

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amado	Fund Raising		X
Jerry Brainard	Web Master	X	
Beth McGinn	DMHRA		X
Vinny Rice	Grants	X	
Leonard Sears	Sussex Co. Rep		X

1. Meeting was called to order by B. Kinnick at 6:30 p.m.
2. **Pledge of Alligence/Silent Prayer**
3. **Guest Speaker: Delaware State Insurance Commissioner (Mr. Trinidad Navarro)**

Commissioner Navarro and his deputy, Mitch Crane were introduced to the members in attendance. Commissioner Navarro stated that he wanted to bring our group up to date on issues that he has been dealing with since his last appearance at our Candidate Forum.

Mr. Navarro stated that he had recently denied a request for a significant increase insurance rates to manufactured housing policyholders by 20%-30%. He stated that they could not provide any rational reason to increase the rates.

He stated that the major take away was to make sure that we, the customer, shop around. Most people will change their cell phone provider, cable provider or internet provider for just a small increase in their costs but will continue to pay major increases in car/life/home insurance costs. By checking around and doing cost comparison shopping, this will force insurance providers to understand that we the consumer are not going to stand for these price increases.

He is also working on changing the elements that are used when assessing the costs of insurance. In today's environment, the insurance companies can use your income level and your FICO score to determine your insurance payment. He does not feel that this should be a factor and he is going to enter legislation to change this.

Mr. Navarro will be at our May meeting to bring us up to date on the status of the bill and to share more information.

4. **Order of Business:**

- a. Treasurer's report – L. Reynolds presented the January 2017 Treasurer's report. She will send it electronically for inclusion to the record. J. Brainard made a motion to accept the report. A. Filmore seconded the motion. The motion was carried.
- b. Secretary's report – C. Kinnick presented the January 2017 Secretary's report. B. Greenawalt made a motion to accept the report. P. Rice seconded the motion. The motion was carried.
- c. Other committees – no other committee reports were submitted.

5. **President's reports and announcements:**

- a. Arbitrations and Community issues throughout the State
- b. St. Jones Landing Final Update before executive action
- c. Legislative issues 2017
- d. Caroling on the Circle recognition Feb 7, 2017 at Sussex County
- e. Saturday January 28, 2017 – DMHOA event: Middletown, DE  
Middletown Library meeting 10 a.m. to 1 p.m. Subject "Rights of Manufactured Homeowners & Landlord/Tenant laws.
- f. HOA additions (Donavan-Smith, VillageBrook, & Sandhill Acres

6. **OLD BUSINESS:** J. Brainard made a motion to delay discussion of the By-Laws until March. M. Blackhard second the motion. Motion was carried.

7. **New Business**

- a. DEMHRA next meeting – March 2017
- b. DMHOA next meeting March 27, 2017
- c. Newsletter is in draft working on first issue release for 2017
- d. MAD AWARD requirements will coming out in Mid-March 2017
- e. Floor open for comments/discussion – Insurance Commissioner will be back May 22.
- f. 50/50 drawing – Total \$92.00; Winner \$46.00; Host \$46.00
- g. Meeting Adjourned at 8:30 p.m.

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DMHOA  
 Agenda for Monday  
 March 27, 2017

Meeting called to order at 6:30 p.m.

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amado	Fund Raising	X	
Jerry Brainard	Web Master		X
Beth McGinn	DMHRA		X
Vinny Rice	Grants	X	
Leonard Sears	Sussex Co. Rep	X	

- d. Pledge of Alliance/ Silent Prayers for Troops, Members of Blue, Fire, EMT & All the flood & Fire victims across the US and the loss of Jack Meyers, former Sussex County Representative.
- e. **Order of business:**
  - a. Reading and approval of Treasure’s report: L. Reynolds read the February report. She will provide electronically to become part of the records. M. Blackard made a motion to accept the report. T. Feretty seconded the motion. Motion was accepted by all.

