

**CICA Board of Directors Meeting  
June 16, 2026  
6:30 pm via Zoom and Remote Access**

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**Board Members Present** – Glen Adams, Janice Beiter, Warren Brown, Rich Crowe, Joe Greenfield, Dane Hendrix, Lori Hill, Jess Klinger, Kathy Moll, Lisa Schill and Candy Wallace

**Board members Absent** – Alice Moore

**Community members / guests present** – Mike Beiter, Babs Manges, Jim Parrot, Maggie Parrot, John Reber, Carolyn Jones, Jean Hulse-Hatman, Dale Hayman, Dave Berkihsier, Jim Carter, Cindy Mistysyn and Marsha Swezey

**Pledge of Allegiance**

The meeting was called to order at 6:30 pm by 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 May 19, 2026, were approved by the Board, and were distributed on June 14th. The minutes were posted on the web site on June 14th and at the harbor bulletin board on June 16<sup>th</sup>.

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

The agenda was approved as presented by a hand vote.

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

5/23 – We are having another wave of spam emails. PLEASE check the email after my printed name. It should be jbeiter112@gmail.com. Do not respond. Report it as spam and then delete it.

5/29 – Met with Candy to review Dropbox and various helpful hints for managing the secretarial position duties.

6/12 – Discussed with Kathy Moll about a solicitor that came to her doorway and was very persistent plus did not have a vehicle in clear sight. People need to inform the solicitor that this is a private community (on our entry sign into the neighborhood) and soliciting is not allowed. If you can get a picture of a license plate that would be helpful should we need to call the police.

6/13 – Met with Warren Brown to review Quickbooks program in more detail and develop bookmarks, etc. for items that we use on a regular basis.

6/14 – Met with GDRC committee at the pavilion with 6 Board members (including myself). The GDRC committee report will go into more detail. I do have the additional binders that I need to get to the remaining Board members that could not attend. I also added a line item in the Governing Documents section of the website that has a link to Critical Area Information related to tree removal, etc. I will also add it into our Welcome Guidebook and get copies to Polly for her current binders.

6/14 - During that meeting, we also discussed the request for the Board to submit a letter to the State Highway Administration (SHA) regarding the safety of Turkey Point Road on the two-mile stretch beginning at the Elk Neck State Park campground entrance and extending south to the Rogues Harbor entrance.. The GDRC discussed that the Board's role and Committee Chair's role falls strictly within managing the Chesapeake Isle Community properties and that we should not have a letter from the Board. A couple of suggestions for approaching the SHA were discussed at the meeting and will be discussed further with Jean over the next week.

6/14 - After that meeting, I discussed with the GDRC Committee if it was necessary to have the meeting minutes posted at the harbor each month. They felt that since the minutes are posted on the website each month that we no longer have the need to post them at the harbor. They requested that we take a consensus vote from the board to no longer post the minutes at the harbor so we can have it documented in the meeting minutes.

6/14- We took a hand vote and it passed unanimously to no longer post the minutes at the harbor.

6/15 – Met with Deb (Bookkeeper), Warren Brown and Dane Hendrix to review year end and beginning of new fiscal year expenditures to ensure sufficient funding was in our various accounts.

#### **\*Treasurer's Report (Warren Brown)**

CICA Membership (CA) and the Community Maintenance (CM) Financial Reports as of May 30, 2026, for the 11th month of the fiscal year which began July 1, 2025.

The May CA income was \$1,110.00, and expenses were \$784.59 Most of this month's income is from mowing and pavilion fees. At the end of May, the checking account balance was \$2,629.66 and the money market account balance was \$52,388.44, of which \$16,400 were restricted (Equipment Replacement), resulting in a total asset balance of \$78,681.10

For the month of May, CM income was \$2,960.00, and expenses totaled \$3,733.23. Most of the expenses came from Beach and Harbor and General Maintenance as a result of Spring clean-up and getting that Harbor ready for a new season. Expected north Mason Lane expenses were pushed to June due to weather and scheduling Additional expenses are expected for that project in June. At the end of May, the CM checking account balance was \$4,681.15. The money market and APG balances total \$202,418.55 which includes \$90.63 interest credited this month, to provide a total CM assets balance of \$249,234.70.

