

CICA Board of Directors Meeting

June 17, 2025

6:30pm via Zoom and remote access

Board Members Present – Janice Beiter, Rich Crowe, Dane Hendrix, Lori Hill, Alice Moore, Bob Resch, Lisa Schill (joined late), Justin Thomas, Rich Vindler, Candy Wallace

Board Members Absent – Kyle Bottorff, Julie Rosario

Community Members / Guests Present – Mike Beiter, David Berkeihiser, Jim Carter, Polly Carter, Jim Carter, Dale Hayman, Jean Hulse-Hayman, Diana Hawley, Kathy Moll

Pledge of Allegiance

The meeting was called to order at 6:30 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 May 20, 2025, were approved by the Board, and were distributed on June 4th. The minutes were posted on the web site on June 9th and at the harbor bulletin board between June 10th and June 17th.

*Approval of Agenda (Janice Beiter)

The agenda was approved as presented by a hand vote.

President's Report (Janice Beiter) – June 2025 Meeting

Janice sent out the FY26 Proposed CICA and Community Maintenance budgets to board members after the May board meeting and did not receive any questions. The board voted on the budget during the Old Business section of the agenda.

Janice communicated with the CICA tax accountant and Christine Valuckas (Governing Documents committee chair) regarding either changing the CICA fiscal year or changing the CICA Bylaws to better align the timing of the fiscal year and the annual meeting (see the Old Business section).

CICA board members received more scam emails this past month. Kim Schmidt (Newsletter chair) removed the board member's emails from the first page of the newsletters that are posted on the website. Janice removed the emails from the website wherever they were listed, except for the July 4th flyer.

*Treasurer's Report (Dane Hendrix)

Dane presented the Chesapeake Isle Community Association (CA) and Community Maintenance (CM) financial reports as of May 31, 2025, for the 11th month of the fiscal year which began July 1, 2024.

The May CA income was \$295.00, and expenses were \$540.24. At the end of May the checking account balance was \$18,260.29 and the reserve account balance was \$52,125.63, of which \$16,000.00 were restricted (Equipment Replacement), resulting in a total asset balance of \$70,385.92.

For the month of May, CM income was \$830.00, and expenses totaled \$8,268.32. At the end of May, the CM checking account balance was \$83,649.68. The reserve balance was \$271,736.76 to provide a total CM asset balance of \$355,386.44. The restricted reserve account balances within the reserve were:

- Equipment Replacement Fund (restricted) - \$38,400.00
- Roads and Erosion (restricted) - \$24,650.00
- Shoreline Erosion (restricted) - \$135,852.58

The Treasurer's report was approved by a hand vote.

Community Comments

None offered.

Committee Reports

Architectural Review (ARC) (Mike Beiter)

Nothing to report.

Beach Committee (Jim Carter)

Jim acquired additional "spare" padlocks and replaced existing locks, as necessary.

Drew Seibert, a new resident on Rolling Ave, has a certified Service Dog. By law, this extremely well trained and vested dog is permitted to be at the Beach with him.

CERT (Kathy Kempski)

Nothing to report.

Community Affairs and Membership (Polly Carter and Karen Dryden)

Community Affairs (Polly Carter)

Nothing to report.

Membership (Karen Dryden)

2024 MEMBERSHIP: 305 Lot owners have paid their Maintenance Fees in full for 2024 plus 5 Mason Lane owners and 2 partial payments (includes double lot owners) (94.7%). 203 Of those paid have joined the CICA (66.6%).

2025 MEMBERSHIP: 287 Lot owners have paid their Maintenance Fees in full for 2025 to date (includes double and triple lot owners) (89.1%) plus 3 Mason Lane Owners and 4 partial payments. 186 Of those paid have joined CIA (64.8%).

- 2025 Invoices were sent out December 15, 2024, and were due February 15, 2025
- Second Invoices were sent out March 16, 2025
- Third invoices were sent out May 15, 2025

Community Communications (Diana Hawley)

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

- **Website:** Janice Beiter completed ongoing routine updates.
- **Entrance Sign:** Jane Houck continues to update the sign with information about monthly Board meetings and upcoming events.
- **Outgoing Emails:** Diana or Andrea sent the following emails on behalf of the Board since the last Board meeting:
 - A final reminder for the Ladies Brunch was sent on June 2 to 435 recipients (Hot Topics distribution list).
 - A call for July 4th volunteers was sent on June 8 to 438 recipients (CICA distribution list). The event flyer was included.
- **Chesapeake Isle Dropbox:** All important community-related documents will continue to be uploaded into the appropriate Dropbox folders for long-term community reference.
- **Email:** Andrea and Diana responded to all incoming emails as appropriate and forwarded all emails that required a Board follow-up or response to Janice.