- b. Reading and Approval last meeting minutes: P. Rice made a motion to accept the minutes as provided. L. Reynolds seconded the motion. Motion was accepted by all.
- c. Report from Webmaster: No report
- d. Report from DEMHRA representative: No report
- e. Report from Fund raising Chairman: R. Amadio updated the success of the two Grotto Pizza events. Next fundraiser is Applebee's Pancake Breakfast. DMHOA is asking that all HOA presidents to take some tickets and sell them. Also, we will need some helpers. He has a sign-up sheet at the back table. On May 25 there will be a Community Pizza night at both the Seaford and Long Neck Grottos. BBQ and yard sale at the American Legion #28 will be on Aug 12. The event will include a cooler filled with refreshments. Tickets for cooler \$5 each or 3 for \$10.
- f. Report from Grant Chairman: V. Rice is working on various county grant possibilities. Each county has different ways of giving grants. B. Kinnick discussed the situation of CLASI. Brian Ig stated that his grant money is going to be hacked and he will send some information to B. Kinnick to share with the organization.
- g. President reports and announcements
  - g.i. Status of DEMHRA findings/ DOJ updates – meeting 2 weeks ago.
  - g.ii. Arbitrations and Community issues throughout the State – 5 arbitrations ongoing. 3 KDM (Briarwood Manor, Mobile Gardens and Donovan Smith) and 2 up north.
  - g.iii. St Jones Landing Final update before executive action – lawsuit B. Kinnick is willing to share off line with anyone that would like more information.
  - g.iv. DEHMRA meeting April 2017
  - g.v. Legislative issues 2017 - B. Kinnick thanked all that contacted their Legislators about the upcoming bills.

HB44 – Kowalko and Carson want it pulled.

SB23 – Wednesday going to the floor.

g.vi. Food Drive – if you have a food drive in your community please affiliate with a local Food Bank.

h. Unfinished business (By-Laws review moved to Apr 2017 mtg)

f. **New Business**

a. DEMHRA next meeting – Apr 2017 no specific date posted.

b. Discuss assistance for the Committees –

b.i. HOA – 4 new HOAs since January 2017 (3 in Sussex and 1 in New Castle)

b.ii. Members at large – Memberships are coming in pretty steady. Database is growing and will be used to share information with all that have supplied email addresses.

b.iii. Regional County reps – L. Sears has been doing East/West. Need help for the rest of the state.

b.iv. News Letter – Electronic twice a year. M.A.D Gazette News. M.A.D. Award working on the requirements for HOA, Member At Large, Member of an HOA

b.v. Legislation – Legislature has been back to work for about a week so we need to keep the pressure on.

c. **Next DMHOA meeting April 24, 2017**

d. **Floor open for comments/ discussion:** HOA asked if B. Kinnick would be willing to come and be a guest speaker to tell the DMHOA story. He stated that he was willing to come to any HOA meeting and share information.

e. 50/50 drawing: \$48 to winner (18 donated back to the Association) and \$49 to Angola Beach & Estates.

g. Meeting Adjourned at 8:15 p.m.

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DMHOA  
 Agenda for Monday  
 March 27, 2017

Meeting called to order at 6:30 p.m.

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amado	Fund Raising	X	
Jerry Brainard	Web Master		X
Beth McGinn	DMHRA		X
Vinny Rice	Grants	X	
Mike Gray	Advisor	X	
Leonard Sears	Sussex Co. Rep	X	

- h. Pledge of Alliance/ Silent Prayers for Troops, Members of Blue, Fire, EMT & All the flood & fire victims across the US and the loss of Robert Filmore, husband of Anne Filmore, Secretary of Angola Beach Estates.
- i. **Order of business:**
  - a. Reading and approval of Treasurer’s report: L. Reynolds read the March report. She will provide electronically to become part of the records. M. Gray made a motion to accept the report. P. Rice seconded the motion. Motion was accept by all.
  - b. Reading and Approval last meeting minutes. R. Amadio made a motion to accept the minutes as provided. B. Smemkowski seconded the motion. Motion was accepted by all.
  - c. Report from Webmaster: No report
  - d. Report from DEMHRA representative: No report
  - e. Report from Fund Raising Chair: R. Amadio updated on fundraisers. Applebee’s Pancake Breakfast fundraiser was cancelled due to lack of ticket sales. On May 25, 2017 from 4-9

p.m., there will be a Community Pizza night at both the Seaford and Long Neck Grottos. BBQ and yard sale at the American Legion #28 will be on Aug 12 from 8-2 p.m. Hamburger, hotdogs, soda and chips. No other food vendors will be there. The event will include a cooler filled with refreshments. Tickets for cooler \$5 each or 3 for \$10. We will need help to do the cooking and the selling.

