

**DRAFT**  
**Chesapeake Isle Community Maintenance**  
**25<sup>th</sup> ANNUAL MEETING OF PROPERTY OWNERS**  
**at the Pavilion**  
**May 17, 2026 @ 2:00 p.m.**

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

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

**Property owners / guests present:** Approximately 56 property owners plus family 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 Annual Meeting of Property Owners. The proxy votes were counted on the day of the meeting in accordance with the published guidelines.

**Call to Order and Pledge of Allegiance**

The meeting was called to order at 2:02 pm at the pavilion by Janice Beiter, President.

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

**2026 Annual Meeting of Property Owners**

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

Janice welcomed everyone to the Annual Meeting. All meeting documents were previously emailed to the community and links were provided to the most current documents on our website. Also, hard copies were distributed during registration at the pavilion.

Janice explained the purpose of this Annual Meeting was to conduct and review our annual business for fiscal year 2025-2026. We also need to approve the proposed fiscal year 2026-2027 budget (FY27). If there are any community concerns, we suggest you attend our monthly meetings or email us to address them at the next monthly meeting. All community members are encouraged to be actively involved by attending regular board meetings, reading the newsletter and monthly minutes of the Board, and staying informed about other community business.

Our 2025-2026 Chesapeake Isle year has been a busy one. Our volunteer Board and dedicated community members have spent countless hours:

- Maintaining and improving the Chesapeake Isle property.
- Administering the business of Chesapeake Isle.
- Responding to community disputes and complaints.
- Keeping our roads clear and open for safe passage.

Janice offered special thanks to;

The volunteers of Chesapeake Isle that have saved the community thousands of dollars, and their work is appreciated, respected, and cherished. Janice encouraged property owners to pick an area of interest or expertise and reach out to the chairperson of that committee or the Board to be involved. Janice thanked our Board members and our committee chairs for all the work they have done this past year. Our monthly board meetings cover all of the items that occur throughout the year, but Janice mentioned a few projects that stand out over this past year.

Since we are sandwiched in between two sections of Elk Neck State Park, we are directly impacted by their actions. They have spent a significant amount of money on improving all areas of the park which certainly helps our property value. Their Rogues Harbor project has been completed and is back open to the public. Our boat ramp will no longer be locked and we will resume normal operations. Janice thanked Mike Klinger, Joe Greenfield and Jim Carter for dealing with the locks and issues that arose during that new process Janice thanked all our boat owners in the community for cooperating during that whole process last year.

Janice thanked Mike Beiter for taking the lead in renovating our community entrance sign. Mike carefully removed the decayed wood from the old sign and replaced it with new materials. He replaced all the hardware. He also repaired the posts by cutting out rotted sections and filling them with new wood before adding fresh white sleeves and caps. The new colors match the signage throughout the neighborhood and makes a big difference in everyone's first impression of our community.

Janice pointed out that there seems to be a reduction of SCAM emails since we removed emails from our website and Newsletter. Please DO NOT RESPOND to any emails requesting money/gift card transactions.

Accounting: A dedicated email address, [accounting@chesapeakeisle.org](mailto:accounting@chesapeakeisle.org), has been established for all accounting-related matters. This email is managed through the Association's GoDaddy website account. Our new bookkeeper, Deb Trent, is in full operation. She retrieves all the mail from the post office and processes all our mail. She does all our bank deposits and develops all our monthly Treasurer reports in Quickbooks. As requested, she has formatted the reports into relevant categories as opposed to alphabetically (originally requested by Bill Osborne). She has processed all the annual invoice-related items for maintenance fees and grass mowing this year with minimal involvement from Dane and Janice. She is also processing all our miscellaneous forms via Dropbox for Boat Moorings/Dinghy-Kayak Rack Storage/Pavilion Rentals. Once uploaded, she emails confirmations via a group contact list that we can keep current as the group contacts change. Deb is doing a fantastic job!

Janice thanked Rich Vindler for coordinating our Shoreline Project this past year. The stonework that was done by Kingfisher was incredible and very well done. We will be finalizing the plantings for this project over the next month which will complete this project. We did provide a summary of costs for that project on our Asset Overview page that is posted on our website. Janice also thanked Ted Baker, one of our community members, for his efforts in connecting us with a firm in New Jersey that specializes in grant funding. He spent many hours pursuing possible options with that firm. We met with them in the May timeframe and they will be a great resource for any future projects.

