

CICA Board of Directors Meeting
April 17, 2018
7:00 p.m.

Board members present: Mike Beiter, Vicky Garvey, Joe Greenfield, Diana Hawley, Cindy Mistysyn, Kathy Reilly-Naumovich, Christopher Shelton, Justin Thomas, and Christine Valuckas

Board members absent: Rob Martin, John Murray and Bill Wood.

Community members / guests present: Andrea Gilde and Jim Carter

Pledge of Allegiance

The meeting was called to order at 7:00 pm. The Pledge was led by vice-president, Diana Hawley.

Date of Approval and Distribution of Minutes Report (Christine Valuckas)

The March 20, 2018, minutes were approved by the Board of Directors on April 10, 2018, and posted to the website, harbor, and pavilion bulletin boards on April 11.

***Approval of Agenda (Christopher Shelton)**

Agenda was approved with one addition under New Business: CICA Budget 2018-2019.

President's report (Christopher Shelton)

The recent fire at the beach, which was communicated to the Chesapeake Isle community via email, has been determined to be suspicious. Resident reports from that evening and video surveillance tapes are being reviewed to determine what further action will be taken. Effective immediately, no wood will be stored near the fire pit.

There is a vehicle parked in front of 111 Bennett Ave (white Oldsmobile) with no tags. It is assumed that the vehicle belongs to the renter of the house. It's parked on the community ROW but one set of wheels is on the roadway, and with no tags it is not likely to be driven/moved. Because of the hazard it poses, Diana Hawley will send a letter to the residents requesting that it be removed. It was also reported that there is another vehicle at the property next door to 111. This vehicle is not tagged and registered but is currently off the roadway and ROW. We will follow up verbally and follow-up with a letter if necessary.

The Budget Committee met on April 4 at Chris Shelton's home and drafted next year's budget. Further details are included under New Business.

***Treasurer's Report (Justin Thomas, Treasurer)**

Justin presented the CICA Financial Report and Community Maintenance Financial Report for the fiscal year beginning July 1, 2017. As of March 31, CICA Year to Date (YTD) income totaled \$14,449.94 and expenses totaled \$12,023.26. The month of March income was \$1,695.00 and expenses were \$3,227.97. The checking account balance was \$23,752.18 and the reserve account balance was \$19,414.76 for a total of \$43,166.94 at the end of March.

As of March 31, YTD Community Maintenance income totaled \$51,745.14 and expenses totaled \$51,113.16. The month of March income was \$4,659.00 and expenses were \$114.55. At the end of March, the checking account balance was \$45,022.85 and the reserve account balance was \$38,949.37 for a total of \$83,972.22.

The Treasurer's report was approved as amended with new totals. A detailed report of CICA and Community Maintenance income and expenses is posted on the CICA web site.

Community Comments (Christopher Shelton)

None.

Committee Reports

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

A full update and summary of profit will be provided at the May meeting.

Architectural Review (ARC) (Bill Dryden) – Nothing to report.

Beach Committee (Jim Carter)

Spring Clean-Up Day is being rescheduled for Saturday, May 5, at 8:30am at the Pavilion due to the tractor being out-of-service. After discussion about the storage of wood and debris, it was decided that a dumpster would be rented and placed at the beach area during Clean-Up Day. Every effort will be made to maximize the dumpster space.

Bulletin Boards (Cindy Mistysyn)

Reminder - Cindy Mistysyn will be in charge of the two Bulletin Boards which includes posting of the Board Minutes, For Sale Items, and Services. She may be reached at: cindymist@gmail.com or (410) 287-2766.

CERT (Chris Shelton)

The AED unit has been purchased and is pending installation and confirmation from our insurance carrier regarding any special coverage that may be required. Standard operating procedures for maintenance and repairs need to be developed.

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

The Egg Hunt was a great success with over 50 children in attendance. Details and photos were included in the recently distributed Newsletter. Upcoming events include the first of the season Summer Social on Friday, May 25 and the Ladies Brunch on Saturday, June 2.

Fourth of July (Diana Hawley & Andrea Gilde) – Nothing to report.

General Maintenance / Erosion (Jim Carter & Bill Wood) – Nothing to report.

Grass Mowing (Karen Dryden)

(31) CICA Seasonal Contracts were sent on March 17, 2018, at the rate of \$198.00. 17 Seasonal Contracts have requested mowing as of 4-14-18. Mowing of lots will commence sometime in mid-April.

Harbor (Marc Beckert)

During the last 2 weeks, Marc, Fred Kobylinski, and Marcus Beckert Jr., finished rebuilding the fishing pier floating dock in time for Saturday's mooring set. Special thanks to Marcus and Fred for working through the windy days and long hours to replace a substantial portion of the material due to extensive rot. Buoyancy was improved with float material that was found in the maintenance garage. This is the same closed cell Styrofoam that is used for the floating docks and mooring puller.

Mooring Set Day went well even though the gear shifter for the tractor stopped functioning due to a mechanical issue. This occurred prior to placing the fishing pier float in the water as well as setting the

moorings. Once Gary Gilde identified that the tractor was not immediately repairable and unable to be used for the remainder of the day, the 15-25 volunteers, along with Marc's Suburban and Regan Michaud's tractor, were able to drag, push and place the newly rebuilt fishing pier into the water. Special thanks to Regan; he used his tractor to help finish the job and load every mooring onto the fishing pier. The Board agreed to obtain a \$100 gift card to thank Regan.