- f. Report from Grant Chairman: V. Rice is working on various county grant possibilities. Each county has different ways of giving grants. V. Rice has written to New Castle County representatives (13) seeking grant money.
- g. President B. Kinnick reports and announcements
  - g.i. Status of DEMHRA findings/ DOJ updates – meeting 2 weeks ago.
  - g.ii. Arbitrations and Community issues throughout the State – 5 arbitrations ongoing. 3 KDM (Briarwood Manor, Mobile Gardens and Donovan Smith) and 2 up north. There is some changes in the arbitration process and we are learning how each of the new arbitrators works. L. Reynolds asked approximate time that it takes for arbitration. He explained each step with the allotted time. It was explained that we don't change lawyers but that the lawyers are controlled by the DOJ. There was concern voiced as to the fact that the arbitrators are not seasoned and that they learn on our dime. There are 3 communities that are up for sale. B. Kinnick has been getting a lot of calls because of confusion as to what the letters mean.
  - g.iii. St Jones Landing Final update before executive action – lawsuit B. Kinnick is willing to share off line with anyone that would like more information. Awaiting to be placed on the agenda in Kent County.

g.iv. DEHMRA meeting May 2, 2017 at 1:30 p.m.

g.v. Legislative issues 2017 - B. Kinnick thanked all that contacted their Legislators about the upcoming bills.

HB44 – TITLING BILL- DMHOA is against this bill. This bill is on the READY list.

SB23 – CAPITAL IMPROVEMENTS - This bill has been pulled back and is being reworded.

HB99 – TAX CODE CHANGES - This would change the time for the credit from 3 years to 10 years. This is on the READY list. This is out of Committee but it has not been placed on the agenda.

HCR2 – TASK FORCE TO REVIEW TITLE 25, CHAPTER 70

h. Unfinished business (By-Laws review moved to August 2017 mtg)

j. **New Business**

a. Speakers for May will be Corrinne Palladin and in June Trinidad Navarro.

b. President's meeting will be May meeting at 5:30.

c. Discuss assistance for the Committees –

c.i. HOA – 4 new HOAs since January 2017 (3 in Sussex and 1 in New Castle)

c.ii. Members at large – Memberships are coming in pretty steady. Database is growing and will be used to share information with all that have supplied email addresses.

c.iii. Regional County reps – L. Sears has been doing East/West. Need help for the rest of the state. He is asking for assistance because the volume of work is increasing and it is getting too much for one person.

c.iv. News Letter – M.A.D Gazette News – release date mid-May 2017



c.v. Legislation – Legislature back in session Tuesday, April 25, 2017

d. **Next DMHOA meeting May 22, 2017**

e. **Floor open for comments/ discussion:** M. Gray detailed some of the robberies that have occurred in the area. He also talked about the drug overdoses. There is going to be a meeting to discuss some of incidents. M. Gray was asked to participate in the formation of a municipality of Long Neck and Oak Orchard. There will be a meeting on 4/25/17 at Ocean Grill for brainstorming. There will be a meeting on May 1 at 6:30 with Ruth Briggs-King and Hocker at the Oak Orchard Fire Hall as a town hall meeting with their representatives.

f. 50/50 drawing: \$45 to winner (donated it back to DMHOA) and \$46 (total \$91.00) to Angola Beach Estates. B. Kinnick was reimbursed \$31 for bringing cookies to the meeting.

k. Motion was made by P. Rice to adjourn the meeting. C. Wolf seconded the motion. The motion was carried by all. Meeting Adjourned at 8:40 p.m.

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DMHOA  
Agenda for Monday  
May 22, 2017

Meeting called to order at 6:30 p.m.

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amadio	Fund Raising	X	
Jerry Brainard	Web Master	X	
Beth McGinn	DMHRA		
Vinny Rice	Grants	X	
Leonard Sears	Sussex Co. Rep		X

- i. Pledge of Alliance/ Silent Prayers for military members and first responders.
  
- m. **Order of business:**
  - a. Reading and approval of Treasurer's report: L. Reynolds read the April report. She will provide electronically to become part of the records. J. Brainard made a motion to accept the report. B. Smemkowski seconded the motion. Motion was accepted by all.