The CM restricted reserve account balances 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

## **Community Comments**

- Candy Wallace mentioned reading a post on the Chesapeake Isle Neighbors Only page from Dee Sessa Joyce requesting a picnic table at the harbor. Candy stated she replied to Dee's post and mentioned bringing her request up to the board. Per Janice, this topic was thoroughly discussed during the previous harbor renovation proposal a couple of years ago. It was deemed to be a major safety hazard due to the boat and trailer traffic throughout that entire area. Janice Beiter stated she is not on that Facebook page and will reach out to Dee directly. Per Janice, she spoke to Dee and she understands it is not a good idea for safety reasons.
- Candy Wallace mentioned the condition of the tables at the pavilion. The warped boards being replaced. Jim Carter stated the replacement cost of each board is \$25.00. Rich Crowe offered to meet with another board member to assess how many boards need to be replaced.
- Jess Klinger mentioned the Living Shoreline down at the harbor is not to be used for a beach. Janice Beiter mentioned to put this information in the next newsletter potentially as a Hot Topic email as well.
- Lori Hill mentioned the Fourth of July event is advertised on the public Facebook page. She is wondering if this is opened to the public. Janice Beiter stated she will check with Diana Hawley.
- Lisa Schill wanted to send a heartfelt thank you to Cindy Mistysyn and her team for organizing the annual Ladies Brunch at the Pavilion to welcome the newest women in our Chesapeake Isle community.

This year's event was another wonderful success, with more than 30 women in attendance and the opportunity to warmly welcome two new neighbors. The brunch provided a perfect setting for conversation, connection, and friendship, helping our newest residents feel at home from the very start.

The Ladies Brunch is one of my favorite events of the year because it beautifully reflects the heart and spirit of Chesapeake Isle. It showcases what makes our community so special; neighbors coming together, building relationships, and extending a warm welcome to those who are new to our neighborhood.

Thank you again to Cindy and her team for their hard work, hospitality, and dedication to making this event such a memorable and meaningful tradition.

## **Committee Reports**

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

Since the last Board Meeting, the Architectural Review Committee (ARC) has not acted on any new project submissions. The following updates are provided on two previously approved projects:

- Lot V-05 Conserva/Cornick – 5185 Turkey Point Rd. – New fence

The project to install a perimeter fence was previously submitted and approved by ARC. The fence is complete, but it was not as approved. ARC approved their request for a 3-rail fence, but they installed a 2 rail fence. ARC offered them an opportunity to submit for a variance. And as an option, ARC offered a compromise that if they paint or stain the fence to make it blend more into the background, they would not have to pursue a variance. They accepted this but advised that their contractor stated that the new wood fence should not be coated until it is a year old. So we will wait till next spring for this to happen with no further action till then.

- Lot P-19 McLaughlin – 25 Rollins – New Home Construction  
The request for construction of a new home was approved in April of 2025. Work rapidly began, and the septic and foundation were completed. But then all activity stopped. The 1 year building permit has expired. After unsuccessfully trying to contact the owner, I was able to get information from Ed Campbell, who states that the owner has renewed the permit and will get in touch with ARC. Additional attempts to contact the owner have failed so we are taking alternate steps to get in touch in order to obtain a copy of the renewed permit.

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

Nothing to report.

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

Nothing to report.

#### **Community Affairs (Janice Beiter for Polly Pyle-Carter)**

Polly Pyle-Carter has already sent a couple of emails inviting the new neighbors to a Welcome visit with her and Kim Schmidt, and she is still waiting to hear when they're available.

