

Minutes of Corrotoman-By-The Bay Association, Inc.
Board of Directors Meeting, Saturday, June 12, 2019

Board Members Present: Sam Longstreet (by phone), Cristian Shrilla, Deb Beutel, Susan Lindeman, Lea Gallogly, Jean Ehlman, Ian Fay (by phone), Kevin McNair

Members: Bill Ehlman, Ed Krill and Joe Dickens

Call to Order: By President Deb Beutel at 9:08 am

Announcements: From Deb Beutel: she has spoken with Mike Stevens regarding his concerns over a recently approved structure in the neighborhood, with a positive response.

Member Input Session: Bill Ehlman questioned whether we have a fully appointed secretary. Deb responded that we do not. He is concerned that we are putting the association at risk by not having an appointed secretary. Deb responded that we now have two Vice Presidents and will always have someone appointed to take minutes.

Bill also provided input regarding Corrotoman Drive Extended, reminding that we are only asking homeowners & CBTB Association to accept their responsibility regarding maintaining their property so that CBTB assets (road & right of way) are not damaged.

The next question Bill surfaced was around animals. He provided history that goats were brought in to tackle the kudzu on the hill across from the clubhouse, then they were eliminated because they were not allowed under the covenants. He has asked that we keep that in mind where the current issue has arisen regarding other animals in the neighborhood.

Secretary's Report, Susan Lindeman (substitute): Susan will re-send the March, 2019 to all Board members.

Treasurer's Report, Sam Longstreet: Reports have been submitted. Of note, regarding the request to move \$25k from Sonabank savings to the reserve, we have \$91,330 currently in savings, less a \$3,800 outstanding check for insurance. Forecast expenditures for the remainder of the year would be \$35k, leaving \$52k in savings. The remainder to be funded to reserve will take place later in the year.

Ian questioned the deposits to the reserve fund and the fact that we are not funding the amount needed based on the reserve fund study – that we are required to fund that amount. Deb explained that shortfalls have been the result of unexpected expenditures such as pool repairs that have impacted the amount that can be contributed to the fund.

Ian emphasized the need to comply with the Reserve Report to insure that we are in compliance with yearly funding required.

Deb suggested that charts be created starting in March, 2015 to show what has been contributed and what was spent from the reserve fund to show where the money has gone.

Ian has agreed to take the lead in constructing the history of the Reserve Fund.

Jean Ehlman moved to approve the Treasurer's report. Cristian Shirilla seconded. Motion was passed.

Committee Reports

Architectural Report: Lea Gallogly, Chair: Lea provided a new spreadsheet showing what requests have been submitted year to date, and what has been closed out. Report is attached. Complaints have been received regarding trash dumping on others' lots. Without proof, the association cannot take action. Furthermore, trash dumping on private property is not something that the Board can "police." Lea will continue to produce the report for each Board meeting, and will be attached to the minutes.

Regarding the Gallogly request to build an open sided structure for RV storage, Deb suggests that we approve this request.

Jean Ehlman moved to approve the structure as was previously approved by the committee. Cristian Shirilla seconded. Lea Gallogly recused herself from the voting. Motion passed..

Regarding the Shirilla request for waiver regarding allowing chickens in CBTB. Chickens already exist on Pine Place and West Highview. Lea Gallogly has produced a list of regulations for having chickens (attached). Requests for waiver would need to be submitted to the architectural review committee, along with the number of chickens requested and waste removal procedures.

Susan Lindeman moved to accept the motion to allow chickens based on approval by the architectural committee. Lea Gallogly seconded. Cristian Shirilla recused himself from voting. Motion passed.

Capital Reserve: Jean Ehlman, Chair: \$75,114 is currently in the account. The committee requests that \$25k be transferred from savings. The remainder will be transferred later in the year.

Jean Ehlman moved to accept the report; Kevin McNair seconded. Motion passed.

Collections: Bill Ehlman, Chair: \$18,500 remains outstanding prior to 2019. For 2019, \$23,300 remains outstanding. 78% have met their 2019 obligations, while 22% have not. Letters have gone out to those who have not yet paid; these are largely repeat offenders.

Communications: Tara Linne, Chair: Nothing to report.

Dock: Nothing to report

Finance Committee, Bill Ehlman, Chair: Corrotoman Drive Extended and pool upgrades are the primary focus currently.

Hospitality: Vacant, Chair: No report.

Nominating Committee: No report

Pool: Lisa Adler, Chair: Cristian Shirilla reported that the gate into the pool area can be pulled open by a child, no key needed. Cristian also reported that the wristband color needs to be changed yearly to make it easier to determine who has a current key.

Lisa provided a pool report which is attached. The pool fencing needs to be repaired. The committee requests permission to replace the fence. Cristian has requested that the gate be fixed as well due to magnet mis-alignment and potential liability of a gate easily opened without a key. Motion is made to allocate a maximum of \$1,200 to fix the fence and assess/fix the gate.

Lea Gallogly moved to approve the expenditure; Cristian Shirilla seconded. Motion passed.

Sam noted that volunteers refinished the diving board and it looks like new now. Kudos to our volunteers!

Roads & Grounds: James Allen, Chair: No report

Tennis & Golf: Jean Ehlman, Chair: 40 owners have signed up for the courts – the same number as last year. Please keep them locked at all times.

Old Business: Corrotoman Extended. Deb Beutel provided a recap of the discussion from the May 11 Executive session following the Annual Meeting.

Deb presented to the BOD the letter that she drafted coming out of the May 11 session that will go to all affected owners on Corrotoman Extended.

Deb then outlined the program that is available through the Virginia Tech/Master Gardeners program for Shoreline Evaluation. Deb has reached out to them regarding evaluating our Corrotoman Extended shoreline. She is trying to schedule them to come out next week to look at the shoreline in question. She will not advise them of the studies that have already been done. Deb will attach the details of the Virginia Tech program to the letter to affected homeowners as another option for them to consider.

Ed Krill has pointed out that Ben Burton should have an obligation to provide a statement regarding how he was directed to include lot 7 in the scope of work – that as a professional in his field, Mr. Burton should have refused to include the lot or should have noted in the report that it was his professional opinion that the lot did not need to be included in the study. Ian will reach

out to Ben Burton next week regarding changes that need to be made in his report regarding the mis-direction that he received.

New Business: Lea Gallogly – cleanup responsibilities. She would like for requests to be submitted in writing. Deb and Lea will work together for a message to go out in the next newsletter.

Jean Ehlman – reminded that the CBTB Association Board Meeting sign should be put out a week in advance of each meeting at the entrance to the neighborhood. James Allen typically does this but was on vacation this week.

Adjournment

Lea Gallogly moved to adjourn the meeting; Cristian Shirilla seconded. Motion was unanimously approved.

Meeting was adjourned at 10:50am.

The next Board of Director's Meeting is scheduled for Saturday, July 20 2019 at 9am.