

**CICA Board of Directors Meeting
March 17, 2026
6:30 pm via Zoom and Remote Access**

Board Members Present – Janice Beiter, Kyle Bottorff, Rich Crowe, Dane Hendrix, Lori Hill, Jess Klinger, Alice Moore, Bob Resch, Julie Rosario, and Lisa Schill

Board members Absent – Joe Greenfield, and Candy Wallace

Community members / guests present – Mike Beiter, Warren Brown, Jim Carter, Polly Carter, Karen Dryden, Stuart Edmonds, Jean Hulse-Hayman, Kathy Moll, Corinne Pillarella, Greg Schill, Pam Stephens, Todd Sunderland

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 (Julie Rosario)

The minutes from the Board Meeting held February 17, 2026, were approved by the Board, and were distributed on March 2nd. The minutes were posted on the web site on March 4th and at the harbor bulletin board on March 14th.

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

The agenda was revised to reflect the ** voting items. The agenda was approved as presented by a hand vote.

President's Report (Janice Beiter)

Budget Committee Updates - Following last month's meeting, the proposed FY27 Budget and accompanying PowerPoint presentation were distributed to all Board members for review. Questions were requested by March 10. We received a few inquiries from Alice regarding printing costs and event-related expenses, which were addressed and reflected in the budget.

A vote on the proposed FY27 Budget will take place during this meeting. If approved, the finalized budget will be published in the Spring Newsletter in early April, satisfying the 30-day community posting requirement prior to the Annual Meeting scheduled for May 17.

A friendly reminder that only seven Board members responded to the review of last month's meeting minutes, which meets the minimum quorum requirement. Please make an effort to review and respond each month to ensure compliance and accuracy.

2/22: Additional snowstorm — Special thanks to Dane Hendrix for coordinating plowing efforts and to our volunteer plow team, Mike Beiter and Warren Brown (our newest team member).

2/28 – 3/7 (Weekends): Incidents of vandalism were reported in various parts of the neighborhood. This issue will be discussed further under New Business.

An email will be sent to Board members regarding positions that need to be finalized prior to the Annual Meeting on May 17.

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

Treasurer Dane Hendrix presented the CICA Membership (CA) and the Community Maintenance (CM) Financial Reports as of February 28, 2026, for the 8th month of the fiscal year which began July 1, 2025.

The February CA income was \$3710.00, and expenses were \$2383.36. Annual membership and boat fees are coming in. At the end of February, the checking account balance was \$22,894.79 and the money market account balance was \$52,337.23, of which \$16,400 were restricted (Equipment Replacement), resulting in a total asset balance of \$75,232.02.

For the month of January, CM income was \$33,560.00, and expenses totaled \$3,587.58. Community Maintenance fees are coming in strong. At the end of February, the CM checking account balance was \$52,659.83 (\$20,000.00 was transferred to the CM money market account). The money market and APG balances total \$186,039.47 to provide a total CM assets balance of \$238,699.30. The restricted reserve account balances within the reserve were;

- Equipment Replacement Fund (Restricted) - \$40,000.00
- Roads and Erosion (Restricted) - \$24,650.00
- Shoreline Erosion (Restricted) - \$15,852.58
- Harbor Pier Restoration (Restricted) - \$11,250.00

The Treasurer's reports were approved as presented by a hand vote.

Community Comments

None

Committee Reports

Architectural Review (ARC) (Mike Beiter)

No report received.

Beach Committee (Jim Carter)

- The pavilion and bathrooms will be de-winterized in time for the Easter Egg Hunt. The bathrooms will be open for the day of the Easter Egg Hunt and will then be closed until later in the spring.
- The swim platforms require new coverings before they can be launched.
- The winter ice-out displaced both marker buoys for the swim platform anchors. Rob Martin has the GPS coordinates for the anchor locations, and they will be re-identified and remarked soon in preparation for the spring launch.
- A vehicle has damaged another bollard light in the beach parking lot; no one has come forward to claim responsibility.
- Replacement light fixtures were priced at \$87.10 each in 2023, and the current cost is expected to be higher.
- Vandalism at the beach: One of the fire ring bench back support boards was removed and burned as firewood. Replacement is scheduled for Spring Clean-Up Day.
- The Men's bathroom was also vandalized. The door hasp was broken, and both window screens were cut. No further damage was reported, and repairs will be completed soon.
- These incidents appear deliberate, as tools were used to remove the bench board and force entry into the restroom.
- All community members are encouraged to remain vigilant and report any suspicious activity.