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

2025 MEMBERSHIP: 306 - (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: 282 - (89%) Lot owners have paid their Maintenance Fees in full for 2026 as of May 31, 2026, which includes double & triple lot owners. In addition, we have received payments from 4 Mason Lane owners. Of those paid, 196 have joined CICA (70%).

· Invoices for 2026 were sent out November 28, 2025, and were due February 15, 2026.

· Second invoices were sent on 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 sent the following email on behalf of the Board since the last Board meeting:

- June 2: An update regarding the completion of the North Mason Lane road project was to 427 recipients (Hot Topics distribution list).
- June 6: Details/flyers advertising the July 4th event were sent to 430 recipients (CICA distribution list).
- June 8: A reminder about the Ladies' Brunch was sent to 427 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 weather was a little chilly for the first adult social of the season, but that didn't sway approximately 25 attendees, and a good time was had by all. Huge, thank you to Sue Seeley, who always makes sure everything is nicely set up.
- The 2nd Annual Isle Palooza was a hit by those who braved the winds and occasional rain. Special thanks to Jim Carter and his team for setting up the pavilion with a tarp to reduce the weathering. Special thanks to Dale Hayman, his Chesapeake Blues Band, Mike Bider, his talented family and friends band and our own Jessica Klinger for sharing their talents with the Isle. 60+ participants eating, dancing, tapping feet, clapping, a good time was had by all.
- The Corvette and Car Show. Due to the wet weather created a low attendance, but high in excitement, for those who shared their beautiful vehicles. Thank you to Tim and Tom for sharing their passion of beautiful cars with us.

- Ladies' monthly luncheon was on June 9th at Tidewater Grill. There were 12 attendees. Thank you to Polly Carter for filling in as hostess for Michelle Hendrix.
- The weather was beautiful for the Annual Ladies' Brunch to welcome the new ladies to our Isle. There were about 30 in attendance. Thank you to Cindy Mistysyn and her team for their work in providing this wonderful tradition!!
- Kim Vindler is unable to do the Ice Cream Social and Bingo on the original planned date of August 7th and this has been changed to July 17<sup>th</sup>. Cindy Mistysyn has blocked this date for the pavilion. (FYI – a couple of days after the meeting, it was determined the date needs to be Saturday, July 18<sup>th</sup> due to Kim Vindler's schedule)

#### **Fourth of July (Diana Hawley)**

- Planning for the event is ongoing. Please contact Diana ([dianahawley@gmail.com](mailto:dianahawley@gmail.com)) if you would like to volunteer on July 4 or help in some way, be an event sponsors, or donate items for the auction. The event flyer will be emailed and shared on social media in the next few weeks.

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

- A minor fence repair is underway behind the community garage.
- A sagging branch was removed from a cherry tree near the bathhouse early on Saturday morning, 6/13, by our hardworking chainsaw crew. Thanks to all that helped!

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

- Diana Hawley, Kim Schmidt and Christine Valuckas conducted a review of CICA Governing Documents for the new board members, Warren Brown, Glenn Adams and Kathy Moll. Also in attendance were Janice Beiter, president, Lisa Shill, vice-president and Joe Greenfield, board member. Each board member in attendance received a comprehensive binder of the governing documents for CICA and had the opportunity to ask questions as the documents were reviewed. Janice has the extra binders for board members who were unable to attend. A binder was also provided to Bud Godby for our History records. If anyone has any further questions or questions, please reach out to Diana Hawley, Kim Schmidt or Christine Valuckas.

#### **Grass Mowing (Bob Resch)**

Nothing to report.

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

- As a reminder, all kayaks, paddle boards, dinghies and any other small watercraft must be stored in assigned spots at the Harbor. We will attempt to contact owners of any stray watercraft to arrange for an assigned spot or removal from the Harbor area.

- We currently have several kayaks that are oversized for their assigned spots, which can contribute to access issues for your neighbors and difficulty in maintaining vegetation. There are only 3-4 usable spots available and the “Dinghy Master” will reach out as appropriate to resolve.

**History (Bud Godby)**

Nothing to report.

