

**CICA Board of Directors Meeting**  
**April 21, 2026**  
**6:30 pm via Zoom and Remote Access**

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**Board Members Present** – Kyle Bottorff, Rich Crowe, Joe Greenfield, Dane Hendrix, Lori Hill, Jess Klinger, Alice Moore, Julie Rosario, and Lisa Schill

**Board members Absent** – Janice Beiter, Bob Resch, Candy Wallace

**Community members / guests present** – Warren Brown, Jim Carter, Polly Carter, Karen Dryden, Jean Hulse-Hayman, Carolyn Jones, Kathy Kempfski, Babs Manges, Kathy Moll, Johnny Moll, Cindy Mistysyn, Kim Schimdt

**Pledge of Allegiance**

The meeting was called to order at 6:30 pm by Lisa Schill, for President Janice Beiter, who then led the Pledge of Allegiance.

**Date of Approval and Distribution of Minutes Report (Julie Rosario)**

The minutes from the Board Meeting held March 17, 2026, were approved by the Board, and were distributed on March 29th. The minutes were posted on the web site on March 30th and at the harbor bulletin board on April 7<sup>th</sup>.

**\*Approval of Agenda (Lisa Schill, for President Janice Beiter)**

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

**President's Report (Lisa Schill, for President Janice Beiter)**

**Budget Committee Updates:** The FY27 Proposed Budgets were distributed via email in the first week of April as part of the Spring Newsletter and posted on the community website. This fulfills the requirement to provide the budget to the community at least 30 days prior to the Annual Meeting, scheduled for Sunday, May 17 at 2:00 PM.

**Annual Meeting:** On Monday, April 13, Diana distributed an email containing important proxy voting information. The deadline for ballot submissions is Thursday, April 30, with Andrea Gilde and Christine Valuckas coordinating ballot requests. An additional email will be sent during the first week of May with links to all relevant documents posted on the website. Six volunteers are needed to assist with registration and ballot counting at the meeting; members are encouraged to email Janice Beiter if available to help.

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

Treasurer Dane Hendrix presented the CICA Membership (CA) and the Community Maintenance (CM) Financial Reports as of March 31, 2026, for the 9th month of the fiscal year which began July 1, 2025.

The March CA income was \$1675.00, and expenses were -\$142.23. Annual membership and boat fees are still coming in, but at a slower pace than earlier in the year. The negative expense total is due to a partial reimbursement from CM for QuickBooks (split 80-20) paid by CA in February. The CA-Pavilion expense of \$399.92 was for folding tables, so that CA won't have to borrow tables for events. At the end of March, the checking account balance was \$25,459.52 and the money market account balance was \$52,353.86, of which \$16,400 were restricted (Equipment Replacement), resulting in a total asset balance of \$77,813.86

For the month of March, CM income was \$10,536.25, and expenses totaled \$10,397.86. Community Maintenance fees are slowing down. Roads and right-of-way expenses totaled \$8,069.67 for March addressing mostly north Mason Lane issues. Additional expenses are expected for that project in April. At the end of March, the CM checking account balance was \$50,157.72 (\$15,000.00 was transferred to the CM money market account). The money market and APG balances total \$202,259.56 which includes \$1,220.09 interest credited this month, to provide a total CM assets balance of \$252,417.28. 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**

- Jean Hulse Hayman addressed concerns regarding hazardous road conditions along Route 272 in Elk Neck State Park, specifically the section extending from the Rogues Harbor driveway around a sharp, blind curve to the state park campground entrance. She reported that multiple accidents and near-miss incidents have occurred in this area. Jean met with Eric DeMatt, a Maryland state traffic representative responsible for five counties, who visited the site to assess the conditions. He acknowledged the safety concerns and indicated he would explore potential measures to improve roadway safety. Jean suggested that CICA residents consider submitting letters requesting state assistance to address this issue. Lisa Schill further recommended that Jean collect signatures for a group letter at the Annual Board Meeting.
- Kathy Moll announced that on June 27, a large boat parade of over 100 vessels will assemble at the mouth of the Elk River near the Turkey Point Lighthouse and proceed up the river, passing the CICA community. The event is being held in celebration of the nation's 250th anniversary.
- Kathy Moll announced that the Turkey Point Lighthouse will also be planning an event to celebrate the nation's 250th anniversary.
- Kathy Mull expressed concern regarding the safety hazard created by numerous dead standing trees along the section of Route 272 within Elk Neck State Park. It was suggested that concerned CICA residents consider submitting letters to request the state park's assistance in addressing this issue.

