

**Corrotoman-By-The Bay Association, Inc.**  
**Board of Directors Meeting Minutes**  
**9:00, Saturday 11 January 2020**

Dial-in (605) 475-4000 Access Code 124477#

**Meeting Called to Order:** by Deb Beutel, President at 9:10 a.m. Present were, Deb Beutel, Jean Ehlman, Ian Fay, Carol Greenwalt, Kevin McNair, Cristian Shirilla, On phone: Lea Gallogly, and Sam Longstreet

**Announcements from Board:** Please forward all issues and concerns regarding correspondence with Sentry Management Company to the [CBTBay@gmail.com](mailto:CBTBay@gmail.com) email

**Member Input: None**

**Secretary's Report:** Minutes from 14 December Meeting Reviewed and **APPROVED**, Motion to approve minutes made by Kevin McNair, Seconded by Carol Greenwalt, it was unanimously approved.

**Treasurer's Report:** Lea Gallogly presented Treasurer's Report, which was reviewed and **APPROVED**. Motion to approve made by Jean Ehlman and seconded by Ian Fay. Seven Yays and Sam Longstreet abstained.

**Collections:** This is now part of the Sentry report - they are providing with current monthly status reports.

**Capital Reserve:** Jean Ehlman, Chair No report.

**Finance Committee:** Bill Ehlman, Chair (Craig Adler, Sam Longstreet, Cristian Shirilla, Ian Fay) No report.

**Committee Reports:**

**Architectural Review:** Lea Gallogly, Chair. Architecture Report Reviewed. Mr. Butler requested a return of his \$1000.00 Road Deposit and he was instructed to forward a copy of his canceled check to Sentry Management in order to be reimbursed and update records appropriately.

**Communications:** Tara Linne, Chair Not Present, no report.

**Dock:** Rocky Boykin, Chair, Not present, no report.

**Hospitality:** Vacant Need Chair –

**Notional FY 2020 Social Calendar was socialized – sign up to host a single event**

**Saturday March 14<sup>th</sup> 7:00 pm:** Game Night in Clubhouse (BYOB and snack to share and join your neighbors for Game Night)

**Saturday April 18<sup>th</sup> 7:00 pm:** Join us for Movie Night in Clubhouse (BYOB and snack to share) Movie – TBD.

**Sunday May 3<sup>rd</sup> – CBTB Association Annual Meeting**

**Sunday May 24<sup>th</sup> CBTB Memorial Day Picnic**

**Saturday June 27<sup>th</sup> - CBTB First Annual Cardboard Canoe Races and Picnic**

**Saturday July 18<sup>th</sup> – CBTB Kayak Paddle**

**Saturday 8 August – CBTB Pickleball Clinic**

**Sunday September 6<sup>th</sup> – CBTB Labor Day Picnic**

**Saturday October 24<sup>th</sup> – CBTB 2<sup>nd</sup> Annual Trunk or Treat & Community Yard Sale**

**Saturday October 31<sup>st</sup> – CBTB 3<sup>rd</sup> Annual Halloween Party**

**Saturday December 5<sup>th</sup> – CBTB Holiday Party**

**Pool:** Lisa Adler, Chair - will have a pool committee meeting on Jan 28 at 7:30 pm via conference call.

**Roads & Grounds:** James Allen, Chair, Not present, Kevin McNair reported that Requests for proposals for groundskeeping was sent to several local vendors,

proposals are due by 31 January 2020.

**Tennis & Golf:** Jean Ehlman, Chair – No report.

**Old Business:**

1. Informal email notification was forwarded to all affected property owners on Corrotoman Extended Project on 3 January reminding those that were not participating in BDG project of 26 January Deadline to submit their Shoreline Erosion Mitigation Plan to the Board, and alerting them that formal responses to affected homeowners questions forwarded in response to the 26 July 2019 letter will be mailed out as soon as counsel review has been completed. – Deb Beutel
2. Transition of Financial Services to Sentry Management Company – please forward list of issues and concerns to [CBTBay@gmail.com](mailto:CBTBay@gmail.com) for consolidation and coordination with Sentry Management on resolution.
  - a. Sentry Management Payment, Checks are made payable to Corrotoman By The Bay and not Sentry Management. please update the mailing address for payments to be the lockbox:  
Corrotoman By The Bay  
PO Box 105302  
Atlanta, GA 30348
  - b. Hopefully everyone has received their account numbers soon. Please also list Lea Gallogly as the point of contact for account numbers, address updates, and contact information updates.
3. Status Update on Closeout of Rivers Accounting Services/Taxes Lea reported that all Virginia outstanding Tax documentation had been completed with Rivers Accounting, Signed and mailed – Lea Gallogly
4. Update on the \$250.00 raised at Holiday Party for Clubhouse renovations and upkeep – Deb Beutel

**New Business:**

1. Recommendation to raise Clubhouse rental fee for CBTB members to \$100.00 (\$50.00 refundable fee for cleaning deposit and charge of \$50.00 to use the clubhouse as a non-refundable usage fee to cover electricity and building maintenance and upkeep – all funds raised from clubhouse rental fees will be used solely for Clubhouse modernization and upkeep.) - Deb Beutel Voted on as part of approval of New amenities form see below.
2. Recommendation to increase CBTB Internet Provider Service Contract from \$39.95 per month to \$110.98. (this will increase the service to a 100/20 Mbps Service and provide bandwidth for the increased security cameras and access to free HOA training offerings for Board Members) Motion to approve made by Carol Greenwalt, seconded by Lea Gallogly, it was unanimously approved.
3. Draft 2020 Budget for Review – Lea Gallogly Budget was reviewed and Board members requested some changes – it will be modified and voted on at 8 February meeting.
4. Reminder that interested parties should submit Biography and reasons for desiring to become a CBTB Board Member NLT 1 March to [CBTBay@gmail.com](mailto:CBTBay@gmail.com) email or send to a Nominations Committee POC (Jeff Craven).
5. Review and Approve FY 2020 Amenities Form with revised club house fees as noted above. Motion to approve made by Carol Greenwalt, seconded by Lea Gallogly, it was unanimously approved.

**Request Motion to Close Regular Board Meeting and go into Executive Session:** Motion to go into executive session at 11:04 am made by Kevin McNair, seconded by Jean Ehlman.

**Executive Session:**

1. Discussion of pending legal issues with regard to collections efforts
2. Discussion of pending legal concerns with regard to Corrotoman Extended.

3. Discussion on Road Deposit Requirements.

**Request Motion to Close Executive Session and go back into Regular Board Meeting:** Motion close executive session and adjourn made by Carol Greenwalt and seconded by Lea Gallogly at 12:14, it was unanimously approved.

**Next Meeting:** Saturday 8 February 2020, 9:00 a.m.

**Motion to Adjourn:** Meeting adjourned at 12:14

**Board Member Terms**

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

**Proposed Schedule of Board Meetings**

8 February 2020

14 March 2020

18 April 2020 (slid a week due to Easter/Passover Holidays)

**3 May 2020 (ANNUAL Meeting - Elections) – Sunday 2:00 pm**

13 June 2020

11 July 2020

8 August 2020

12 September 2020

10 October 2020

14 November 2020

12 December 2020