

**CICA Board of Directors Meeting**  
**May 15, 2018**  
**7:00 p.m.**

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**Board members present:** Mike Beiter, Diana Hawley, Rob Martin, Cindy Mistysyn, Kathy Reilly-Naumovich, Christopher Shelton, Justin Thomas, and Christine Valuckas

**Board members absent:** Vicky Garvey, Joe Greenfield, John Murray and Bill Wood.

**Community members / guests present:** Jim Carter and Karen Dryden

**Pledge of Allegiance**

The meeting was called to order at 7:00 pm. The Pledge was led by president, Chris Shelton.

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

The April 17, 2018 minutes were approved by the Board of Directors on May 2, 2018 and posted to the website, harbor, and pavilion bulletin boards on May 3.

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

Agenda was approved by the Board.

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

The vehicle parked in front of 111 Bennett Ave (white Oldsmobile) with no tags has been moved however a boat is now parked in the same place which infringes on the community right-of-way. Diana Hawley will forward another letter requesting that the boat be moved as far back on the property as possible.

Board members were reminded to send any suggestions for Man and/or Woman of the Year nominations to Diana Hawley or Chris Shelton. We will vote on these two important community awards in an executive session after the June board meeting.

Andrea Gilde is coordinating the seasonal spraying for mosquitoes. Jim Carter informed the board that the volleyball court currently has numerous mounds of insects (possibly flies) who have burrowed into the sand.

Diana Hawley reached out to a resident on Gull Circle regarding a complaint about mowing their property. The resident responded favorably and inquired about their past due CICA account. Diana forwarded to Andrea, who then provided the owner with an update of the overdue account.

**\*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 April 30, CICA Year to Date (YTD) income totaled \$21,424.94 and expenses totaled \$15,236.01. The month of April income was \$6,975.00 and expenses were \$3,212.75. At the end of April, the checking account balance was \$27,386.45 and the reserve account balance was \$19,417.55 for a total of \$46,804.00.

As of April 30, YTD Community Maintenance income totaled \$53,900.26 and expenses totaled \$54,079.26. The month of April income was \$6,814.12 and expenses were \$2,966.10. At the end of April, the checking account balance was \$40,972.95 and the reserve account balance was \$38,954.58 for a total of \$79,927.53.

The Treasurer's report was approved with amendments to the total monthly credits and debits that were listed on the Community Maintenance report. [Following the meeting, however, Andrea Gilde verified the accuracy of the totals that were listed on the report, providing clarification regarding the credits (which are not all counted as income) and debits (which includes monthly expenses, the transfer of appropriate CICA fees from the CM account, and for April, an NSF check that was redeposited in May).] A detailed report of CICA and Community Maintenance income and expenses is posted on the CICA web site.

### **Community Comments (Christopher Shelton)**

Joe Greenfield – Cliffview Road sent an email to the Board requesting permission to remove two (2) standing, but obviously dead, trees that are located on community property. Justin Thomas confirmed the location and condition of the two trees.

\*The Board voted to grant Joe Greenfield permission to remove the two trees as requested.

### **Committee Reports**

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

This event cleared a total of \$2243.85 and provided a donation of \$448.77 (20%) to the National PTSD Foundation. Part of the success of the event was the addition of St. Patrick's Day beer and wine. In order to secure a one-day liquor license which was required to sell tickets that included alcoholic beverages, we needed to have an association with a 501c3 organization (CICA is not a 501c3 organization). NPTSD Foundation agreed to associate with the AA5K so the liquor license could be obtained. The Foundation did not request a donation or any compensation.

Proceeds from Blue Cheetah (BC) races go to support the National PTSD Foundation, a 501c3 organization. Blue Cheetah Sports donates timing services to the AA5K, therefore no payment/proceeds go to BC (other than event expenses). It was also disclosed that Christopher Shelton is the Executive Director of the NPTSD Fdn and owner of Blue Cheetah as well as the outgoing President of the CICA Board. Chris recused himself from any and all discussions regarding a monetary donation to the foundation. The decision to donate and amount was decided by other members of the AA5K committee, with input from Board members. The 2019 Anchors Aweigh 5K is scheduled for Saturday, March 16.

#### **Architectural Review (ARC) (Bill Dryden)**

Since the last Board meeting the construction of a 2-Story 50' x 28' Modular House was approved for Paul and Debra Strickland for Lot: G-18, Rolling Avenue. Final Approval is required by the County prior to the start of construction.