CERT (Kathy Kempski)

Residents who are interested in CPR/AED training are encouraged to contact K. Kempski at kkempski@aol.com for more information.

Community Affairs (Polly Carter)

Nothing to report.

Membership (Janice Beiter, interim for Karen Dryden)

2025 MEMBERSHIP: 304 - (96%) Lot owners have paid their Maintenance Fees in full for 2025 to date which includes double & triple lot owners. In addition, payments from 3 Mason Lane owners and 2 partial payments were received. Of those paid, 190 joined CICA (63%).

2026 MEMBERSHIP: 242 - (76%) Lot owners have paid their Maintenance Fees in full for 2026 as of February 28, 2026, which includes double & triple lot owners. In addition, we have received payments from 4 Mason Lane owners. Of those paid, 160 have joined CICA (66%).

- Invoices for 2026 were sent out November 28, 2025, and were due February 15, 2026.
- Second invoices will be sent by the end of March.

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 sent the following email on behalf of the Board since the last Board meeting:

- March 9: A message informing the community about recent vandalism on homeowners' property was sent to 433 recipients (CICA distribution list). This message was sent for awareness only, as the CICA Board does not have legal authority over incidents that occur on private property. Residents were therefore advised to contact the Cecil County Sheriff's Office if they witness suspicious behavior or experience damage to their property.
- March 13: An update and details about the upcoming CICA Progressive Dinner was sent to 430 recipients (Hot Topics distribution list).

Please note that if you would like to request that an email announcement be sent to the community, please contact Diana (dianahawley@gmail.com) with the key information you would like included and the timeframe for when you'd like it sent. This helps ensure that email announcements go out in a timely manner and include all the necessary details.

- **Chesapeake Isle Dropbox:** All important community-related documents will continue to be uploaded into the appropriate Dropbox folders for long-term community reference.
- **Incoming Email:** Diana continues to regularly monitor incoming emails. She responds to all incoming emails as appropriate and forward all emails that require a Board follow-up or response to Janice or the appropriate committee chairperson.
- **Public Chesapeake Isle Facebook page and Instagram:** While not a Board function, page administrators posted information and monitored and responded to messages as appropriate.

(A private and more interactive “Chesapeake Isle Neighbors ONLY” Facebook page was created by residents in October 2025. Neither Facebook page is managed by the CICA Board of Directors, and users are directed to contact chesapeakeisle.secretary@gmail.com for official inquiries to the Board.)

Community Events (Sue Seeley – Adult Events & Angie Thomas – Children’s Events; Lori Hill reporting)

The Monthly Ladies Luncheon was held at MacGregor’s in Havre de Grace and was enjoyed by 15 attendees. Thank you to Michelle Hendrix for organizing the event and handling all arrangements.

Upcoming Events:

- Annual Sock Burning – March 21
- Annual Progressive Dinner – March 28
- Easter Egg Hunt – Saturday, April 4 (Participants are asked to RSVP to Angie. Please note that an additional volunteer is needed to coordinate the event this year, as Angie will be unavailable to serve as the event lead on that day. Lori will contact Diana and put in a request for a “hot topic” email to be sent seeking someone to fill in as the event leader.)

Fourth of July (Diana Hawley & Andrea Gilde)

Diana will be advertising the event, as well as the clean-up/preparation day scheduled for July 3, over the coming months. She has begun reaching out to the activity chairs and will continue coordinating with them over the next several weeks. Anyone who is interested in volunteering for the event are encouraged to contact Diana.

