

CORROTOMAN-BY-THE BAY ASSOCIATION, INC.
February 16, 2019 Board Meeting Minutes

The President, Deb Beutel called the meeting to order at 9:04am

BOARD ATTENDEES: Deb Beutel, Robert Bennett, Sam Longstreet, Jean Ehlman (by phone), Susan Lindeman, Leah Gallogly (by phone)

COMMUNITY MEMBERS PRESENT: Rocky Boykin, Brenda Biggs, Maria

ANNOUNCEMENTS: A meeting is scheduled for Saturday Feb. 23rd with Bay Design Group to answer questions regarding Corrotoman Extended. Meeting is at 9am. Call-in access is available.

MEMBER INPUT SESSION: No input

SECRETARY'S REPORT: 2 resolutions need to be attached to the minutes from the January 2019 meeting. Both were approved by the Board in Executive Session.

Motion to approve: Sam Longstreet

Second: Robert Bennett

Motion approved unanimously

TREASURER'S REPORT: Sam Longstreet

Of note: Minor expenses since the last meeting were focused around road repair. The remainder of expenses were routine monthly expenses. YTD shows a surplus of \$3,776. The balance sheet shows a reserve of \$68,010 which is expected to increase by approximately \$7k with a transfer of \$7k from the savings account by the end of the Fiscal Year (2/28/19).

Motion to approve: Susan Lindeman

Second: Robert Bennett

Motion approved unanimously

COMMITTEE REPORTS:

ARCHITECTURAL REVIEW: No Report

CAPITAL RESERVE: Jean Ehlman

The capital reserve account balance is currently \$68,010.

The capital reserve study stated that the current year-end balance should be \$122,879; the year-end 2020 balance should be \$150,103. The study specifies that \$42,539 should be added to the reserve account each year – which is roughly half of the collected dues based on 2019. Conversation ensued regarding incoming revenue vs. expected expenses based on the capital reserve study.

COLLECTIONS: Since January, we have collected an additional \$4,200. Per Vicki, 2020 dues are already coming in.

-- Bill Ehlman

COMMUNICATIONS: No report.

Deb Beutel reminded attendees that ballots for the annual elections should be distributed shortly. JJ has put the sign up at the entrance announcing the meeting it.

DOCK:

Rocky asked if we are still planning to change the locks at the dock. He will go ahead and order the keys (100), which have a 2 month lead time.

FINANCE: Bill Ehlman noted that the association has a number of significant expenditures on the horizon, including pool repair/upgrade (estimate of a possible \$200k) plus \$115k in additional Corrotoman extended expenses if affected owners don't pay their share. Bill also noted that to accurately reflect the expenses and

revenues associated with the legal collections process would involve different software which doesn't make sense for our association.

HOSPITALITY: No report. Still seeking a hospitality chair.

NOMINATING COMMITTEE: Deb Beutel reported that Rebecca Nelson will be resigning from the Board effective immediately. The Board will be going into Executive Session following today's meeting to determine how to move forward on replacing her.

Sam noted that there are 3 seats open (Sam, Chris and Robert) – all 3 of which have chosen to run for the Board again, along with Ian Fey and Kevin McNair.

POOL: Report deferred to March

Maria questioned the increase in the pool fees and whether the dues should be less for single people, and higher for those who rent their properties out. She believes that dues should be pro-rated (actually based on single residents vs. families vs. rental properties), and those with rental properties should be paying for those additional people.

TENNIS:

Per Jean Ehlman, we should circulate a message that if current key-holders don't pay their \$5 for this year, they need to surrender their key.

ROADS AND GROUNDS: Nothing to report

TENNIS, PICKLEBALL AND GOLF: jean

The courts are open for play when weather is good. Please keep the gate locked. The dock box, benches and chairs will be put on the courts in the spring when the weather improves.

Golf flags will be put on the greens in the spring. Please replace the flagsticks if you see them lying on the ground.

OLD BUSINESS:

Update on Pool Repairs

Pool Service

Both deferred to 3/9 meeting.

Review of part-time Maintenance Manager: Lisa and Leah worked to formulate a job description. Deb Beutel suggests having Rocky and JJ review the description. Susan Lindeman suggested spring and fall work days, with a list of project and ask for volunteers to spend a day working on projects. Deb Beutel suggested deferring to next months meeting. Leah Gallogly suggested that the list be used as a template of what needs to be done and when it needs to be done.

Corrotoman Extended: Robert Bennett

We have approvals from affected Homeowners to proceed with the permitting process.

The listing agent for the property currently for sale on Corrotoman Extended reached out to Robert Bennett regarding a potential purchaser for the property who might be interested in attending the 2/23 meeting via phone. One homeowner continues to ask questions, and will hopefully attend next weeks meeting and have questions answered by the Engineer.

Approximately 600 linear feet need stabilization (midway of lot 1 to midway of lot 7). Cost sharing was based upon the percentage of total frontage. These percentages may change once permits have been issued and contractors have had a chance to re-visit the project based upon input from the localities during the permitting process.

One homeowner believes that the permitting phase should be divided equally between the number of owners, not based up on linear frontage. Several members expressed concern about making the change. Robert

Bennett offered to reach out to the legal committee, then reach out to those homeowners whose cost would increase in this scenario, and ask if they are willing to change the method of calculating the amount owed to make the amount the same across all land owners. This would increase the amount that they are paying and reduce others somewhat.

From Robert Bennett, according to one homeowner, since this is a project, - which according to our bylaws requires homeowners to provide a \$1k deposit to cover any damage done by contractors, - does each property owner have to put in \$1k in the event of road repairs that may be needed? This is required of any homeowner who is building in the neighborhood. Deb Beutel suggested tabling for the March meeting combined with any other questions that arise from next week's meeting with Bay Design.

NEW BUSINESS:

- 1) Meeting Saturday 2/23 with Bay Design to review Corrotoman Extended plans.
- 2) Please notify Deb Beutel if homeowners are not maintaining their property properly. Deb Beutel will send a letter and if not rectified will send notice that the work will be done and a bill will be sent.
- 3) Deb suggested selecting a second VP in the even that neither the President nor the VP is available for a meeting. This should be decided at the annual elections after the annual meeting.

Sam Longstreet presented the FY2019 Operating Budget.

The budget includes \$40k for reserves, which is still short of the study requirements

Pool repairs and expenses and may exceed the budgeted amount

Maintenance on the clubhouse may exceed the budgeted amount

The current budget shows a deficit next year of \$3,776.

Motion to approve: Susan Lindeman

Second: Robert Bennett

Passed unanimously

Next Board meeting is March 9 at 9am

Motion to adjourn: Sam Longstreet

Second: Robert Bennett

Meeting adjourned at 10:40am

Executive Session

Ian Fay and KevinMcNair have both put forward resumes to backfill Rebecca's position.

Vote is in favor of Ian Fay.

Deb will notify the nominating committee of the slate for the ballots:

Kevin McNair

Cristian Shirilla

Sam Longstreet

Robert Bennett

Executive session was adjourned.