**Legal (Justin Thomas)**

No report received.

**Maintenance Equipment (Jim Carter)**

- Our new tractor tires have been installed.

**Newsletter (Kim Schmidt)**

The next newsletter is scheduled for publication in July. Articles are due to Kim ([kimberlyschmidt119@gmail.com](mailto:kimberlyschmidt119@gmail.com)) by July 1, 2026 with the exception of the July 4<sup>th</sup> report. Thank you to all those who send submissions, it helps make the publication informative and interesting for all!

**Nominating (Vicky Garvey)**

No report received.

**Pavilion Rentals (Cindy Mistysyn)**

The pavilion is reserved on the following dates:

June 17, 19, 27

July 11, 25, 31

August 1, 8, 9, 29

September 7, 12

This list does not include the dates of the CICA scheduled events.

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

Our report this month starts with an excerpt from the May 19, 2026, Roads Committee Report.

These are the steps we are taking as directed by our consultant:

- Expose the 400 sf of roadbed that failed the proof roll. Compact the subgrade with a 5-ton vibratory roller (approved via text May 15, 2026), place the fabric (Mirafi 500x), rolling the downhill side up behind the gabion wall to prevent soil migration. Install 12 " of #2 stone, roll again, install the 12 " of GABC, roll again. Proof roll and pave.
- On June 1 and June 2, 2025, we followed the steps outlined by our consultant with one exception. Our compaction was completed using a 10-ton vibratory roller! North Mason Lane passed all three compaction tests with flying colors. The technician who administered our

compaction tests said a score of 92 would have been acceptable, however all our scores were above 92. We have a solid roadbed. The road has been reopened, round of applause. After the road was completed, toasts were made on site by members of the Roads Committee and residents of the road. Thank you to Toni Mangione and Len Ardieta for offering your beach for our celebration.

- We thank John Murray for his guidance on this complex project. We learned so much from him. He was a paid consultant but put in many, many extra hours.
- Thank you to Warren Brown and Glen Adams for trimming the trees along the road to allow for the roll test. Thank you to Jim Carter for lending us his caution tape and for assisting with taking down our road closure signs.
- Based on our consultant's recommendation, we plan to discuss whether to minimize heavy truck traffic on Mason Lane.
- Future projects for the 2026-2027 budget year include: replacement of a failing drainage pipe under Rolling Avenue, a mill and pave for Mowbray hill and Caldwell hill.

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

- Tree Boss Company will be removing about 6 dead or diseased trees in the right of way on 4 different streets on June 26th.
- Miller Tree Company will be removing 3 large dead trees on Mason within a few weeks.

**Shoreline Erosion (Art Wood)**

- Kingfisher construction has finished the living shoreline at the harbor, and we will be making the final payment this week.
- Mike's tree service started the annual trimming of Jacob's nose and the harbor, on Saturday the 13th. He should finish this week and we'll pay him then.

**Old Business**

None

**New Business:**

None

**Announcement of next Board Meeting:**

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

**\*Adjournment:**

The meeting was adjourned at 7:31 pm.

**\*Adjournment for closed meeting:**

The meeting was adjourned at 7:38 pm.

Respectfully submitted,  
Candy Wallace, CICA Board Secretary

\*Voting Item

**Record of Motions**

Dane Hendrix moved to approve the agenda.

Lisa Schill seconded the motion.

Joe Greenfield moved to approve the Meeting minutes not are not to be posted at the harbor.

Lisa Schill seconded the motion.

Glen Adams moved to approve treasurer's reports.

Lisa Schill seconded the motion.

Lisa Schill moved to adjourn.

Glen Adams seconded the motion.

Joe Greenfield moved to approve selection of Women of the Year.

Candy Wallace seconded the motion.

Glen Adams moved to approve the selection of Man of the Year.

Jess Klinger seconded the motion.

Dane Hendrix moved to adjourn the closed meeting.

Candy Wallace seconded the motion.