

**DRAFT**  
**Chesapeake Isle Civic Association**  
**52<sup>ND</sup> ANNUAL MEETING OF CICA MEMBERS**  
**at the Pavilion**  
**May 17, 2026 @ 2:46 p.m.**

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**Board members present:** Janice Beiter, Kyle Bottorff, Rich Crowe, Joe Greenfield, Dane Hendrix, Lori Hill, Jessica Klinger, Julie Rosario, Lisa Schill, Candy Wallace

**Board members absent:** Alice Moore and Bob Resch

**Community members / guests present:** Approximately 56 community members

10 Board members were present at the Pavilion. In addition, approximately 56 community members attended in person. 12 Proxy votes were received in sealed envelopes for individuals who were unable to attend the Chesapeake Isle Civic Association Annual Meeting. The proxy votes were counted on the day of the meeting in accordance with the published guidelines.

**Call to Order**

The meeting was called to order at 2:46 pm at the pavilion by Janice Beiter, President.

**President's Report (Janice Beiter)**

Janice thanked the Board members, committee chairs and community volunteers for their time and labor during the past year. Special thanks to those CICA Board members who have served our community and are ending their term on the Board.

- Julie Rosario has served 1 term (3 years) on the Board and has served as our Secretary for the past year. Julie has a long history on the Isle since her parents purchased the house decades ago. Her father also served on the board many moons ago as well. Julie transitioned into the secretarial role beautifully with Kyle's great mentoring. She was very diligent about meeting the timelines required for all the monthly items for approvals related to last month's meeting minutes and the items required for the future meeting – Agendas/Committee Reports. With teacher in her blood, she has also prepared a color-coded notebook explaining everything to our new secretary, Candy Wallace. Janice noted that the notebook will be passed on through the years. Thank you for taking the time to do that for us! She is incredibly active in her church community and helping out with all her grandchildren. Thank you, Julie, for everything that you have done for this community over the past 3 years.
- Bob Resch has served 2 terms (6 years) on the Board and has served as our Grass Mowing chair for the past three years. Bob has played an active role and provided valuable input with board issues over the past six years. He has always taken the extra time to be very attentive to reviewing Treasurer Report items over the years. As Grass Mowing Chair, he has done a great job and spent a lot of personal time tracking people down that are out of compliance. Plus, coordinating all the mowers that have stepped up to get all the work done. More recently, Bob has been doing all this remotely from Alaska, Florida, etc. in his active retirement. He definitely stepped right up and his impact has made this community a better place. Thank you, Bob, for everything that you have done for this community over the past 6 years.
- Kyle Bottorff has served 2 terms (6 years) on the Board and has served as our Secretary for three of those years. He did a fantastic job as Secretary and did a great job passing the baton to Julie last year.

Over those three years, he spent a tremendous amount of his personal time tracking down our “stray cat” committee chairs for their reports each month. So, thank you for that alone! Kyle also played an active role and provided valuable input with board issues over the past six years. He has always taken the extra time to be very attentive to reviewing Treasurer report items over the years. In 2024, he brought to our attention that a new Corporate Transparency Act ("CTA") requires that the CICA HOA file an annual report with the Financial Crimes Enforcement Network ("FINCEN") by December 31, 2024 or face serious fines of \$500 per day. He coordinated all the efforts with all the Board Members to make that happen and filed prior to the deadline. They have since put the annual reporting requirement on hold for now but we appreciate his efforts in making us compliant. Now that you don't have to keep us straight every month, you will have more time to enjoy your retirement with your new grandkids. We all know you live life to the fullest ... so keep on doing what you're doing! You have been a shining example of volunteerism and such an incredible addition to our community. Thank you, Kyle, for everything that you have done for this community over the past 6 years.

Janice reminded all Board members, including newly elected members, that a meeting must be held immediately following the Annual Meeting to elect officers for the upcoming year.

Janice offered special thanks to those who coordinated special events throughout the year;

Progressive Dinner – Dawn Campbell

Easter Egg Hunt – Angie Thomas (with day-of help from Sky Schubert & Lori Hill)

Spring & Fall Cleanups – Polly & Jim Carter

Community Yard Sale – Rich Crowe & Kim Lippincott

Isle Palooza – Mike Beiter

Annual Ladies Brunch – Cindy Mistysyn

Summer Socials – Sue Seeley

July 4<sup>th</sup> – Diana Hawley & Jess Klinger (auction)

Ice Cream/Bingo Social – Kim Vindler

Chili Cook-off – Polly & Jim Carter

Halloween party – Angie Thomas

Wine & Cheese Party – Susan Andrews

Holiday Card Exchange – Kim Schmidt & her elves

Holiday Decorating Contest – Alice Moore

Holiday Bonfire/S'mores – Alice Moore

#### **Other Activities:**

Annual Sock Burning & Boat Blessing Event – Bill Osborne & Alice Moore

Ladies Monthly Luncheons – Michelle Hendrix

Men's Weekly Golf (Seasonal) – Mike Beiter

Extend-a-Hand – Karen Dryden

Cardio Drumming – Lori Hill

#### **\*Secretary's Report (Julie Rosario)**

A copy of the minutes from the last Annual Meeting convened on August 24, 2025, were distributed via email to the entire community for review and posted on the Chesapeake Isle website. Hard copies were available at the meeting. Comments, questions, additions, or deletions were solicited from those in attendance. Hearing none, a motion was made and seconded and passed via a hand vote and proxy vote to accept the CICA Annual Meeting Minutes from August 24, 2025, as written.