General Maintenance / Erosion (Jim Carter & Bill Wood)

Following the most recent snow plowing, the garage door lift cables became tangled during closing, causing the door to jam in a partially open position. A similar issue occurred several years ago. The cables now show signs of permanent kinking and will be replaced prior to the start of the mowing season. Thank you to Warren Brown, Dane Hendrix, and Bill Wood for their prompt assistance in restoring the door to normal operation the next day.

Governing Documents Review Committee (Christine Valuckas)

Nothing to report.

Grass Mowing (Bob Resch)

- As of March 14, three payments have been received for contract mowing. Nine accounts remain outstanding, with no response at this time. A meeting with Rich Crowe is planned within the next few weeks to review the mowing areas for the 2026 season. Cleanup work (including removal of leaves, branches, and walnuts) will also be discussed in preparation for mowing.
- Additionally, another community member has expressed interest in assisting with mowing, and their name has been added to the alternate/fill-in list.

Harbor (Mike Klinger/Joe Greenfield)

- Mooring Pickup: Scheduled for Saturday, March 28, 2026, at 8:30 AM at the Harbor. Residents are reminded to exercise extra caution while driving in the community during this activity.

- Mooring and Floating Dock Drop: Scheduled for Saturday, April 11, 2026, at 8:30 AM at the Harbor. All community members are welcome to participate. Breakfast and lunch will be provided following the dock drop.
- Mooring Inspection: Inspections will begin on March 28, 2026, and continue through April 10, 2026. Members are asked to complete any necessary repairs identified during the inspection before April 10, 2026.
- For questions or assistance, please contact the Harbor Master:
Mike Klinger Phone: 302-983-7351 Email: mak13jmk@gmail.com
- The Harbor Committee is currently reviewing rack request forms and assigning dinghy and kayak storage locations. Updated rack charts will be posted at the harbor once assignments are finalized.
- Plans are progressing for the replacement and repair of B-Rack, which was removed during shoreline erosion mitigation. Volunteers interested in assisting with this work may contact Joe at jg.nine@yahoo.com or 443-945-6969.
- Members and volunteers of the Harbor Committee hosted the annual Winter Boating Seminar on Saturday, March 7, 2026, at Chesapeake Isle Beach. The event featured a bonfire and educational sessions covering mooring procedures, tackle setup, inspection requirements, proper cleating, basic splicing and knot-tying, and activating MMSI safety features on VHF radios. Captain Bill Osborne also presented a “Bourbon Explained” seminar. Appreciation was extended to all Harbor Committee volunteers for their time and participation.

History (Bud Godby)

Nothing to report.

Legal (Justin Thomas)

Justin is awaiting a response from the CICA attorney regarding the next steps for addressing outstanding maintenance dues and the drafted letter concerning a community member who continues to park at the intersection of Bennett Avenue and Turkey Point Road. He is also awaiting confirmation that the report filed by a community member against another has been received and properly recorded.

Maintenance Equipment (Jim Carter)

- Jim is still awaiting a response from Agricultural Tire Service regarding replacement of the tractor’s rear tires. The goal is to include this expense in the FY 2025–2026 budget.
- Routine spring maintenance on the Kubota—oil, fluids, blades, etc.—will be performed soon; no unusual issues are anticipated.
- A previously reported major fluid leak on the tractor was determined to be a false alarm, and all systems appear to be functioning properly.
- A minor diesel fuel leak has been identified on the pressure side of the tractor’s fuel system, causing some starting issues. This will be investigated and addressed shortly.

Newsletter (Kim Schmidt)

The next newsletter is scheduled for publication in April. Articles are due to Kim (kimberlyschmidt119@gmail.com) by April 1, 2026. The April publication will include FY27 Budget information and must meet the 30-day reporting requirement for the Annual Meeting on Sunday, May

17, 2026, 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)

Kathy Moll, Warren Brown, Glen Adams, and Alice Moore have agreed to run for the upcoming board term. The board extends its gratitude to each of them for their willingness to serve and contribute their leadership. We also sincerely thank the outgoing board members for their dedicated service and commitment to our neighborhood.

