

**Corrotoman-By-The Bay Association, Inc.**  
**Board of Directors Meeting Minutes**  
**11:30, Saturday 29 August 2020**

**Pavilion Area Outdoor meeting or Indoor Social Distancing Meeting w/ZOOM Dial-in**

**Call to Order:** Deb Beutel, President *Called meeting to order at 11:30 p.m. outdoor social distancing in Pavilion and via ZOOM*

**Announcements from Board:** *None*

**Member Input:** *None*

**Secretary's Report:** *Motion to approve 14 March Meeting Minutes made by Lea Gallogly, seconded by Don Smith, Sam Longstreet Abstained, Minutes Approved. Motion to approve 11 July Minutes was made by Lea Gallogly, seconded by Lisa Adler, and Unanimously Approved.*

**Treasurer's Report:** Lea Gallogly – *Motion to Approve August Treasures Report made by Lisa Adler, seconded by Cristian Shirilla, Unanimously approved.*

**No Committee Reports this Month:**

Since this is an added meeting in order to conduct urgent business, with the exception of Minutes and Treasurer's report, additional committee reports will resume at the September meeting.

**Old Business:**

1. Update status and schedule of remediation efforts of all four Corrotoman Extended Project affected property owners current plans. *See attached reports provided by Jeff Craven*
2. Selected President will charter committees IAW the Declaration and By Laws.
3. Please forward proposed Survey Monkee Questions to [CBTBay@gmail.com](mailto:CBTBay@gmail.com) no later than 30 September so we can review a Draft Survey for Approval at 10 October Meeting.

**New Business:**

1. *A decision to execute Bulk Head Repair was postponed until additional information can be obtained.*
2. *A decision was made to conduct review of the Draft Reserve Study at a separate meeting.*

**Next Meeting:** Board Meeting Saturday 12 September 2020, 9:00 a.m.

**Motion to Adjourn to Executive Session:** *Motion to adjourn Regular Meeting and enter Executive Session was made by Don Smith and seconded by Ian Fay, unanimously approved at 12:21 p.m.*

1. Collections
  - a. Need to Cancel Current Collections Policy as it is not legally binding
  - b. Approved a new Collections Process
    - i. Letters sent to all delinquent owners on a monthly basis by Sentry Mgt.
    - ii. Committee to review and recommend owners to forward to collections
      1. After sent to collections, no further communications with either CBTB or Sentry will occur
  - c. Review proposals received
    - i. VA Law Mart
    - ii. Gordon & Reese (incumbent)
    - iii. Tarley Robinson
2. Election of Officers in Executive Session
3. Bulk Head/Dredging Proposal
  - a. Two proposals received

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- b. Need to be reviewed and approved  
4. Club House Electric Proposal Review

**Motion to Adjourn Executive Session and return to Regular meeting:** *Motion to Adjourn Executive Session and return to Regular meeting was made by Lisa Adler and seconded by Kevin McNair and unanimously approved at 1:41 p.m.*

**Motion to adjourn Regular Meeting:** *Motion to adjourn made by Cristian Shirilla, seconded by Kevin McNair, unanimously approved at 1:43 p.m.*

**Board Member Terms**

Lisa Adler (2018-21)	Deb Beutel (2020-2023)
Jean Ehlman (2018-21)	Ian Fay (2018-2021)
Lea Gallogly (2020-2023)	Sam Longstreet (2019-22)
	Kevin McNair (2019-22)

Cristian Shirilla (2019-22)

Don Smith (2020-2023)

**Proposed Schedule of Meetings**

12 September 2020  
10 October 2020  
14 November 2020  
12 December 2020  
9 January 2021  
13 February 2021  
13 March 2021  
10 April 2021  
ANNUAL Meeting Sunday 2 May 2021

# CBTB Sign In

## 29 August 2020

"Honesty and transparency make you vulnerable. Be honest and transparent anyway".

Mother Teresa

Name	email
Colle Huffert	Shonmom678@aol.com
Warren Ryan	WR4AW1464@GMAIL.COM
Kathy Craven	K.craven2@verizon.net
JJ Kelly	
Ed Hill	ejk@carrollmavery.com
Doug Howe	thesholebhermits@gmail.com
JAMES KELLY	JIMMYT86@HOTMAIL.COM
Bob Buerus	bobcrzwar@AOL.COM
Jean Ehlman	JEHNORNECK@aol.com
Bill Ehlman	" "
DON SMITH	BUYINGMYTIME60@YAHOO.COM
SAN LONGSTREET	<del>SB</del>
Christian Sherilla	
Lisa Carl	lkadler@cox.net
KEVIN MACNAIVE	masilniveka.comcast.net

8/29 Committee on Corrotoman Extension Erosion Control Report.

- Committee, comprised of Kevin McNair Ed Krill and myself are working with the affected homeowners to develop a plan to protect Corrotoman Extension from erosion risk.
- All four affected homeowners are now engaged and we met with two contractors on 8/17. (Deb and Lea joined).
- Earth Resources and Ransone Contractors are both recommending a combination of tree removal, roughly 6' of Rip-Rap and grading to stabilize the slope. Some type of fast growing planting is also anticipated.
- There is general agreement among the homeowners that something needs to be done; issue is risk assessment, cost and willingness to pay.
- We hope to get started soon, by finalizing plans and seeking permits for the lots not yet permitted. (We are looking at Lot 7a (CBTB's lots to see if it needs to be rip-rapped) (Rip-Rap is about 85% of the cost of each lot's restoration/work budget.
- The Board has followed up with the agency (Brian Barnes) that needs to approve tree removal and that approval process is underway. We will expedite it as best we can.
- Committee will report to the Board shortly. We hope to encourage the Homeowners to use the same contractor, for continuity and cost efficiency, as well as managing wear and tear on the road.
- Our recommendations will be guided by the professionals' advice.

Note, when questioned, I acknowledged that K. Nix's budget of \$25,000 will almost assuredly not be adequate to support the costs associated with making the safety improvements and taking the erosion control measures that the Contractors believe to be appropriate to address the erosion issues associated with her lot. Her lot is the most affected by erosion already.

Jeff Craven