**\*Treasurer’s Report (Dane Hendrix, Treasurer and Deb Trent, Financial \*Treasurer’s Report (Dane Hendrix, Treasurer and Deb Trent, Bookkeeper)**

Dane presented the CICA Members Financial Report for Fiscal Year 2026 through April 30, 2026. A copy of the report will be included in the minutes of the April Board meeting. He highlighted the budget, total revenue, total expenses, and ending balances. The total budget for the fiscal year was \$18,601.00. As of April 30, the CICA Membership income totaled \$16,327.63, interest income was \$216.59, and expenses totaled \$8,630.44. At the end of April, the CICA checking account balance was \$26,116.37 and the reserve account balance was \$52,370.50, of which \$16,400.00 was restricted for equipment replacement, for a total combined cash balance of \$78,486.87.

Questions were solicited from the attendees. Hearing none, a motion was made, seconded, and passed via hand vote and proxy votes to accept fiscal year 2026 CICA Members Financial Report with all “in favor” and 0 against. A final detailed report on income and expenses will be made after the end of the fiscal year, presented at the July board meeting, and posted on the Chesapeake Isle web site.

**Committee Reports** – None provided at the Annual Meeting. Janice directed members to review the monthly minutes posted on the website for updates on committee work.

**Old Business:**

**Bylaw Amendment Ballot Results – (Janice Beiter)**

There is nothing to report. The amendment passed prior to last year's Annual Meeting and our meetings will be held on the 3rd Sunday in May moving forward.

**New Business:**

**Board Nominees/Election of CICA Board Members (Janice Beiter)**

Three new board candidates, Glen Adams, Warren Brown, Kathy Moll were nominated by the Nominating Committee to replace Directors Kyle Bottorff, Bob Resch and Julie Rosario who completed their terms. One existing Board member, Alice Moore, was nominated to serve a second three-year term. Each candidate was introduced and shared a few comments with the community. Since there are only four candidates for the four Board positions, a motion was made to approve all four nominees as a group. The motion was seconded and passed via voice and proxy votes with all votes “for” and 0 “against”.

**FY27 Proposed Budget Presentation and Vote (Dane Hendrix and Janice Beiter)**

The Budget Committee consisted of President Janice Beiter and the following six CICA members: Lisa Schill, Dane Hendrix, Kim Schmidt, Christine Valuckas, Andrea Gilde and Joe Greenfield. Budget requests and supporting information were received from each committee by mid- January The committee met twice during January and February and presented their proposed budget during the February Board meeting. The proposed budget was unanimously approved by the Board during the March Board meeting. Janice informed all that the vote during the annual meeting regards the approval of the FY2027 budget.

Dane presented the proposed fiscal year 2027 Budget for CICA Members which totals \$17,101.00 based on the income from memberships and limited activities/events. Dane reminded attendees that the membership fee remains \$25 for FY2027.

- One new item in the CA budget is \$500 for a community management application. This would allow better tracking of changes in membership and contact information and improved communication with community members. If no suitable application is found, this will remain unspent.

- An increase to the Community events budget of \$300 includes making “Isle Palooza” a sponsored event.

Questions and comments were solicited from the community members in attendance. Hearing none, Janice Beiter requested a motion to approve the proposed budget for FY2027 as presented. A motion was made, seconded, and the FY2026 Chesapeake Isle Civic Association Budget was approved by voice vote. The fiscal year 2027 proposed budget was approved with a unanimous hand vote. Therefore, the FY2027 Chesapeake Isle Civic Association Budget was approved as presented.

**Community Questions:**

- Sue Seeley inquired whether the Board had evaluated the need to implement a town watch program in response to recent vandalism incidents within the community. President Janice Beiter reported that incidents of vandalism have decreased and stated that the situation will continue to be monitored.
- Sandy Biedermann requested that the starting time of events be added to the CICA event calendar.
- Jean Hulse-Hayman recognized Janice Beiter for her outstanding service as President. Janice received a round of applause from those in attendance.

**Adjournment:**

Janice announced that all Board members (including all newly elected members) will meet after the conclusion of the Annual Meeting to elect new officers for the coming year. The meeting was adjourned at 3:16 pm.

Respectfully submitted,  
Julie Rosario, CICA Secretary

**Record of motions**

Bill Osborne moved that the secretary’s report be approved.  
Kim Schmidt seconded the motion.

Kim Schmidt moved to approve all four nominees for board positions as a group.  
Sandy Biedermann seconded the motion.

Bill Osborne moved that the fiscal year 2027 proposed budget be approved.  
Marie Kobylinski seconded the motion.

Kim Schmidt moved that the meeting be adjourned.  
Candy Wallace seconded the motion.