- b. Reading and Approval last meeting minutes: P. Rice made a motion to accept the minutes as provided. C. Wolf seconded the motion. Motion was accepted by all.
- c. Report from Webmaster: No report
- d. Report from DEMHRA representative: No report
- e. Report from Fund Raising Chair: R. Amadio reminder for the two Grotto Pizza nights on Thursday, May 25, 2017, 4-9 in Long Neck and Seaford.

BBQ and yard sale at the American Legion #28 will be on Aug 12, 2017. The event will include a COOLER OF CHEER filled with refreshments. Tickets for cooler \$5 each or 3 for \$10.

- f. Report from Grant Chair: V. Rice is working on various county grant possibilities. Each county has different ways of giving grants.
- g. President B. Kinnick reports and announcements
  - g.i. Status of DEMHRA findings/ DOJ updates – meeting 2 weeks ago.
  - g.ii. B. Kinnick will be checking with Wiedner College on Chapter 70.
  - g.iii. Arbitrations and Community issues throughout the State – 5 arbitrations ongoing. 3 KDM (Briarwood Manor, Mobile Gardens and Donovan Smith) and 2 up north.
  - g.iv. St Jones Landing Final update before executive action – lawsuit B. Kinnick – last review of the written documentation before the final and getting onto the docket.

g.v. Legislative issues 2017 - B. Kinnick thanked all that contacted their Legislators about the upcoming bills.

HB44 – Titling Kowalko and Carson want it pulled.

SB23 – Wednesday going to the floor.

\*SB47 - Right of First Offer

HB99 – Senior Tax Credit

\*HB131 – Escrow account

HCR2 – Taskforce Establishment

h. Unfinished business (By-Laws review moved to August 2017 mtg)

i.

n. **New Business**

a. DEMHRA next meeting – no specific date posted.

b. Discuss assistance for the Committees –

National Organization is going to provide a bus for trip to DC and talk to Senate and House to include Senator Warren. B. Kinnick meeting in June to plan for trip in July

Next month speaker Navarro

b.i. News Letter – Electronic twice a year. M.A.D Gazette News. M.A.D. Award working on the requirements for HOA, Member At Large, Member of an HOA

b.ii. Legislation – Legislature will be back to work next week so we need to keep the pressure on.

c. **Next DMHOA meeting June 26, 2017. Speaker will be Trinidad Navarro, State Insurance Commissioner.**

d. **Floor open for comments/ discussion:** M. Gray talked about the crime in Long Neck and the formation of Long Neck Strong. Be the eyes and ears of the police. If you see something, say something.

- e. 50/50 drawing: \$38 to winner (\$18 donated back to the Association) and \$39 to Angola Beach & Estates.
- o. P. Rice made a motion to adjourn the meeting. R. Amadio second the motion. The motion was carried. Meeting Adjourned at 8:15 p.m.

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DMHOA  
 Agenda for Monday  
 June 26, 2017

Meeting called to order at 6:30 p.m.

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amadio	Fund Raising	X	
Jerry Brainard	Web Master	X	
Beth McGinn	DMHRA	X	
Vinny Rice	Grants	X	
Leonard Sears	Sussex Co. Rep	X	

- p. Pledge of Alliance/ Silent Prayers for military members and first responders.
  
- q. Mitch Crane, Deputy Insurance Commissioner. Discussed two issues, Issue #1 was the increase requested by Windsor Mount Joy (requested 35% increase). Their justification was for excessive claims and a hurricane. The increase was capped by 15%.

Mr. Crane also provided a list of all current insurance companies that cover manufactured homes within Delaware. He also recommends that we shop around to make sure that we are getting the best rate. He also recommends that if we have any questions, we should contact their office.

HB80 was to stop the use of credit scores and the extra cost due to age. Compromises were applied; credit scores can still be used but they cannot use age, marriage status, economic turmoil, no medical factors (hospital bills). Bill passed the House will go to the Senate next week.

Question from the floor – liability insurance for events held within a Community sponsored by the HOA. L. Reynolds shared that her Community is using a company that is very reasonable. It is recommended for liabilities and omissions by the HOA Board. Mr. Crane stated that if there are additional questions to just call the office.