Along with Richard Vindler's boat, Rick, Bill Osborne and Marcus Beckert Jr, laid out the mooring field for the volunteers to place all 33 moorings, 3 courtesy moorings, and 2 speed markers into the water, which is always a challenging task. Special thanks to Beth Beckert and Marie Kobylinski for preparing breakfast and lunch and to Karen Dryden for making cookies.

The 2018 Kayak assignment chart has been posted along with the mooring designation chart. There are only few slots open on the kayak rack. On Saturday, May 5 (new Clean-Up Day date), work will begin to repair the dinghy racks and clean up the harbor beach area.

History (Pat Day) – Nothing to report.

Legal (Vacant)

An invoice was sent to the realtor for the road paving and maintenance expenses related to the Arabejo property at 19 Diana Way. Special thanks to Karen Dryden for her persistence and to Andrea Gilde for providing the information to obtain payment in full to the community.

Library (Kathy Reilly-Naumovich / Joan Ferrick) – Nothing to report.

Maintenance Equipment (Jim Carter)

The tractor was broken on Saturday, April 14, while being used for harbor activities. Specifically, the linkage that connects to the fork that changes between forward, reverse, and neutral came apart, and a small piece is missing. It appears that a pin that holds things together loosened and allowed the internal linkage to fall apart.

Gary Gilde has arranged to get the tractor repaired, but the necessary part will not arrive until Friday, April 20 (at the earliest). The tractor will therefore not be available for Spring Clean-up Day on April 21. Gary can arrange to rent a skid-steer for the day at a cost of approximately \$300 if the Board deems that it is necessary. The Board discussed this option and decided to re-schedule the Clean-Up Day to May 5. We have asked Marty Smith to bill appropriately for his time, but if he doesn't submit an invoice the Board strongly suggested that the community provides appropriate thanks to Marty Smith for his diligence and specialized work to repair the tractor. His efforts saved the community money by avoiding towing and repair fees by an outside contractor.

Membership (Karen Dryden)

2018 MEMBERSHIP:

(287) – Lot owners have paid their Maintenance Fees in full for 2018 to date (89.13%)

Plus (5) Mason Lane Owner

(204) – Of those paid have joined the Association (71.08)

- **2018 Invoices were sent November 19, 2017.**
- **2018 Invoice Payments were due February 15, 2018.**
- **2018 Second Invoices were sent in March.**
- **2018 Third Invoices will be sent the end of April.**

Newsletter (Kim Schmidt)

Shachar Gilad and Kim Schmidt completed the spring newsletter with the electronic distribution on Friday, April 13; the mail distribution on April 16; and neighborhood paper distribution on April 17. The next publication is scheduled for July 2018. The deadline for July articles and advertisements will be July 1, with distribution by July 19. The July newsletter has a tight deadline so that the budget and information regarding the Annual Meeting can be included and disseminated to the community within the 30-day requirement (as specified in the by-laws). Special thanks to Andrea Gilde and Diana Hawley for their support and edits of the newsletter.

Nominating (Justin Thomas)

Three current Board members will have reached term limits at the end of the year (July 2018), leaving at least 3 vacancies. Contact Justin Thomas if you are interested.

Pavilion Rentals (Sonny Hayes) – Nothing to report.

Road Improvements and Planning (John Murray) - Nothing to report.

Road Maintenance and Drainage (John Murray) – Nothing to report.

Shoreline Erosion (Justin Thomas)

Joe Greenfield reported that on April 8, approximately 10–12 volunteers received a safety briefing and proceeded to work on clearing the rip-rap area of Jacob's Nose. This difficult and challenging work has already made a huge difference in appearance and erosion control. The next work day is scheduled for Saturday, April 21, at 9:30 am. An email will be sent to recruit and notify volunteers.

Web Page/e-mail (Diana Hawley) – Nothing to report.

Old Business:

Shaw Property: This issue continues and is pending Chris Shelton's follow-up meeting with Mr. Shaw.

Maintenance Yard: The Board discussed the various items stored in the maintenance yard and possible disposal. The stock-pile of dirt is being retained for future projects such as parking lot improvements.

Oil tank replacement: Gary Gilde would like to relocate the tank area adjacent to the garage and place the new 275-gallon tank on a concrete pad. After the meeting, e-mail correspondence proposed storing the new tank inside the garage. Gary is working on this with Jim Carter and will present an updated estimate to the Board at the May meeting.

New Business:

CICA and Community Maintenance Budget proposals for fiscal year 2018-2019 were shared with the Board. There are no major changes in either budget. It was noted by Chris Shelton that the \$5 increase in CICA dues last year did not have any impact on membership. Questions should be forwarded to the Treasurer, Justin Thomas, prior to May 1. The Board will vote on these budgets at the May 15 meeting.

Announcement of next Board Meeting:

The next monthly Board meeting is scheduled for Tuesday, May 15, 2018, at 7:00 p.m. at the Pavilion.

***Adjournment:** The meeting was adjourned at approximately 8:15 pm and followed by an executive session.

*Indicates voting item.

Respectfully submitted, Christine Valuckas, CICA Secretary