### **Committee Reports**

#### **Architectural Review (ARC) (Mike Beiter)**

Since the last Board meeting, the Architectural Review Committee (ARC) reviewed the following project: Lot V-05 (Conserva/Cornick), 5185 Turkey Point Road – The residents submitted drawings for a 4-foot-high, three-rail fence to be installed along the perimeter of their adjacent lot. ARC reviewed and approved the plans.

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

Reminder: Community Clean-Up Day is scheduled for Saturday, April 25, 2026. Volunteers should meet at the Pavilion at 8:30 a.m. The primary project at the beach will be the replacement of the short retaining wall located outside the men's restroom. This task will involve minor excavation and the placement of 6x6 inch timbers. Additional tasks include general beach cleanup (removal of driftwood),

maintenance of fire pits, and relocating eight new tables and one new tent (donated by Bill Day) to the garage for storage.

### **CERT (Kathy Kempski)**

Seven residents of Chesapeake Isle completed CPR training over the past several weeks. Community members interested in participating in future training sessions are encouraged to contact [kkempski@aol.com](mailto:kkempski@aol.com) to coordinate additional classes.

### **Community Affairs (Polly Carter)**

During this month, Kim Vindler and Polly Carter met with Samantha Cornick of Conserva at 5185 Turkey Point Road (Lot V-05) to review the CICA guidelines.

### **Membership (Janice Beiter, interim for Karen Dryden)**

**2025 MEMBERSHIP:** 305 - (96%) Lot owners have paid their Maintenance Fees in full for 2025 to date which includes double and 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:** 258 - (81%) Lot owners have paid their Maintenance Fees in full for 2026 as of March 31, 2026, which includes double and triple lot owners. In addition, we have received payments from 4 Mason Lane owners. Of those paid, 185 have joined CICA (72%).

- Invoices for 2026 were sent out November 28, 2025, and were due February 15, 2026.
- Second invoices were sent out March 31, 2026.

### **Community Communications (Diana Hawley)**

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

- **Website:** Janice Beiter completed ongoing routine updates. Kim Schmidt posted the Spring 2026 newsletter on the website on April 7, 2026.
- **Entrance Sign:** Jane Houck continues to update the sign with information about monthly Board meetings and upcoming events.
- **Outgoing Emails:**  
Diana Hawley sent the following email on behalf of the Board since the last Board meeting:
  - March 24: Details about the upcoming CICA Easter Egg Hunt was sent to 429 recipients (Hot Topics distribution list).
  - March 30: A final reminder to RSVP for the CICA Easter Egg Hunt was sent to 429 recipients (Hot Topics distribution list).
  - April 7: The Spring 2026 Newsletter was sent to 429 recipients (Newsletter distribution list). This newsletter includes the FY27 proposed budgets for both mandatory community maintenance and CICA membership.
  - April 13: Details and instructions regarding proxy voting for the May 17th Annual Meeting were sent to 431 recipients (CICA distribution list).
  - April 14: An update about the dinghy and kayak racks was sent to 428 recipients (Hot Topics distribution list).
  - April 19: Information about the CICA Spring Yard Sale was sent to 428 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](mailto: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 forwards 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](mailto: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 theme for this year’s Progressive Dinner was “Margaritaville.” Decorations and attendee attire were excellent. Thanks to Dawn Campbell and her team for their efforts, as well as to all participating hosts.
- The annual Easter Egg Hunt was held in ideal weather conditions, with 25 children in attendance. Congratulations to the three golden egg winners. Special thanks to Sky Schburt for organizing the event and ensuring its success.
- April’s Ladies Luncheon was held at Casa Mezcal in North East, with 15 attendees. Thanks Michelle Hendrix for coordinating the event and providing special treats.

Upcoming Events:

April 25: Community Clean-Up

May 9: Yard Sale

May 12: Ladies Luncheon

May 17: Annual Meeting

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

Planning for the event is ongoing. General information, including sponsorship and raffle basket donation opportunities, as well as a call for volunteers, was published in the most recent newsletter. Residents are encouraged to refer to the newsletter or contact Diana Hawley at ([dianahawley@gmail.com](mailto:dianahawley@gmail.com)) if interested in assisting. An event flyer will be developed and distributed within the next few months.

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

Nothing to report.

**Governing Documents Review Committee (Christine Valuckas)**

Nothing to report.

**Grass Mowing (Bob Resch)**

- On April 10, 2026, Christy Michaud advised that Regan Michaud will not be providing mowing services for the 2026 season. Rich Crowe has agreed to assume responsibility for the areas previously maintained by Regan.
- As of April 14, 2026, seven (7) of twelve (12) mowing contracts have been returned. At least one additional payment is anticipated.
- The new invoicing process has reduced administrative time; however, minor system issues were identified and are expected to be resolved prior to next season.
- Rich Crowe has spent significant time preparing community grounds for the season, and mowing operations are expected to begin shortly.

