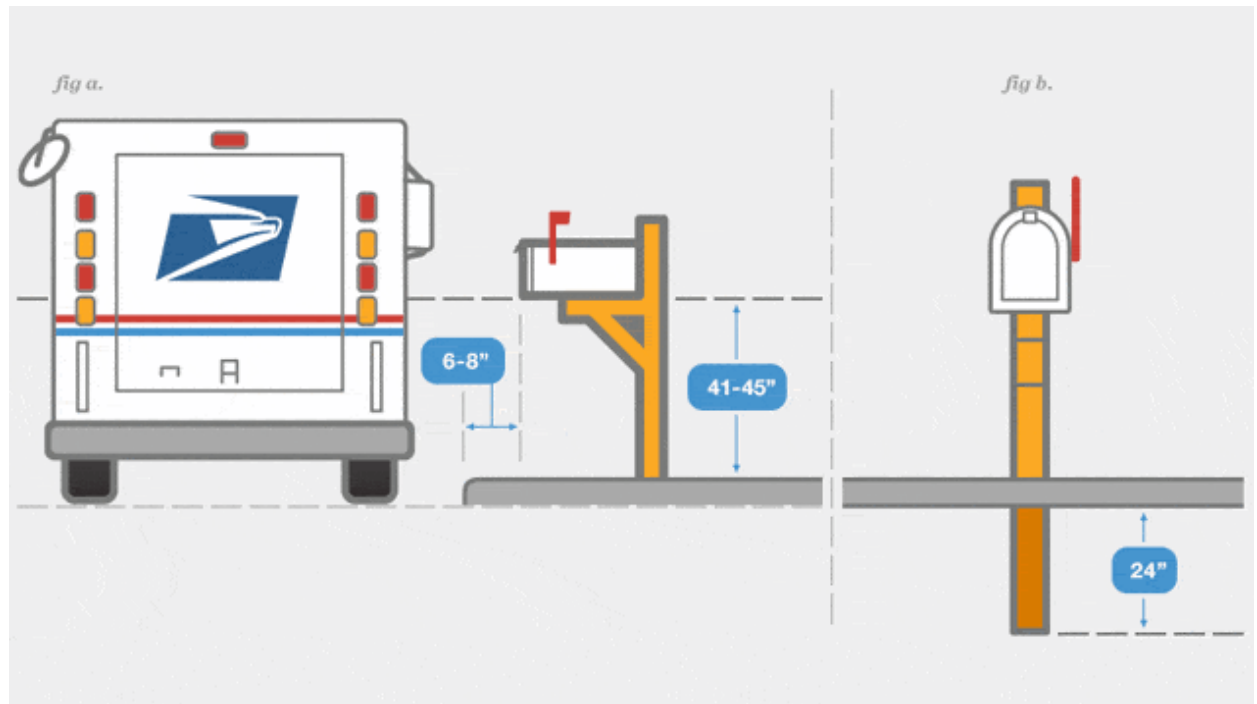
The pavilion is reserved for the following dates in 2017 for CICA and private events:
6/23 – CICA Beach Party; 6/24 – Enbom; 6/25 – Hall; 6/30 Catlin Walters; 7/4 – CICA 4th of July; 7/7 – Elizabeth Spence; 7/8 – Pantalone; 7/14 – CICA Ice Cream Social; 7/22 – Jim Carter; 7/28 – CICA Beach Party; 8/11 – CICA Bonfire; 8/12 – Giffing; 8/27 – CICA Annual Meeting; 9/1 – CICA Beach Party; 9/9 – Giffing; 9/16 – CICA Yard Sale; 9/23 – Enbom; 9/30 – CICA Pig Roast; 10/4 – CICA Mooring Pull; 10/14 – CICA Clean up Day; 10/28 – CICA Halloween Party; 12/16 – CICA Christmas Caroling

- 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.

- 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 progressing. Concrete structures have been ordered and will be delivered to the site next Thursday, June 29th and installation will begin at once. We will coordinate all utilities and residents will be notified when service will be interrupted.

There is a minor dispute with Delmarva concerning the movement of utility lines – resolution is anticipated very soon.

- **Shoreline Erosion (Justin Thomas)**

We would like to pursue a shoreline fix to the harbor on the side adjacent to Jacobs Nose. I plan to contact Ed Howell to confirm his previous estimate from last year.

- **Maintenance Equipment Committee (chair is vacant)**

Gary Gilde is acting as an interim chairperson – thank you!

Coale has repaired and returned the tractor as of Friday, June 16.