Question from the floor – if the HOA has an event and someone gets injured. First line of defense is to check the owner of the property.

r. **Order of business:**

- a. Reading and approval of Treasurer’s report: L. Reynolds read the May report. She will provide electronically to become part of the records. J. Brainard made a motion to accept the report. R. Amadio seconded the motion. Motion was accepted by all.
- b. Reading and Approval last meeting minutes: L. Reynolds made a motion to accept the minutes as provided. P. Rice seconded the motion. Motion was accepted by all.
- c. Report from Webmaster: No report
- d. Report from DEMHRA representative: No report
- e. Report from Fund Raising Chair: BBQ and yard sale at the American Legion #28 will be on Aug 12, 2017. The event will include a COOLER OF CHEER filled with refreshments. Tickets for cooler \$5 each or 3 for \$10. Spaces are \$20 each
- f. Report from Grant Chair: V. Rice is working on various county grant possibilities. Each county has different ways of giving grants. The Chair is working all the grant avenues that he can find and he ask that if you see any available grant opportunities to contact him.
- g. President B. Kinnick reports and announcements

- g.i. Status of DEMHRA findings/ DOJ updates – Next DEMHRA meeting July 24, 2017. B. Kinnick has not seen any results from DOJ submittals.
- g.ii. B. Kinnick will be checking with Widener College on Chapter 70. No action.
- g.iii. Arbitrations and Community issues throughout the State – 5 arbitrations ongoing. 3 KDM (Briarwood Manor, Mobile Gardens and Donovan Smith) and 2 up north.
- g.iv. St Jones Landing Final update before executive action – lawsuit B. Kinnick – Court date for September 5, 2017.
- g.v. Legislative issues 2017 - B. Kinnick thanked all that contacted their Legislators about the upcoming bills.

HB44 – Titling bill on ready list.

SB23 – Capital Improvement – Probably will not get out of the Senate because it has not let Committee.

\*SB47 - Right of First Offer passed the Senate went to Committee. Didn't get out of Committee because they did not have a quorum. Some of the representatives walked out of Committee.

HB99 – Senior Tax Credit

\*HB131 – Escrow account Bill on ready list

HCR2 – Taskforce Establishment,. This does not look like it will pass because the Landowners are trying to fill the bill with junk.

- h. Unfinished business (By-Laws review moved to August 2017 mtg)

s. **New Business**



- a. Housing meeting on July 12, 2017 to meet with representatives from DC to discuss housing issues. Please contact B. Kinnick if you are interested in attending.
- b. Discuss assistance for the Committees – Still asking for assistance for all committees.
- c. News Letter – Electronic twice a year. M.A.D Gazette News. M.A.D. Award working on the requirements for HOA, Member At Large, Member of an HOA
  - c.i. Legislation – Legislature will be back to work next week so we need to keep the pressure on.
- d. **Next DMHOA meeting July 24, 2017.**
- e. **Floor open for comments/ discussion:** L. Sears spoke reference need to help with the various committees and need to regional leaders.
- f. 50/50 drawing: \$46 to winner (\$22 donated to the Host and \$23 to the Association).
- t. A. Filmore made a motion to adjourn the meeting. J. Brainard second the motion. The motion was carried. Meeting Adjourned at 7:40 p.m.

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DMHOA  
July 24, 2017

Meeting called to order at 6:40 p.m.

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amadio	Fund Raising	X	
Jerry Brainard	Web Master		X
Beth McGinn	DEMHRA		X
Vinny Rice	Grants	X	
Leonard Sears	Sussex Co. Rep	X	

8. Pledge of Allegiance/Silent Prayer for military members and first responders.
9. **ORDER OF BUSINESS:**
  - u. **Treasurer's Report:** L. Reynolds read the June report. She will provide report electronically to Secretary to become part of the records. P. Rice made a motion to accept the report. M. Lhotsky second the motion. The motion was accepted by all.
  - v. **Secretary's Report:** R. Amadio made a motion to accept the June report as submitted. L. Sears second the motion. The motion was accepted by all.
  - w. **Web Master's Report:** No report
  - x. **DEMHRA Report:** No Report
  - y. **Fund Raising Report:** R. Amadio reported that the check from Grotto Pizza fundraiser has been received in the amount of \$482.94.  
The BBQ/Yard Sale fund raiser on Aug 12, 2017 is still on. The COOLER OF CHEER is getting filled but we are still in need of donations. Ticket sales are moving and we are still looking for yard sale people to purchase slots.
  - z. **Grants Chair Report:** With the budget cuts (20% across the board) our allotment may be around \$1100. Still looking for any grant opportunities. The AARP Grant has very extensive documentation which was too much for this year's application but will pursued next year.
  - aa. **President's Report:**
    - g. Status of DOJ updates/Widener College – B. Kinnick spoke to the CP Unit and they state that they are on track within 90 days of getting complaints into the system. CP Unit will be losing 1 attorney for maternity leave, Sussex Co has 2 investigators.
    - h. Arbitrations and Community Issues throughout the State – There are 4 communities in arbitration. Pot Nets has won their arbitration.
    - i. St Jones Landing Law suit – There is a court date set for Sept 6, 2017
    - j. DEMHRA – next meeting is July 27, 2017 at 1:30 p.m.
    - k. Legislative Issues 2017 (Pending 2018 session) – No bills were passed in the 2016-2017 session.