Janice thanked Dale Hayman and Jean Hulse-Hayman for taking on the coordination of some major road projects. They received our coveted Man/Woman of the Year award at the Wine & Cheese party this year due to their willingness to jump into our Roads Committee and do such a fantastic job! In November, they coordinated the project of milling & paving the Darrel Road/Rolling Avenue/Cliffview Drive intersection. This ticks one more intersection off the list of our older intersection repairs. Two more are scheduled for next year. At our January board meeting, we presented the committee's recommendation for Mason Lane North repair. Based on input from multiple contractors, we approved a project that will repair the road back to the project plan from 10 years ago. The Board approved going over our projected yearly budget by 8% if needed to complete this project this fiscal year. Phase 1 was completed in April, and we are hoping to complete this project over the next couple of weeks. Thanks to Rich Crowe for leading volunteers in reconnecting and redirecting the drainage pipes from the Maynard residence, as well as uncovering the opening of the large drain running beneath Mason Lane. He also found a great contractor that snaked out the large drain and up the smaller drain under the culvert to remove blockage. Our hope is that we will not have to revisit this area for another decade or so. Jean Hayman is coordinating an effort to engage local authorities regarding the safety of

Route 272 section within the park. Since the road paving was completed, there are now more pronounced drop-offs immediately beyond the road edges, along with additional conditions that present safety concerns for residents. We will be discussing this further at our monthly meeting to determine the best approach for getting community signatures to support this issue.

Janice thanked Dane for coordinating and managing snow removal this unusually difficult year. At the end of January, extremely cold temperatures and persistent ice packed snow created severe conditions, resulting in unprecedented week-long school closures. We had some unique conditions with this storm. Due to contractor availability issues early in the storm, we relied on volunteers operating the community tractor once snowfall exceeded 3 inches. As a reminder, plowing pushes snow toward the roadside and across driveways; residents may clear as needed or hire local help. Following the storm, the Board consulted with county officials, external contractors, and available analytical tools to assess road conditions and determine appropriate next steps. In its evaluation, the Board also considered the potential impact of salt application, including its effect on road deterioration and the community's reliance on a well-based water supply. Given the limited effectiveness of salt in deep-freeze temperatures, only light salting was performed on Tuesday morning when the sun came out. Additional road widening was done later in the week with outside contractors and our volunteers continued through Thursday and Friday. Janice thanked everyone in the community for your patience and support during this painful storm. A big thank you to our volunteer plow drivers Mike Beiter, Tony Kempinski, Justin Thomas, and Warren Brown (our new recruit) for their efforts.

At our March monthly Board meeting we discussed our issue with community vandalism. Janice thanked Kim Schmidt for developing an informative article for the Spring newsletter updating the community on the topic. In several cases, the juveniles involved have been identified through security camera images and their parents were notified. A resident has compiled and retained a summary list of reported incidents for reference. Because all incidents occurred on private property, the CICA Board does not have legal authority over these matters; they must be handled by local law enforcement. Homeowners are advised to promptly report suspicious activity or property damage directly to the Cecil County's Sheriff's Office. Police have advised us that images not be shared publicly and minors not be named. The Board hopes this behavior will cease. Parents and guardians are strongly encouraged to monitor their children's activities, remind them to stay off private property for their safety, and reinforce respectful, responsible behavior within our community.

Janice only touched on a couple of the items that occurred over this past year. Janice shared the following names of the committee chairs that do so much behind the scenes throughout the year:

Bulletin Board- Cindy Mistysn, Architectural Review- Mike Beiter, Beach- Jim Carter, Community Affairs- Polly Carter & Kim Vindler, Community Membership- Janice Beiter & Karen Dryden, Community Communications- Diana Hawley, Community Events- Lori Hill, Fourth of July- Diana Hawley & Jessica Klinger, General Maintenance- Jim Carter, Governing Documents- Christine Valuckas, Grass Mowing- Bob Resch, Harbor- Mike Klinger & Joe Greenfield, History- Bud Godby, Legal- Justin Thomas, Maintenance Equipment- Jim Carter, Newsletter- Kim Schmidt, Nominating- Vicky Garvey, Pavilion Rental- Cindy Mistysn, Road Improvements and Planning- Jean & Dale Hayman, Road Maintenance and Drainage- Rich Crowe, Shoreline Erosion- Rich Vindler, CERT- Kathy Kempinski.