Pavilion Rentals (Cindy Mistysyn)

The pavilion is reserved for the following 2026 dates:

May 10, 31

June 5

July 11

September 12

Roads (Dale Hayman and Jean Hulse-Hayman)

- Spring projects are progressing as planned. Dale Hayman, working with Rich Crowe, Chair of the ROW/Drainage Committee, identified and prepared the outflow pipe below North Mason Lane for cleaning. Paving work on North Mason Lane is scheduled for the week of March 30. Ahead of paving, the gutter curb will be cleared and drainage improvements completed.
- With input from John Murray, original Construction Supervisor for North Mason Lane, and Eric Sturm, original Landscape Architect, the Roads Committee met on March 4 for discussion and fact-finding. The committee voted 6-2 in favor of engaging John Murray as consultant and construction supervisor for this project and adjusting the road slope accordingly.
- On March 13, representatives met with T & A Paving to review the planned adjustments. The project remains on schedule for completion as planned.
- A second bid for the crushed pipe repair under Rolling Avenue is expected soon.
- The Board discussed establishing a regular maintenance plan to ensure the community drain pipes remain clear and functioning properly, as well as installing a low clearance signage to warn/restrict large trucks from using the north side of Mason Lane.

ROW- Drainage/Tree – Sub-Committee (Rich Crowe)

- A tree located within the Right of Way on Pine Street fell during a wind and snowstorm in late February. Mike Beiter, Tom Mistysyn, and Rich Crowe cut up and removed the branches from the site. Larger logs were left available for residents who may need firewood.
- We are currently awaiting estimates to address the storm swale drain issues at Turkey Point Road and the south end of Caldwell Road. The bamboo that has overtaken the swale will be cut down and the roots removed. The area will then be restored to its original design.
- It was determined that the downspout drain pipes from Maynard's roof (at Turkey Point Road and the north end of Mason Lane) are contributing to the mudslide issue on Mason Lane. An estimate is pending to reroute the exposed section of the pipe to drain in the opposite direction. The plan includes developing a small riprap catch basin to help disperse and slow water flow, preventing the formation of a gully.

Shoreline Erosion (Art Wood)

Nothing to report.

Old Business

**FY27 CM and CICA Proposed Budgets (Janice Beiter)

The FY27 CM and CICA Proposed Budgets were approved as presented by a hand vote.

New Business:

Community Vandalism:

- The Board has received reports of multiple “ring-and-dash” pranks and several incidents of property vandalism occurring in various areas of the CICA community over the past month. Similar incidents involving holiday decoration damage were also noted earlier in the season.
- A resident compiled a summary list of the reported incidents, which has been saved in the community Dropbox for reference. One resident caught three juveniles involved in a doorbell prank and required them to apologize to the homeowner. The individuals’ names were also confirmed by another eyewitness connected to the March 7th incidents.
- Recently, residents victimized by garage door damage personally visited the parents of the involved minors. Two families were reached in person, and the third was contacted via email. One parent brought their child to apologize directly to the victim.
- All incidents occurred on private property, and homeowners are advised to report damages directly to the police. The affected couple filed a report, and the police advised against sharing images or naming minors publicly due to potential defamation issues. Several residents have since installed security cameras. The Board hopes this behavior will cease and not escalate further.

Announcement of next Board Meeting:

The next monthly Board Meeting is scheduled for Tuesday, April 21 2026, at 6:30 pm.

***Adjournment:**

The meeting was adjourned at 7:43 pm.

Respectfully submitted,
Julie Rosario, CICA Board Secretary

*Voting Item

Record of Motions

Kyle Bottorff moved to approve the agenda.

Dane Hendrix seconded the motion.

Rich Crowe moved to approve treasurer's reports.

Kyle Bottorff seconded the motion.

Lisa Schill moved to approve **FY27 CM and CICA Proposed Budgets (Janice Beiter)

Dane Hendrix seconded the motion.

Dane Hendrix moved to adjourn.

Bob Resch seconded the motion.