- **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; Lori Hill reporting)

Friday Night Adult Social: The first Adult Social of the season was held on Friday, May 23rd at the Pavilion. Approximately 25 residents attended the event. It was a wonderful opportunity for neighbors to reconnect after the winter season. The atmosphere was relaxed and welcoming, with attendees enjoying lively conversation and refreshments. Special thanks to Sue Seeley for her efforts in organizing the event, her contribution helped make it a success. A good time was had by all, and it was truly great to see a few new and many familiar faces.

LADIES BRUNCH: A big thank you to Cindy Mistysyn for her work in putting together the Annual Ladies Brunch. Special thanks to Cindy’s helpers, Shelby Mistysyn, Sue Seeley, and Jane Houck. Several people helped with cleanup. It was a rainy, humid day but, around 50 women of Chesapeake Isle came out to give a special welcome to 5 new ladies. The theme this year was “tea party.” The pavilion was set up beautifully, thanks to the help of the creative women in the isle. Several women business owners brought art, books, and flyers for services to share. Another fun theme has been chosen for next year so we hope to have an even bigger turn out.

Looking Ahead:

- June 27th Cocktail social at the pavilion.
- July 3rd Cleanup. (Meet at the pavilion.)
- July 4th Annual Celebration

Fourth of July (Diana Hawley & Andrea Gilde)

- We continue to market this event. A flyer was emailed and we have posted the event on social media.
- We are finalizing the event volunteer list; if you would like to help sell tickets or food for an hour during the event, please contact Vicky Garvey. If you would like to donate any items or sponsor a basket (individuals and businesses), please contact Jessica Klinger.
- A beach cleanup and event set-up are scheduled for July 3, with the time being advertised closer to the date.
- Food and refreshment sale options are currently being explored and finalized. (Possible including a Macha bar).
- If you have questions, contact Diana Hawley.

General Maintenance / Erosion (Jim Carter & Bill Wood)

Nothing to report.

Governing Documents Review Committee (Christine Valuckas)

Nothing to report.

Grass Mowing (Bob Resch)

All quiet and moving along smoothly on the mowing front. As always, if anyone sees anything that needs attention, please do not hesitate to contact me.

Harbor (Mike Klinger/Joe Greenfield)

Harbor: The Harbor is in full swing with the upcoming summer solstice and warm weather on the horizon. There have been several challenges with the current lock on the ramp, including the lock being broken, stuck, or falling apart. Alternatives to the lock may be needed if these issues continue. Rogues Harbor is still open and

Mike has not seen an influx of non-CICA boaters turning around due to the signage or lock. Currently, Rouges Harbor is slated to close on 6/23/2025.

Thanks to Rich Vindler for the heads up on an issue with the mooring puller and to Joe Greenfield for fixing it on a Saturday afternoon while Mike was away. Thanks to Jim Tiefenthal for fixing the lock that last time it broke. Thanks to the various community members for keeping us in the loop on issues with the lock/chain, etc. over the past few weeks of implementation. Teamwork makes the dreamwork as they say.

Some people seem to be confused about the pattern of flow and parking at the harbor (parking in the wrong direction, being in the way of boaters parking the appropriate way, etc.). If this continues, a new round of communications will take place (email blast, Facebook posting, letters on windshields, etc.)

Racks: Water is warming up in the Chesapeake Isle Harbor and small craft space on the Racks is close to being maxed out! Of a total (108) Dinghy / Kayak / Paddleboard / Canoe spaces, (16) are open and available, (7) of those are "dinghy only" spaces on the "A" Rack. Note that ALL other spaces are paid for and assigned, even if there is not a vessel currently in the space. Any questions or concerns with the racks please reach out to Joe Greenfield at jg.nine@yahoo.com or 443-945-6969.

History (Bud Godby)

The next chapter in our community history has been researched and written to be included in the summer Newsletter. This covers the period from 1900 to 1918. At the time, two different owners who were either members of the DuPont family or employed by the powerful DuPont Company owned the Isle. The article is interesting reading with photos. An old poster previously found in our pavilion has been recreated with the help of Kim Schmidt. It is believed that the Cecil County Bicentennial Committee originally published it in 1976. The document is titled The Elk Neck Dispatch from August 1777. It is a local news account of what exactly happened here when 18,000 British and Hessian soldiers swarmed the peninsula. It is historically accurate even reporting eyewitness accounts. The document is now much more readable and will be on display in the pavilion and later published.

Legal (Justin Thomas)

Nothing to report.

Maintenance Equipment (Jim Carter)

Jim fabricated and installed brackets on the Kubota mower to hold the weed eater for transport and installed a reflective "slow moving vehicle" triangle on the back of the Kubota.

MAN & WOMAN OF THE YEAR: Jim plans to mill a new display plaque to match the existing plaques, using a slab of salvaged mahogany. Janice found a vendor for the two 24" plaques (pavilion exterior & community entrance sign) plus Jim's 8" award plaque sign. The vendor estimated completion within a month or so.