Janice shared that Bud Godby, a long term CICA resident and our community historian, has published a new book titled *In the Isle*, chronicling the history of Chesapeake Isle. The book is available for purchase on Amazon. The book contains a wealth of information and is a valuable resource for our community. It also provides a chance to realize that we are only a small snippet of time in the ongoing story of Chesapeake Isle. We all need to work together to keep this community a special refuge from the complicated world out there.

**\*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 website. Hard copies were available at the meeting. There were no questions, comments, or suggested edits to the 2025 minutes. A motion was made, and seconded to approve the minutes as presented. Utilizing a hand vote to include the proxy votes, the motion passed to approve the minutes.

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

Dane Hendrix presented the Community Maintenance 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 \$115,680.00 for both revenue and expenses. As of April 30, the Community Maintenance income was \$112,116.13, interest income was \$4,332.44, and expenses were \$85,249.89. In addition, \$120,000.00 transfer from restricted Shoreline Erosion reserves was made and \$121,036.06 payment for shoreline erosion control project was made. These two items were from the approved FY 2024-2025 budget. At the end of April, the Community Maintenance checking account balance was \$48,083.28 (Fulton), and the total reserve account balances were \$202,327.92 (Fulton + APGFCU) of which \$91,752.58 were restricted funds, for a total combined cash balance of \$250,411.20. The restricted reserve fund balances at the end of April were;

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

- The Shoreline Erosion Project was approved for \$145,000 in FY2025 budget during the 2024 annual meeting. A contract was signed with Kingfisher in September 2025 for \$144,850.00. Payment of \$14,400 was made October 2024 for the permit submittal drawings. Due to the contractor schedule, the start of the work was delayed until July 2025, which fell in the FY2026 budget timeframe. The project was substantially complete in August of 2025 with an increase in cost of \$5,100 for additional sand required, but not included in the initial project. This was included in the expenditures noted above. The total anticipated balance left to spend on this project is \$14,550 to complete plantings which will come from unrestricted reserves.

Questions were solicited from the attendees. Hearing none, a motion was made, seconded, and passed via hand vote and proxy votes to accept the Community Maintenance Financial Report for Fiscal Year 2025-2026 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.

**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.

**Shoreline Erosion Project Update – (Janice Beiter)**

Janice reviewed the Harbor Living Shoreline Project which was emailed and posted on the website.

**New Business:**

None

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

The Budget Committee consisted of President Janice Beiter and the following 6 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.

The budget approval does not award any contracts for work to be done nor does it approve any specific projects. There is a separate approval process for the projects and awarding contractors. The process for awarding contracts and project approval will be done during the monthly board meetings. Janice emphasized that the budget approval vote was for the budget dollar figures only.

Treasurer Dane Hendrix then presented the proposed FY2027 Budget for Community Maintenance, which totals \$147,000.00 based on the income from:

- the community maintenance fee of \$400/lot paid by lot owners-\$127,200,
- property transfers paid by new owners at settlement-\$1,800, and
- transfer from unrestricted reserves of \$18,000

Additionally, Dane explained some of the larger expenses including:

- The largest item in the FY27 and the largest change for this year is Roads/Erosion for \$76,000. There are multiple ongoing issues in the community. This anticipates repaving two intersections that need to be repaired. There is also increased budget for managing drainage. We have several culverts that need attention in the community.
- We also have budgeted for \$10,000 to go into the Roads restricted reserve fund. These two items combined account for nearly all the budget increase from FY26 to FY27.
- A continuing item is \$11,250 reserve transfer for the third of four planned years to save for a pier restoration project.

Janice Beiter requested a motion to approve the proposed budget for FY2027 as presented. The motion was made, seconded, and ballots were distributed by number of lots owned (one vote per lot) to “approve” or “not approve” the proposed budget. After explaining the process for voting, Janice called for a break to allow time for all owners present to vote and for the ballots to be counted. The meeting was reconvened after the ballots were counted. The results of the voting ballots and proxy votes were 51 approved, 4 declined, with a total of 55 votes. Therefore, the FY2027 Community Maintenance Budget was approved as presented.

**Adjournment:** The meeting was adjourned at 2:43 pm.

Respectfully submitted,  
Julie Rosario, CICA Secretary

### **Record of Motions**

Bill Osborne moved that the secretary’s report and minutes for the 2025 annual meeting be approved. Greg Schill seconded the motion.

Bill Osborne moved to approve the proposed FY2027 Community Maintenance budget as presented. Jim Carter seconded the motion.

Alex Snyder moved to adjourn the meeting.  
Marie Kobylinski seconded the motion.