### **Harbor (Mike Klinger/Joe Greenfield)**

- The Harbor summer season commenced with two highly successful events, made possible through the strong participation and dedication of community volunteers. The season began with Mooring Pickup Day, during which volunteers assisted in retrieving moorings and organizing the inspection process. A light breakfast was provided, contributing to a positive and collaborative atmosphere.
- Over the following two weeks, improved weather conditions allowed for a comprehensive assessment of seasonal preparation needs. Multiple workdays were held, resulting in significant maintenance and improvements. Repairs to the primary dock included board replacements and stringer repairs to ensure safe use. The seating area and bench on the primary dock were sanded and stained, along with the bench on the hill and one bench on the fishing pier. All harbor benches were stained by volunteers.
- Additional work included patching, sanding, and staining of the primary pier floats. Most tow chain connection points were replaced due to rust or damage. Repairs were also completed on the mooring puller decking, including installation of newly donated metal for the top deck.
- Volunteer support also allowed for progress on rack work during Mooring Pickup Day. Additional rack work remains ongoing and is being managed and communicated by Joe.
- Mooring Day followed shortly thereafter due to extended cold weather earlier in the season. Despite some wind, volunteers successfully laid out the mooring field, installed floats, and deployed moorings. Food and refreshments were provided throughout the day, helping maintain morale during the extended effort.
- Thank you to all volunteers, including those who assisted on short notice, supported supply runs, and worked in challenging conditions. The participation of new volunteers was especially welcomed and appreciated.
- A few remaining tasks are still to be completed, including mooring pull-over and painting the tops of pilings. These items will be addressed by volunteers. Additionally, the mooring puller will not remain installed after moorings are pulled over, as continued exposure has led to excessive wear and added strain on the primary floats.

### **History (Bud Godby)**

Nothing to report.

### **Legal (Justin Thomas)**

No report received.

### **Maintenance Equipment (Jim Carter)**

- Routine spring maintenance for the Kubota is currently underway, including oil and filter changes, blade replacement, and front wheel replacement.
- During mooring set day at the harbor, the tractor experienced difficulty restarting without assistance. The battery, now five years old, is suspected to be the cause and will be load tested to determine if replacement is necessary.

**Newsletter (Kim Schmidt)**

The Spring 2026 CICA newsletter was distributed electronically delivered and posted on the Chesapeake Isle website on Wednesday, 4/8. Paper copies were put in the mail on 4/10. All should have their copies. This publication contains important Annual Meeting information and complies with the 30-day reporting requirement as stated in the Bylaws. Special thanks to Diana Hawley, Andrea Gilde and Janice Beiter for critical reading and delivery assistance.

The next newsletter is scheduled for publication in July. Articles and advertisements are due to Kim by July 1, 2026. (kimberlyschmidt119@gmail.com)

**Nominating (Vicky Garvey)**

Nothing to report.

**Pavilion Rentals (Cindy Mistysyn)**

The pavilion is reserved for the following 2026 dates:

April 26

May 23 (Isle Palooza), 24, 30, 31

June 5,12,19,27

July 11

August 1, 29

September 6, 12

**Roads (Dale Hayman and Jean Hulse-Hayman)**

The Mason Lane work is scheduled for April 21-23.

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

- The ROW committee will obtain a second estimate to address storm water drainage issues at Turkey Point Road and the south end of Caldwell Road. The bamboo that has overtaken the swale will be removed, including root systems, and the swale will be restored to its original design.
- Tree Boss, a company owned by a CICA resident, is scheduled to remove approximately five dead trees located within the right-of-way on Darrel Road, Rolling Avenue, Caldwell Road, and Mowbray Lane on June 26. The contractor will also remove several large branches from a tree on Rolling Avenue.

**Shoreline Erosion (Art Wood)**

Nothing to report.

**Old Business**

Community vandalism: Joe Greenfield reported an incident of vandalism involving the harbor flagpole, which appears to have been bent by an individual hanging on it. The damaged flagpole will be replaced. Joe requested that residents review their surveillance footage to determine if the incident was captured.

**New Business:**

None

**Announcement of next Board Meeting:**

The next monthly Board Meeting is scheduled for Tuesday, May 19, 2026, at 6:30 pm.

**\*Adjournment:**

The meeting was adjourned at 7:12 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.

Alice Moore moved to approve treasurer's reports.  
Rich Crowe seconded the motion.

Dane Hendrix moved to adjourn.  
Kyle Bottorff seconded the motion.