#### **Beach Committee (Jim Carter)**

May 5, 2018 Beach Clean-up Day: Thank you to all who participated in our spring clean-up. Special thanks to Jerry Brueckner and his able-bodied crew who rebuilt the kiddie swings and added a new full-bucket swing. Numerous other tasks were also completed: the burned wood was removed from the beach; the horseshoe pits are weeded and the backboards coated with Thompson's Water Seal; all of the picnic benches which are outside of the pavilion were also sealed; the playground was raked; the pavilion kitchen cleaned; beach wood and trash picked up; the bench by the fire pit was cut off and re-covered with carpet; and swim floats were stripped of old carpeting and recovered. A chain on one of the floats still needs to be repaired. The bath house locks were changed to the "summer" combination locks ---- 8-1-0-2 (2018 backwards).

#### **Bulletin Boards (Cindy Mistysyn)** – Nothing to report

**CERT (Chris Shelton)** – Another CPR training session will be scheduled this Fall.

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

Reminder: The first summer Social is scheduled for Friday, May 25. The Ladies Brunch is June 2 at 10:00 am.

**Fourth of July (Diana Hawley & Andrea Gilde)**

Planning has begun. This event will be held on Wednesday, July 4, beginning at 10:00 am with the children’s parade. An event flyer will be disseminated via email in early June. Donations from both individuals and businesses for the silent auction are needed. Contact Diana Hawley for more information.

**General Maintenance / Erosion (Jim Carter & Bill Wood)**

It was reported that a number of small trees are growing in the stone drainage at the corner of Rollins and Turkey Point Road and should be removed. Jim Carter will investigate.

**Grass Mowing (Karen Dryden)**

(31) CICA Seasonal Contracts were sent out March 17, 2018 at the rate of \$198.00 and 22 Seasonal Contracts have requested mowing as of 5-14-18. A brief discussion took place concerning the height of grass on an unusual number of lots in the community. Diana Hawley will send a general message to residents to remind them about keeping up with mowing of their properties.

**Harbor (Marc Beckert)** – Nothing to report.

**History (Pat Day)** - Nothing to report.

**Legal (Vacant)** – Nothing to report.

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

**Maintenance Equipment (Jim Carter)** – Nothing to report.

**Membership (Karen Dryden)**

**2018 MEMBERSHIP:**

**(300)** – Lot owners have paid their Maintenance Fees in full for 2018 to date (93.16%)

Plus (5) Mason Lane Owners

**(210)** – Of those paid have joined the Association (70%)

**2018 Invoices were sent on November 19, 2017.**

**2018 Invoice Payments were due February 15, 2018.**

**2018 Second Invoices were sent in March 2018.**

**2018 Third Invoices will be sent in May.**

**Newsletter (Kim Schmidt)**

The next newsletter publication is scheduled for July 2018. The deadline for July articles and advertisements will be July 1 with distribution by July 19. Space will be left available for the July 4<sup>th</sup> article, photos and thanks to be inserted after the event. The July newsletter has a tight deadline so that the budget and information regarding the Annual Business Meeting is included within the 30-day advance notice requirement.

**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)**

In addition to the 4<sup>th</sup> of July and CICA Summer Socials scheduled on the last Friday of each month from May to August, the pavilion is rented for the following dates:

6/2 – Wallis	7/14 Pantalone
6/6 – Pantalone	7/21 Marten
6/9 – Bounty	7/28 McMenimin
6/16 - Jim Carter	8/10 Pugh
6/23 – Rosenberger	8/27 Enborn
6/30 – Handy	9/1 Border

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

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

**Shoreline Erosion (Justin Thomas)**

Shoreline Erosion: We thank all of the volunteers who worked through a variety of elements to protect the shoreline of Chesapeake Isle. Due to our spring and summer tick and chigger season, we will not be focusing on large scale Jacobs Nose maintenance until later in the season. Keep an eye out in the fall for the next planned maintenance events.

**Web Page/e-mail (Diana Hawley)**

\*A motion was made and approved by the Board to delete this committee. Updates will be provided as necessary.

**Old Business:**

**Shaw Property:** The shed location issue continues as an open item and is pending Chris Shelton’s follow-up.

**Maintenance Yard:** The storage of equipment and potential disposal continues as an open item. Diana plans to meet with Jim on May 24 regarding this.

**Oil tank replacement:** The tank replacement is scheduled for installation on May 24 and will be placed inside the maintenance garage to protect it from the weather and potential tampering.

**New Business:**

\*The CICA FY 2018-2019 Annual Budget was unanimously approved by the Board of Directors.

\*The Community Maintenance FY 2018-2019 Budget was unanimously approved by the Board of Directors. Both proposed budgets will be included in the July newsletter and will be presented at the Annual CICA Board meeting for approval in August 2018.

**Announcement of next Board Meeting:**

The next monthly Board meeting is scheduled for Tuesday, June 19, 2018 at 7:00 p.m. at the Pavilion.

**\*Adjournment:** The meeting was adjourned at approximately 7:45 pm.

\*Indicates voting item.

Respectfully submitted, Christine Valuckas, CICA Secretary