- a. \*\*HB44 – Titling Bill (On House Ready List)
- b. SB23 – Capital Improvements (Senate Committee)
- c. HB99 – Tax Code Changes
- d. HCR2 – Task Force to review Chapter 70, Article 25 (Waiting Senate Approval)
- e. \*\*HB131 – Escrow accounts (On House Ready List)
- f. SB47 – Right of First Offer (trying to get this out of the Committee)

10. **OLD BUSINESS:**

- a. By-Laws review moved to August 2017 mtg
- b. MHAction trip schedule July 12, 2017 to meeting with our State representatives and MA Senator Elizabeth Warren in Washington, DC. It was successful and we made some great contacts. We also met people with similar issues that we have in Delaware.

11. **NEW BUSINESS:**

- h. Floor Open for Comments/Discussion
  - (1) Tax Exempt submission – C. Kinnick explained the difference between 501(c)3 and 501(c)4. HOA are more in line with the requirements of the 501(c)3 process because the HOAs are not charitable and would not be held to the standard outlined in 501(c)4 application. (c)4 must give funds to other agencies whereas the (c)3 are not required to give money away for charitable actions. Also the cost differential is \$50 for the (c)4 vice \$250. + costs and a very lengthy approval time. Highly recommend that all HOAs submit their application.
  - (2) P. Rice stated that LongNeck Strong will meet August 22 time TBD; subject will be Medicare Cuts; Lingo Apts behind Grottos.
- i. 50/50 Drawing – Total of \$95.00 (\$48.00 to winner 1/2; \$23.00 to Host 1/4; \$24.00 to DMHOA 1/4)

- 12. **ADJOURNMENT:** T. Hutchins made a motion to adjourn. R. Ray second the motion. Motion was carried by all present. Meeting adjourned at 7:30 p.m.

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COOL BRANCH HOME OWNERS ASSOCIATION (CBHOA)  
August 14, 2017

**CALL TO ORDER:** Meeting called to order at 6:30 p.m., conducted the pledge of allegiance and a moment of silence for men and women in uniform.

**ROLL CALL OF EXECUTIVE BOARD AND BOARD OF DIRECTORS:**

NAME	POSITION	PRESENT	ABSENT
Chuck Wolf	Executive Board President	X	
Sam Hummer	Executive Board Vice President	X	
Connie Kinnick	Executive Board Secretary	X	
Jerry Brainard	Executive Board Treasurer	X	
Milton Wolfe	Board of Directors	X	
Chuck Bensavage	Board of Directors	X	
James Brown	Board of Directors	X	
Bill Kinnick	Board of Directors	X	
Sara Gannett	Board of Directors	X	

**TREASURER'S REPORT:** J. Brainard provided the Treasurer's reports electronically to become part of the minutes. B. Johnson asked what the cost was for filing 501(c)4 was, J. Brainard stated it was \$50.00. J. Brown made a motion to accept the report as read. B. Johnson second the motion. The motion was carried.

**SECRETARY'S REPORT:** C. Kinnick provided the Secretary's report. J. Brown and J. Brainard corrected the number of members listed in the July 10, 2017 minutes from 108 to 48. W. Johnson made a motion to accept the report. J. Sandanato second the motion. The motion was carried.

