

**CICA Board of Directors Meeting
June 19, 2018
7:00 p.m.**

Board members present: Mike Beiter, Vicky Garvey Diana Hawley, Rob Martin, John Murray Kathy Reilly-Naumovich, Christopher Shelton, Justin Thomas, and Christine Valuckas

Board members absent, Joe Greenfield, Cindy Mistysyn, and Bill Wood.

Community members / guests present: Jim Carter, Karen Dryden and Andrea Gilde.

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 May 15, 2018 minutes were approved by the Board of Directors on May 29, 2018 and posted to the website, harbor, and pavilion bulletin boards on May 30.

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

Agenda was approved by the Board.

President's report (Christopher Shelton)

A written complaint was received concerning a boat parked in the right of way on Cliffview. The Board identified the owners as Bob and Deb Rodgers. Diana Hawley will contact the owners about moving the boat.

The vehicle involved in the April fire incident at the beach has been identified and this information has been forwarded to the Fire Marshall for further follow-up.

The Board met in executive session following the meeting to discuss and vote on the Man and Woman of the Year awards.

***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 May 31, CICA Year to Date (YTD) income totaled \$23,164.94, and expenses totaled \$15,894.19. The month of May income was \$1,740.00 and expenses were \$658.18. At the end of May, the checking account balance was \$28,574.97 and the reserve account balance was \$19,421.24 for a total of \$47,996.21.

As of May 31, YTD Community Maintenance income totaled \$56,753.54 and expenses totaled \$55,334.45. The month of May income was \$2,853.28 and expenses were \$3,255.19. At the end of May, the checking account balance was \$40,095.44 and the reserve account balance was \$38,961.99 for a total of \$79,057.43.

The Treasurer's report was approved as presented. Andrea Gilde informed the Board that we received another invoice from Verizon for the work on Caldwell Road even though a letter was sent by the Board contesting these charges. No action is required at this time. A detailed report of CICA and Community Maintenance income and expenses is posted on the CICA web site.

Community Comments (Christopher Shelton)

No community concerns presented.

Committee Reports

Anchors Aweigh 5K (Andrea Gilde, Diana Hawley, Chris Shelton) – Nothing to report.

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

Beach Committee (Jim Carter)

The bees that burrowed into the volleyball court sand were sprayed with a non-chemical solution and covered with tarps. Jim reported that the bees are gone.

Bulletin Boards (Cindy Mistysyn) - Nothing to report.

CERT (Chris Shelton) – Nothing to report.

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

The Ladies Brunch was held on Saturday, June 2, was a great success. Five new women were welcomed into the community; approximately forty women attended. Chris Shelton, CICA President, came to welcome the new residents and tell them a little about our wonderful community. In keeping with the Chesapeake Isle tradition, the food was plentiful and delicious.

A brief discussion took place about the fall scheduled Pig Roast. Polly Carter forwarded a request that the Board consider reinstating the Chili Cook-off in the fall of 2019.

Fourth of July (Diana Hawley & Andrea Gilde)

A comprehensive flyer with details about the 4th of July event was distributed to the community. In addition, information is being posted on CICA Facebook page. Community members can check there for updates. Set-up for the event is planned for Tuesday, July 3 and early Wednesday morning, July 4.

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

Grass Mowing (Karen Dryden)

Our primary mower, Regan, will be on vacation from June 29 to July 7. Diana Hawley and Karen Dryden will be working on scheduling the mowing of lots and community areas during this time. Eric Garvey has begun doing some mowing for the community; Joey Greenfield is taking care of weed-whacking where necessary.

Harbor (Marc Beckert)

Marc was unable to attend the meeting but various members of the Board and other attendees discussed the critical and time-sensitive need to clean up the harbor area. Diana Hawley will organize the clean-up and obtain a dumpster to haul away the logs and other debris at the harbor.

History (Pat Day) – Nothing to report.

Legal (Vacant) – Nothing to report.

Library (Kathy Reilly-Naumovich / Joan Ferrick)

Kathy reported that there is large quantity of books that will be donated to Goodwill.

Maintenance Equipment (Jim Carter) – Nothing to report.

Membership (Karen Dryden)

2018 MEMBERSHIP:

- (304)** – Lot owners have paid their Maintenance Fees in full for 2018 to date (94.4%)
Plus (5) Mason Lane Owners
- (209)** – Of those paid have joined the Association (68.75%)

2018 Invoices were sent November 19, 2017.

2018 Invoice Payments were due February 15, 2018.

2018 Second Invoices were sent in March 2018.

2018 Third Invoices were sent in May. (17) lots past due 1 year and (5) lots past due 2 years..

Newsletter (Kim Schmidt and Shachar Gilad)

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. Thanks to Cindy Mistysyn for the Ladies Brunch article and pictures early! Articles and pictures may be submitted at any time before the deadline and we will hold for the next newsletter. Space will be left available for the July 4th 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 Meeting is included within the 30-day requirement as per our community by-laws.

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 4th 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:

7/14 Pantalone

7/21 Martin

7/28 McMenamin

8/10 Pugh

8/27 Embon

9/1 Border

Road Improvements and Planning (John Murray)

Sometime this summer, John will provide the Board with a list of projects (large and small) with cost estimates to be considered for funding in future years. He also offered to present a PowerPoint summary of the various road and paving projects that have been completed at the Annual Meeting.

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

Shoreline Erosion (Justin Thomas)

We will not be focusing on Jacob's Nose maintenance until later in the season. Keep an eye out in the fall for the next planned maintenance events.

The Board discussed a request from Christy Michaud for assistance with removing the thistle from the community bio-swale area at the beach. She has been maintaining this area, but requested that it is added to the list of activities for future clean-ups. The Board will discuss this issue further at the next meeting.

Old Business:

Shaw Property: The shed location is still pending resolution. The owner has taken no action to comply with community set-back requirements, therefore, Diana Hawley will send another letter to remind the owner that he is in violation of community set-back requirements and will copy our attorney on this letter. We will seek legal action if it is not moved.

Maintenance Yard: Diana Hawley, Jim Carter, and Gary Gilde met to determine the work necessary to clean up the maintenance yard and requested a dumpster be rented in order to dispose of old equipment and unneeded materials. Diana will arrange for this in conjunction with the dumpster at the harbor.

Oil tank replacement: Jim Carter reported that the oil tank is installed and operational. He recommended that an electric diesel transfer pump be purchased to enable individuals to safely access fuel. An estimated \$250 will be used from the General Maintenance budget during the 2018-19 fiscal year for this purchase.

New Business:

None

Announcement of next Board Meeting:

The next monthly Board meeting is scheduled for Tuesday, July 17, 2018 at 7:00 p.m. at the Pavilion.

Reminder: The Board will convene its regular board meeting on August 21, 2018 at 7:00 pm; the Annual Meeting will be held on Sunday, August 26, 2018 at 2:00 pm.

***Adjournment:** The meeting was adjourned at approximately 8:15 pm.

*Indicates voting item.

Respectfully submitted, Christine Valuckas, CICA Secretary