

Corrotoman-By-The Bay Association, Inc.
BOD Meeting Minutes

5 October 2019

Deb Beutel, President, Called to order at 0901

Announcements from Board:

- Vice President of Sentry Management will be on site at 10:30 Sunday 6 October to address questions with respect to their services and associated costs, All are invited to attend the presentation.
- Deb Beutel in conjunction with Lisa Adler will be hosting a volunteer recognition breakfast prior to the next Board Meeting on the 16th of November. Details to be provided shortly.

Member Input Session:

- No additional input received from the floor.

Secretary's Report:

- Minutes from 21 September meeting electronically reviewed by all Board members and a motion by Lea Gallogly to approve was seconded by Cristian Shirilla. All approved minutes will be posted on the Website shortly.

Treasurer's Report: Sam Longstreet. Reports attached.

- Currently all reports are submitted as unreconciled.
- Four board members now have access to the financial institutions.
- Operating income and expenses. Bottom line—about \$8k remaining.
- There is a chance we may exceed the proposed/approved budget. A reminder was provided last year to all board members that this might occur. There is more cash in savings account to cover the anticipated shortfall.
- Sam Longstreet was not sure we spent in correct budget categories. This is something that will need to be examined.
- Collected more in association fees than originally thought, legal fees are down.
- No additional fees collected this past month.
- Funds from savings moved Capital Reserve (CR) for a total of \$41K each year. We are fully funded in CR for this fiscal year.
- Operating funds and Capital reserve budgets will be prepared for the new fiscal year

- Cristian Shirilla moved to approve, Jean Ehlman seconded, all approved.

Committee Reports:

Architectural Review: Lea Gallogly, Chairman. Report Attached.

- Only new request was from the Adler's for a shed. Currently in process.

Capital Reserve: Jean Ehlman, Chair. Report Attached.

- Funding was moved from the Sonabank Savings account to the Sonabank CR account fully funding for the current fiscal year.

Collections: Bill Ehlman, Chair. Report attached.

Communications: Tara Linne, Chair. Not present.

- We will be sending out additional info regarding volunteer recognition breakfast.

Dock: Rocky Boykin, Chair.

- Currently working to get bulkhead repaired that was approved at the previous meeting in an amount not to exceed \$200.00.

Finance Committee: Bill Ehlman, Craig Adler, Vicki Bartlett, Sam Longstreet, Cristian Shirilla, Lea Gallogly, Ian Fay.

- Awaiting informational briefing from the property management firm.

Hospitality: Vacant Need Chair,

- Trunk or Treat - 26 Oct 3-5pm. Provides trick or treating in the CBTB parking lot for local children. Adults are encouraged to decorate their cars, come in costume and hand out treats for the neighborhood children.
- 2nd annual Halloween Party. Theme is a "Low Country Haunted House", Time is 7-11pm- \$10 per person- menu on flyer.

Pool: Lisa Adler, Chair. Nothing to report.

Roads & Grounds: James Allen, Chair.

- Cutting the grass one more time this season.

- If you have issues report to CBTB email.

Tennis & Golf: Jean Ehlman, Chair. Report attached.

- Courts closed- for repair no cost to CBTB
- Kristen Brubaker to monitor construction which will take 3-4 weeks to cure- no one should walk on the courts during/immediately after construction. Will post a notice on the CBTB web site.

Old Business:

- Shoreline Evaluation Program Analysis for Lots 3-7 will commence the week of 14 October - POC Deb Beutel.
 - CBTB owns lot 7 –
 - NNK Shoreline to provide unified assessment- for mitigation. We are the last evaluation they will be conducting for this fiscal year.
 - Will need a board representative on site—
 - This will enable CBTB to apply for a grant in the future
 - It is a valuable tool for the community since they would provide annual review/assessment.
 - Jan/Feb meeting for folks interested in a shoreline educational opportunity.
- Should work on shoreline erosion for Lots 1 & 2 require approval from Architecture Review Committee and \$1000.00 Road Deposit? - Lea Gallogly – tabled till next month. We should have more information available for the November meeting.
- Previously identified concerns in July – Ian Faye –
 - Questions regarding the reserve account- why not funding fully – and using capital reserve funds appropriately – Since July 13th

New Business:

- Ian Faye to investigate fed/state tax liabilities and returns required to be filed at this point. Ian to investigate and engage the services of the IRS. Motion- Deb Beutel “to have Ian contact 2 CPA firms and engage one to take care of existing tax liabilities Lea Gallogly seconded the motion and all were in favor.
- Motion to engage services of use a Homeowners/Property Owners management firm for financial management for a one-year period and reassess in 12 months. A letter will be prepared for the current accounting firm severing their services effective 31 October. Deb Beutel motioned and Cristian Shirilla seconded. All with the

exception of Jean Ehlman concurred, Ms. Ehlman refrained from the vote. Motion passed.

- Sam Longstreet advised he would be resigning as treasurer and nominating Lea Gallogly to take his place. Deb Beutel motioned for approval and was seconded by Ian Faye. All agreed and the motion was passed.
- New Board member still being sought. Mr. Michael Stevens is interested we are attempting to get a resume- only a six month tenure.
- Secretary position still vacant, perhaps something the new board member could assist with once on.

Cristian Shirilla motioned to adjourn Ian Faye seconded. All agreed, meeting adjourned.

Next Meeting: Saturday 16 November 2019, 9:00 a.m.

Board Member Terms

Lisa Adler (2018-21)
Deb Beutel (2017-20)
Jean Ehlman (2018-21)
Ian Fay (2018-2021)
Lea Gallogly (2017-20)
Vacant (2017-20)
Sam Longstreet (2019-22)
Kevin McNair (2019-22)
Cristian Shirilla (2019-22)