Newsletter (Kim Schmidt)

The next newsletter is scheduled for publication in July. Articles are due to Kim (kimberlyschmidt119@gmail.com) by July 1, 2025. The July publication will include FY26 Budget information and must meet the 30-day reporting requirement for the Annual Meeting on Sunday, August 24, 2025, so the deadline is firm. Thank you to all those who send submissions, it helps make the publication informative and interesting for all!

Nominating (Vicky Garvey)

Nothing to report.

Pavilion Rentals (Cindy Mistysyn)

The pavilion is reserved for the following dates: June 14, 22, July 12, 20, 26, August 2, 3, 9, 10, 16, 17, 30, September 13, 28

Roads (Dale and Jean Hayman)

North Mason Lane Update: GTA completed a 50-foot boring last Wednesday (6/4). The Boring Log that details soil conditions encountered to the 50-foot termination depth is in the Roads Committee Dropbox files. GTA is continuing to assess and analyze the stability of the roadbed and hill and will provide a report once complete.

ROW- Drainage/Tree – Sub-Committee (reported by Janice Beiter)

ROW Drainage:

1) Mason Lane (South) Drainage Project:

- a) Bristoll Plantation completed 75% of the work during the week of May 22 – May 28th. This included a berm and new HDPE drain pipe under Naumovich’s shed gravel driveway, raising the height and installing a replacement HDPE pipe under Naumovich’s paved driveway, plus cutting half the large tree stump by Turkey Point Road (TPR) to fully expose the existing drain pipe that drains across TPR. The final 25% of work will replace the Parrott drain pipe with HDPE. Ideally the pipe would be enlarged, but Janice first needs to confirm the actual height of the State’s new pipe installation. Janice will be reaching out to the state about their target date for work to be completed and details related to their pipe design. (It is a funded/approved project according to state.) Bob Resch reported that there was no evidence of dramatic water flow coming down his hill during the last big rain, suggesting that the problem “may be” solved.
- b) The Caldwell bamboo project is still a work in progress.

ROW Trees:

Nothing to report.

Shoreline Erosion (Art Wood)

The trimming of the shoreline and Jacob’s nose is scheduled to begin Friday (6-13) and the shoreline erosion project is scheduled for mid-July.

Old Business

- ***FY26 Community Maintenance (CM) and Civic Association (CA) proposed budgets (Janice Beiter)**

Dane presented the Budget committee's proposed budget, highlighting the few changes from FY25. There was some discussion on the increase in portions of the CM proposed budget which were to accommodate improvements in the ease of mowing (beach grasses) and appearance (harbor spring house). The board will decide on these projects in the future, but they are included in the budget.

Both approved by voice vote.

- ***Fiscal year alignment with annual meeting (Janice Beiter)**

Discussion of Pros and Cons of moving the annual meeting or moving the fiscal year to allow approval of FY budget by the community before the fiscal year begins was led by Janice. The approaches were to either change the CICA By-laws to move the annual meeting date before July 1st (beginning of the fiscal year), or by getting permission from IRS to change the fiscal year from July 1st until sometime after the annual meeting (would need to be done in two stages including a 3-month FY).

A motion to ask the Governing Documents Committee to propose a By-law change to allow moving the annual meeting to May or June was approved by hand vote.

New Business

None.

Announcement of the next Board Meeting:

The next monthly Board Meeting is scheduled for Tuesday, July 15, 2025, at 6:30 pm.

***Adjournment to closed session (Janice Beiter)**

Approved by hand vote at 8:24 pm.

Closed Session:

After the public Board Business Meeting, President Janice Beiter called to order a closed session for the selection of the 2025 Man and Woman of the Year. The candidates were nominated and selected during this closed session. All CICA members are encouraged to attend the CICA Social scheduled for Saturday, September 20, 2025. At this event, the Man and Woman of the Year will be announced and celebrated.

***Adjournment of closed session (Janice Beiter)**

Approved at 8:28 pm by hand vote.

Respectfully submitted,
Dane Hendrix, acting CICA Board Secretary

*Voting Item

Record of Motions

Justin Thomas moved to approve the agenda.

Rich Vindler seconded.

Candy Wallace moved to approve the treasurer's reports

Rich Vindler seconded.

Rich Vindler moved to approve the CM budget.

Justin Thomas seconded.

Alice Moore moved to approve the CA budget.

Candy Wallace seconded.

Dane Hendrix moved to ask the Governing Documents Committee to propose a by-law change to move the annual meeting from the third Sunday in August to a date and time in May or June.

Bob Resch seconded.

Lisa Schill moved to adjourn open session.

Justin Thomas seconded.

Dane Hendrix moved adjournment of the closed meeting.

Lisa Schill seconded.