
Corrotoman-By-The Bay Association, Inc.
Approved Minutes of Board of Directors Meeting
9:00, Saturday, 30 April 2022

NEW ZOOM Dial-in

<https://us02web.zoom.us/j/82857319410?pwd=MjlxQU9PTzNxQUxuZ2lKMUtaRmNKQT09>

Meeting ID: 828 5731 9410

Passcode: 957075

One tap mobile 13017158592 Meeting ID: 828 5731 9410

Passcode: 957075

Call to Order: Deb Beutel, President, called meeting to order at 9:01 a.m.

BOD attendees: Deb Beutel, Don Smith, Kevin McNair, Matt Crabbe, Lisa Adler, Claire Smith in person;

Sam Longstreet via Zoom Absent: Cristian Shirilla

James Allen resigned as of 4/22/22.

Announcements from Board: The Annual Meeting and Election of Board Directors is tomorrow 1 May at 2:00 pm in the Pavilion.

Secretary's Report: Cristian Shirilla - Minutes from 9 April 2022 Meeting will be combined with minutes of today's meeting and approved during the 9 July Regular Business Meeting.

Treasurer's Report: Claire Smith – See Draft FY22-23 Capital Reserve Spend Plan Spreadsheet and Excerpt from VA POAA

Collections Committee Chair: Don Smith: - No Report.

Finance Committee: Matt Crabbe, Chair – No Report.

Architectural Review: Kevin McNair, Chair – No Report.

Communications: Tara Linne, Chair – Sunday 1 May at 2:00 is the CBTB Annual Meeting Election.

Clubhouse/Pavilion/Social: Vacant, Chair No Report.

Pool: Lisa Adler, Chair, Pool Brief for Special Meeting scheduled for 28 May 2022.

Roads & Grounds: Don Smith, Chair - Update on currently contracted road repairs plan.

- The additional erosion mitigation efforts and added drainage work on Lots 3A and 4A has been completed, thanks to new Property owners, Lane Hornfeck and Jason Mills.. Once we coordinate affected Property owners' availability, we will set-up a meeting to discuss proposed guard rail solution.
- Walk though and discussion with property owner of Lot adjacent to CBTB Boat Ramp/Marina Lot 372 on the proposed installation of traffic barrier between the properties.

Dock Sub-Committee: Don Smith, Chair: No Report.

Tennis: Jean Ehlman, Chair : No Report.

Golf: Jean Ehlman, Chair: No Report.

AD HOC/Special Committees

Nominations Committee Chair: Lisa Adler, Chairperson. Designated Counters will be on-hand tomorrow to count ballots brought on 1 May 2022.

Old Business:

1. Board MUST Approve Planned Allocation of Capital Reserve Funds in support of an Approval of an FY22-23 Capital Reserve Spend Plan referring to the following documents sent out earlier this week:

FY 21 Reserve Replacement Study

Draft Capital Reserve Spend Plan

Motion to approve allocation of funds to be expended during the FY22/23 Capital Reserve for \$22,967.00. Motion made by Kevin McNair and seconded by Claire Smith. Unanimously Approved. Copy of Final Approved FY 22-23 Capital Reserve Budget is attached to minutes.

New Business:

1. Chain Link Fence Securing the Tennis Courts was vandalized and been repaired at a cost of \$1,100.00 to the community. We likely need additional security cameras and to reinstitute a Neighborhood Watch. No action required.

Member Input: None.

Next Meeting:

Annual Meeting & Election: Tomorrow, Sunday 1 May 2022 at 2:00p.m.

Motion to adjourn from regular session to Executive Session: Motion to adjourn from Regular Session to Exec Session at 10:21 am made by Matt Crabbe and Kevin McNair seconded. Unanimously Approved.

Executive Session:

Board Conducted Legal Review of Draft Pool Brief

Motion to adjourn Executive Session and return to Regular Session: Motion to adjourn from Executive Session and return to Regular Session at 11:30 am made by Claire Smith and Lisa Adler seconded. Unanimously Approved.

Board Recommended minor updates to draft Pool Brief for 28 May Special Meeting .

Motion to adjourn Meeting: Motion to adjourn BOD meeting at 11:31am was made by Don Smith and seconded by Kevin McNair. Unanimously Approved.

Board Member Terms

Lisa Adler (2021-24)	Vacant* (2021-2024)
Deb Beutel (2020-2023)	Matt Crabbe (2021-2024)
Sam Longstreet (2019-22)	Kevin McNair (2019-22)
Cristian Shirilla (2019-22)	Claire Smith (2020-2023)
	Don Smith (2020-2023)

*due to James Allen Resignation of 22 April 2022

Proposed Schedule of Meetings

Annual Meeting & Election – Sunday, 1 May 2022

28 May 2022 - Special Meeting to Brief Community on Pool Committee Recommendations

11 June 2022

9 July 2022

13 August 2022

10 September 2022

8 October 2022

12 November 2022

10 December 2022

2022 -23 Corrotoman by the Bay Capital Reserve

<u>Category</u>	<u>Subcategory</u>	<u>Actual</u>
Expenses		
	Dock Repair/Other	\$ 500.00
	Ground Maintenance	
	Tree cutting/removal	
	Concrete Repair	
	Road Maintenance/Repairs	
	Unknown	\$ 1,000.00
	Road Grading & Stone	\$ 3,375.00
	Sandy Lane drainage	\$ 500.00
	CDE Guard rail	\$ 2,500.00
	Tar / Black top	
	Pine Place	\$ 7,000.00
	Dock Road - Stone	\$ 500.00
	East Highview pot holes	\$ 500.00
	Facilities Repairs and Maintenance	
	Clubhouse Building	\$ -
	Golf Course	
	Fertilizer/Seed/Upgrade for sand traps	\$ 300.00
	Tennis Court Operation/Maintenance	
	Fence Repair	\$ 1,100.00
	Pool Operations	\$ 300.00
	Repairs	\$ 4,700.00
	Other/Special Projects	
	New Pool Surveys & Architects	\$ 692.00
		=====
(\$ Spent)	Total Expenses	\$ 22,967.00

(\$ Collected) TOTAL Income

\$ 41,982.00

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Balance

\$ 19,015.00

Budget

Status

Prior year approved

Prior year approved

