

CICA Board of Directors Meeting
January 16, 2024
6:30 pm via Zoom and Remote Access

Board Members Present – Janice Beiter, Kyle Bottorff, William Campbell, Dane Hendrix, Lori Hill, Alice Moore, Bob Resch, Julie Rosario, Lisa Schill, Justin Thomas, and Rich Vindler

Board members Absent – Kim Schmidt

Community members / guests present – Mike Beiter, David Berkeihiser, Jim Carter, Polly Carter, Karen Dryden, Andrea Gilde, Bud Godby

Pledge of Allegiance

The meeting was called to order at 6:33 pm by Janice Beiter, President, who then led the Pledge of Allegiance.

Date of Approval and Distribution of Minutes Report (Kyle Bottorff)

The minutes from the Board Meeting held December 19, 2023, were approved by the Board, and were distributed on January 8th. The minutes were posted on the CICA web site on January 9th and were posted on the harbor bulletin board on January 17th.

***Approval of Agenda (Janice Beiter)**

The agenda was approved as presented by a hand vote.

President’s Report (Janice Beiter)

The community was all “lit up” for the holidays! Janice expressed appreciation for all the efforts involved with coordinating the Holiday Card Exchange, Holiday Decorating Contest, and Holiday Caroling Event. All these efforts helped elevate the Chesapeake Isle community spirit over the holidays!

2024 Updates - The 2024 Calendar of Events was established and included in the Newsletter and on the website. The documents in the Welcome Guidebook package that are impacted by the 2024 date change were updated.

1/9 – Janice spoke with Art Wood and confirmed he had seen John Murray’s email from last month. Janice signed additional paperwork required by the Maryland Department of Environment (MDOE) to obtain a waiver for establishing a Living Shoreline in future proposals for erosion control work along the shoreline of the harbor. Art Wood provided an update in the Shoreline Erosion committee report.

1/16 – As per the snow removal policy, the decision was to not plow the community roads since the snow fall accumulation was under 3 inches. Janice sent an email to the Board to make them aware of the decision.

Volunteers are needed to serve on the Annual Budget Committee. The goal is to finalize committee members during the February/March time period, meet in April, present a proposed budget to the Board in May, so the Board can vote on the proposed budget in June. Please let Janice know if you are interested in serving on this committee.

***Treasurer’s Report (Dane Hendrix)**

Treasurer Dane Hendrix presented the CICA Membership and the Community Maintenance (CM) Financial Reports as of December 31, 2023, for the sixth month of the fiscal year which began July 1, 2023.

The December CICA Membership income was \$615.00, and expenses were \$433.93. At the end of December, the checking account balance was \$7,974.95 and the reserve account balance was \$41,858.28. The total for both funds was \$49,833.23.

For the month of December, CM income was \$6,269.75, and expenses totaled \$588.61. At the end of December, the CM checking account balance was \$9,962.86. The reserve account balances were;

- Equipment Replacement Fund (Restricted) - \$36,800.00
- Roads and Erosion (Restricted) - \$12,650.00
- Shoreline Erosion (Restricted) - \$104,002.58
- Unrestricted reserve - \$54,356.09

to give a total reserves balance of \$207,808.17 and a total CM assets balance of \$217,771.03.

Andrea reported that CICA has been experiencing mail delivery and receipt issues which has resulted in delayed receipt of dues invoices by some CICA property owners and delayed receipt of payments to CICA. Property owners that have not received invoices are strongly encouraged to request through email at chesapeakeislesecretary@gmail.com an invoice or go to the CICA website (<https://chesapeakeisle.org/> under the CICA Document pull down menu) and print out the invoice and mail in payment. If a property owner has mailed a payment and would like to know if it has been received, email chesapeakeislesecretary@gmail.com.

Community Comments

None given.

Committee Reports

Anchors Aweigh 5K (Andrea Gilde)

Registration is open and we are starting the preparations for the event, such as seeking volunteers and sponsors. Lori Hill and Andrea will meet later this week to plan. Please register and encourage others to register for this fun event which supports CICA.

Architectural Review (ARC) (Mike Beiter)

Nothing to report.

Beach Committee (Jim Carter)

Some areas of the beach area, such as the volleyball court, edge of the playground, and some other sandy areas will be tilled in the spring.

A tree will be planted to replace the one which died and was removed a few years ago. Please pass on suggestions as to species and source to Jim (e.g., native, fast growing, suitable for full sun, tolerance to occasional exposure to wind and brackish water).

The Beach did not suffer any significant damage during the storm, other than some driftwood being washed into the grass area. Jim gave special thanks to Mike Beiter and Rich Vindler for covering the swim platforms with our salvaged piece of commercial roofing material before the storm.

CERT Committee (Vacant)

Nothing to report.

Community Affairs and Membership (Polly Carter, Kim Vindler, Karen Dryden)

COMMUNITY AFFAIRS: On 1/8, Kim and Polly met with Matthew and Mary Zamorano and Elias Orozco, of 145 Rolling Avenue (N-10) to review CICA guidelines, etc.

Polly received contact information from Fred and Margi Leiss (Q-07) who plan to build a home on the empty lot they purchased this year.

Polly forwarded information for updating the CICA directory.