**COMMITTEE'S REPORTS:**

a. WELCOME, HEALTH AND WELLNESS (MILTON WOLFE): Three (3) new members have joined the Association.

b. FUNDRAISING (CHUCK BENSAVAGE/JAMES BROWN): The Board of Directors has agreed that there would be a 50/50 at each meeting.

c. MEMBERSHIP (CHUCK BENSAVAGE/JAMES BROWN): We currently have 48 members. As a reminder the current memberships expire on June 30 and new dues will be accepted beginning on July 1. Thirty-five (35) renewals have been received to date. C. Wolf has created a sign to be placed at the CBHOA Bulletin Board in the Mailbox area to remind everyone that membership renewal is due.

d. NOMINATIONS/ELECTIONS (CHUCK BENSAVAGE/JAMES BROWN): We are starting the push for the election cycle. The elections are in the fall.

e. LEGAL (BILL KINNICK): B. Kinnick is working on the SOP for the Legal Fund. The DRAFT will be shared and worked on by the Executive Committee.

f. LEGISLATIVE (BILL KINNICK): B. Kinnick states that there is not much action right now with the DOJ but there are still 5 bills that need to be addressed by the Legislature. The 5 bills of interest to DMHOA HSCR (Taskforce establishment); HB131 (Escrow Account for Arbitration – long term) this establishes an interest bearing account that the owner cannot touch until the arbitration is complete; SB23 (Capital Improvement vs Maintenance); HB44 (Titling) DMHOA does not support this bill.

g. BY-LAWS (BILL KINNICK): The By-laws were updated but it was discovered that within the Tax-Exempt umbrella that Home Owners Associations fall under 501(c)(4) vice 501(c)3.

h. EVENTS (ALL BOARD OF DIRECTORS):

1. COMMUNITY PARADE – With success of the July 4 parade, it was suggested that a Halloween parade be organized. The Board of Directors will discuss this option at their next meeting.

2. AMERICAN FLAGS - There are still American Flags for sale.

3. COMMUNITY POOL CLOSING PICNIC – We still plan on having our pool closing picnic in September. B. Johnson is the primary POC and N. Wolfe is the co-chair. The picnic will be held September 4, 2017 from 1-4 p.m. The flyer has been posted and it will also be posted on the CBHOA Facebook page and Nextdoor. There will be hamburgers, hotdogs and water provided everyone else is expected to bring a side dish and any special drinks. B. Johnson asked that everyone please send her an email or call letting her know what each resident will be bringing and approximate number of attendees.

4. J. Brainard reminded all about the special Food Drive that CBHOA was sponsoring with our two National Junior Honor Society students.

**BLOCK CAPTAINS**- CBHOA has had a few people sign up as Block Captains but we have not be able to make contact so we can review the SOP which will help the Block Captains with their mission.

**NEWSLETTER**- Approved minutes will be posted on CBHOA Facebook page and Nextdoor.

**PRESIDENT'S COMMENTS/REPORT:** C. Wolf reiterated that the pool policy is that anyone entering the pool must have proper identification that they are a resident and that any guest must be accompanied by the resident. All children under the age of 15 must be accompanied by an adult.

C. Wolf explained the tax-exempt situation and that we are awaiting our final approval documentation from the IRS. C. Kinnick will monitor the application.

C. Wolf explained that DMHOA would be cooking and feeding all attendees at the meeting on August 28, 2017 that would be held at the American Legion #28 in Millsboro.

**OLD BUSINESS:** C. Kinnick reported that no approval had been received to date from the IRS for the 501(c)4 application.

**NEW BUSINESS:**

J. Brainard provided status of the new 4-way stop in the Pines (Graham Branch/Long Branch), the Maintenance staff has ordered the stop signs.

There was discussion about getting more residents to participate in the utilization of our CBHOA Facebook page and to Cool Branch Nextdoor. It is still recommended that all complaints be put in writing and be submitted to Management for resolution. By the complaints being in writing, it is easier to track and follow-up. The complaint form is in an electronic format. J. Brainard has the electronic form and he will share it with the other members of the Executive Board.

**ANNOUNCEMENTS:** There are still CBHOA hats and T-shirts available for purchase. They are available in sizes small to 5X.

The 50/50 winner was B. Kinnick. Total collection was \$38.00 with \$19.00 to the winner which was donated back to the CBHOA.

**ADJOURNMENT:** Next meeting is on September 11, 2017 at the Community Pool. J. Brown made a motion to adjourn the meeting. J. Wolf second the motion. The motion was carried. Meeting was adjourned at 7:40 p.m.

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DMHOA  
November 20, 2017

A Meeting called to order at 6: p.m.