Jim and Sonny will investigate storage solutions for the snow plow blade as the current storage location makes it difficult to move the mower in and out of the garage.

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

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.)*

Jeff Mack:

Diana reported that Jeff sent a letter to our delegate regarding the poor maintenance and safety of Turkey Point Road. Specific areas of concern he mentioned were increased traffic, poor drainage, trees/branches overhanging the road, blind spots due to increased vegetation, trees uprooting and closing down road for emergency vehicles, and speed. He requested that the Board also contact the delegate and/or the State Highway Department (SHA) regarding the poor conditions of this road.

Diana also reported the Gordon Hawley contacted the SHA concerning the debris left along Turkey Point Road after multiple ice storms. Downed trees and limbs were cut back just far enough to permit passage but in some places were dangerously close to the travel lanes. The SHA responded by cleaning up the majority of debris. Thanks Gordon!

While the Board may have minimal sway with the Highway Department, we speak for multiple residents. Diana will file a work request on behalf of CICA highlighting Jeff's

abovementioned concerns. Additionally, please note that multiple “hits” on their website will probably be the most effective way for residents to voice their concerns.

Ken Harvey:

A letter was received concerning a tree which is in danger of falling onto his house and other structures on his property. As near as we can tell the tree is directly on the property line between Ken’s property and CICA community property. Ken has offered to split the cost of removal with CICA – a very reasonable solution for both parties.

The Board voted unanimously to split the cost of removal, not to exceed the \$ 500. bid presented (\$ 250. / \$250.). Justin will coordinate with Ken.

Tree at the Playground:

There is a tree near the playground which was discovered to be partially hollow. We will be contacting several tree specialists to determine if we can save the tree which provides shade for the playground or whether we will need to remove it.

Joe Greenfield will contact John from Bartlett.

Grass cutting at the Beach:

We have received several complaints concerning the appearance of the grass at the beach area.

Two different people cut at the beach, the hills are cut with community equipment and then the flat areas are cut by a contractor – depending upon when one looks at the beach grass it can appear that it has been haphazardly cut. Every attempt is made to have everything cut for the weekends when the beach area is most heavily used.

In addition, the grass under the picnic tables is cut on an infrequent basis.

Angie Thomas has agreed to take over grass mowing at the beach and we are seeking someone to weed-wack under the tables on a regular basis.

Every effort is being made to have the beach / pavilion areas cut on a weekly basis and “looking good” for the weekend!

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.

June Update:

These repairs will be completed along with the Caldwell Road project which is starting 6/29/17

- **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.

June Update:

- Bill reports that there should be a County inspector coming to inspect the property before the end of this month.

- **Road Signage:**

- We will be checking to be sure that all of the roads are properly posted as to the 15 mph speed limit and Private Road status.
 - Sonny has a list of missing signs and will be obtaining replacements.
- Justin and Diana have replaced the sign at the top of the beach road stating that the area is private and for the use of residents and their guests. Thanks!

- **Beach & Pavilion Improvements** - Christine Valuckas:

- Christine sent some estimates and proposals to Diana concerning lighting and a shade structure for the pavilion and beach areas.
 - Diana will forward them to the Board for discussion at the July Board meeting
 - Thanks Christine!

New Business

Vandalism at the Beach and Pavilion:

There have been several recent acts of vandalism at the Beach area including people on the roof of the Pavilion; general trashing of the men's room; damage to the parking lot perimeter fence; graffiti on the walls of the Ladies Room; damage to the electric bug zapper; rocks being thrown against the walls of the pavilion; intentional scattering of trash around the area and the most dangerous – the bolts were removed from one picnic table seat just before the Lady's Brunch. Luckily the missing bolts were discovered before anyone fell and was injured.

The Board is aware of the identities of 3 teens responsible for at least part of this vandalism. Letters have been sent to their parents which state that if caught we will press charges and seek damages for repairs. Please keep your eyes open when using the Beach area – take pictures, get names – we can stop these activities.

The Board has purchased a recording security camera system which will be installed soon to monitor the area and provide evidence for prosecution.

Announcement of next Board Meeting:

The Secretary announced that the next monthly Board meeting is scheduled for Tuesday, July 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 8:21 pm.

Executive Session:

Immediately following this meeting, the Board approved the 2017-2018 Proposed Budget for Chesapeake Isle Civic Association by a 9-0 vote (unanimous for attendees). This budget will be presented to the community as required by our by-laws via Newsletter or other form in advance of the Annual Meeting of Property Owners

Respectfully submitted,
Jim Carter, CICA Secretary