2023 MEMBERSHIP:

(285) – Lot owners have paid their Maintenance Fees in full for 2023 (includes double lot owners) (88.0%)

Plus (2) Mason Lane Owner

Plus (2) Partial payments

(198) - Of those paid have joined the CICA (69.5%)

2024 MEMBERSHIP:

(25) – Lot owners have paid their Maintenance Fees in full for 2024 to date (includes double lot owners) (7.7%)

Plus (1) Partial payment

(19) – Of those paid have joined the CICA (76.0%)

- 2024 Invoices were sent out November 25, 2023

Community Communications (Diana Hawley)

Since the last Board meeting, the following community communications were completed:

- **Website:**
 - Janice Beiter completed ongoing routine updates. Kim Schmidt added the Winter 2024 newsletter to the web site on January 10, 2024.
 - Note: Janice Beiter, Kim Schmidt, Andrea Gilde, and Diana Hawley all have the capability to do web site changes.

- **Entrance Sign:**

Janice continues to update the sign with information about monthly Board meetings and upcoming events.

- **Outgoing Emails:**

Diana/Andrea sent the following emails on behalf of the Board since the last Board meeting:

- An email reminder with details about the Chesapeake Isle caroling event was sent to 435 recipients (Hot Topics distribution list) on December 20, 2023.
 - The 2023 House Decorating Contest results were sent to 435 recipients (Hot Topics distribution list) on December 24, 2023.
 - The Winter 2024 newsletter was sent to 435 recipients (Newsletter distribution list) on January 11, 2024. A message was included for property owners to request another copy of their invoice if they did not receive the November mailing due to suspected mail issues. (The invoice is also located on the Chesapeake Isle web site.)
- **Chesapeake Isle Dropbox:** Rich Vindler will forward the final shoreline erosion project documents to Janice to upload to the Dropbox.

- **Other:**
 - Andrea and Diana responded to all incoming emails as appropriate.
 - Facebook: While not a Board function, page administrators posted information and monitored and responded to messages as appropriate.

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

- The Easter Egg Hunt will take place the Saturday before Easter at the pavilion.
- Chesapeake Isle’s Annual SOCK BURNING Ritual will occur Saturday, March 23 at 2:30 p.m. at the Beach Fire Pit. See the Winter newsletter for details or contact Bill Osborne.
- Gordon Hawley, event chair, and his helpers outdid themselves again this year with the community Christmas caroling event. All who attended smiled, laughed, and sang their way into Christmas! Special thanks to Blue Cheetah for sharing the fabulous inflatable Rudolph and Santa!

Fourth of July (Diana Hawley & Andrea Gilde)

Nothing to report.

General Maintenance / Erosion (Jim Carter)

Nothing to report.

Governing Documents Review Committee (Christine Valuckas)

Nothing to report.

Grass Mowing (Vacant, Bob Resch acting chair)

Bob is following up on the mowing contracts for absentee residents. Nothing else to report.

Harbor (Mike Klinger/Jenn and Joe Greenfield)

There has been quite a bit of marine debris at both the harbor and beach area after the recent series of storms. Mike and Joe will schedule a cleanup with Jim and the beach crew. If the budget permits, Joe will source a dumpster and coordinate the landfill waiver with the county.

History (Bud Godby)

Nothing to report.

Legal (Justin Thomas)

Nothing to report.

Maintenance Equipment (Jim Carter)

Jim is still planning the repair and or complete maintenance on items listed last month. Bob Resch is in the process of buying a gasoline powered string trimmer for use by our grass mowing crews. Once Bob has it in the Isle, Jim will make brackets to mount it onto the Kubota mower.

Newsletter (Kim Schmidt)

The Winter 2024 CICA newsletter was posted on the Chesapeake Isle website on 1/10 and delivered electronically on 1/11. Paper copies were mailed on 1/13. Hand delivered copies within the Isle were placed in tubes on 1/13 and 1/14. All Isle property owners and members should have their copies. The next newsletter is scheduled for publication in April. Articles are due to Kim by April 1, 2024. Special thanks to Diana Hawley, Andrea Gilde and Janice Beiter for critical reads and delivery assistance.

Nominating (Vicky Garvey)

Nothing to report.

Pavilion Rentals (Cindy Mistysyn)

Nothing to report.

Roads (Dale Hayman and Jean Hulse-Hayman)

Nothing to report.

Shoreline Erosion (Art Wood)

The MDNR has denied the request for a waiver from being required to incorporate the establishment of a Living Shoreline when doing work near the shoreline at the harbor to control erosion. The committee is working with EP Howell to get the DNR to reconsider the request.

***Old Business**

A motion to increase mowing rates for CICA mowing private lots from \$250/season to \$325/season for the 2024 season was made and seconded. The motion passed by a unanimous hand vote of those board members present. The increase was required to cover the CICA costs associated with mowing the lots.

New Business:

None.

Announcement of next Board Meeting:

The next monthly Board Meeting is scheduled for Tuesday, February 20, 2024, at 6:30 pm.

***Adjournment:**

The meeting was adjourned at 7:26 pm.

Respectfully submitted,
Kyle Bottorff, CICA Board Secretary

*Voting Item

Record of Motions

Dane Hendrix moved to approve the agenda.

Justin Thomas seconded the motion.

Bob Resch moved to approve treasurer's reports.

Kyle Bottorff seconded the motion.

Rich Vindler moved to increase charges for per lot/season mowing from \$250 to \$325.

Dane Hendrix seconded the motion.

Dane Hendrix moved to adjourn.

Bob Resch seconded the motion.