NAME	POSITION	PRESENT	ABSENT
William A. Kinnick	President	X	
Vacant	Vice President		
Constance E. Kinnick	Secretary	X	
Lillian Reynolds	Treasurer	X	
Ron Amadio	Fund Raising	X	
Jerry Brainard	Web Master	X	
Beth McGinn	DEMHRA		X
Vinny Rice	Grants	X	
Leonard Sears	Sussex Co. Rep		X

13. Pledge of Allegiance/Silent Prayer for Troops, Members of Blue, Fire, EMT.

14. **ORDER OF BUSINESS:**

- ab. **Treasurer's Report:** L. Reynolds read the October report. She will provide report electronically to Secretary to become part of the records. J. Brainard made a motion to accept the report. C. Fritz seconded the motion. The motion was carried.
- ac. **Secretary's Report:** Secretary's minutes for the September meeting were submitted. J. Brainard made a motion to accept the report. P. Rice seconded the motion. The motion was carried.
- ad. **Web Master's Report:** New person taking care of the web. John Matyjewicz is the new WebMaster. J. Brainard and C. Kinnick will continue to maintain the DMHOA Facebook presence.
- ae. **DEMHRA Report:** No report. There is a meeting on December 12, 2017 at 1:30 p.m.
- af. **Fund Raising Report:** R. Amadio provided check from Grotto's \$202.95 Long Neck fundraiser. There will be another fundraiser at both the Seaford and Long Neck Grotto's on November 27, 2017.

The monies collected from the meal ticket fundraiser were provided to the Treasurer in the amount of \$442.00.

- ag. **Grants Chair Report:** We have already received the grant from the State. Funding from the state is reflected in Treasurer's report. V. Rice is working all opportunities.
- ah. **President's Report:**
  - l. Arbitrations and Community Issues throughout the State
  - m. St Jones Landing Law suit. Lost case was appealed November 27, 2017. First filing on appeal.
  - n. Next DEMHRA meeting December 2017 (either 5<sup>th</sup> or 7<sup>th</sup>). R. Ray provided the latest on the next meeting on December 12, 2017 at 1:30 p.m.

- o. DOJ face-to-face meeting and tours of 4 communities.
- p. Partnership Memorandum of Understanding was finalized with the LLHC.
- q. Discussion with the Oversight Commission and the meeting with the Housing Department.
- r. Legislature agenda for 2018. Formation of the Strategic Planning Group
- s. NMHOA & MHAction Conference Call

**15. OLD BUSINESS:**

November DMHOA nominations for election (floor is open for nomination). There was a discussion that the positions of President, Vice President, Secretary and Treasurer are up for election. B. Kinnick has stated that he will run as President. The Vice President position is vacant. C. Kinnick would like to not run for Secretary because she wants branch out to work more with legislative issues. L. Reynolds has agreed that she will continue as treasurer unless someone else steps up.

**16. NEW BUSINESS:**

- j. The G.A.M.E = Give Advocate Mentor and Educate.
- k. The Legislative Calendar was provided to the attendees. The calendar will be posted on the website. B. Kinnick is asking for massive 'red shirt' attendance during the January assembly.
- l. The 2018 DMHOA schedule was provided and it will be published on the webpage.
- m. Christmas/Holiday event for December 18, 2017. This is a potluck. Doors will be open and 6:00 p.m. and we will eat at 6:30 p.m.
- n. Food Drive in the month of December. Please encourage and gather from your Communities. Please send an email to B. Kinnick for collection and he will drop all items to the county (Georgetown). B. Kinnick will send out an email to the Presidents.
- o. Floor open for comments/discussion
- R. Amadio stated that there are some community Christmas parade and light shows. The Long Neck Business Association will have Santa arrive on November 28, 2018. Both of these events will be on the webpage and also be provided to J. Brainard for posting to DMHOA Facebook.
- P. Rice asked about the small community (Timber Lake) that is across from the Long Neck Grotto. At this time, there is very limited information and no official actions have been done by the Landowner as to notification to the RTA, etc.
- p. 50/50 Drawing amount was a total of \$66.00. The winner received \$33.00. The winner donated the winnings back to DMHOA.

- 17. ADJOURNMENT:** M. Blacker made a motion to adjourn the meeting. P. Rice seconded the motion. Motion was carried and meeting adjourned at 7:30 p.m.



