
Corrotoman-By-The Bay Association, Inc.
Board of Directors Meeting MINUTES
9:00, Saturday 12 September 2020

Pavilion Area Outdoor meeting or Indoor Social Distancing Meeting w/ZOOM Dial-in
<https://us02web.zoom.us/j/83121982812?pwd=NWhZWV0QWd6RFN0SF0QeituSVV4UT09>

Meeting ID: 831 2198 2812

Passcode: 22503

One tap mobile 13017158592 Meeting ID: 831 2198 2812 Passcode: 22503

Find your local number: <https://us02web.zoom.us/u/kd2O28gpur>

Call to Order: Deb Beutel, President called the meeting to order at 9:03am

Announcements from Board:

- **Officers elected in Executive Session on 29 August are as follows:** President - Deb Beutel, Vice President – Kevin McNair, Treasurer – Lea Gallogly, Secretary – Cristian Shirilla

Member Input:

Secretary's Report:

- **Cristian Shirilla** - Minutes from August Meeting forwarded for review and vote on approval
 - o Motion to approve as presented: Don Smith
 - o 2nd: Jean Ehlman
 - o Vote: unanimous

Treasurer's Report:

- **Lea Gallogly** – see September Treasurer's report
 - o Motion to approve as presented: Don Smith
 - o 2nd: Lisa Adler
 - o Vote: unanimous

Finance Sub-Committee: No Report

Collections Sub-Committee: Collections Meeting scheduled for Thursday 17 September at 10:00 a.m. in Clubhouse

Capital Reserve Sub-Committee: Reserve Study Review Meeting TBD

Committee Reports:

Architectural Review: Don Smith, Chair – No Report

- o Clubhouse Sub-Committee:
- o Playground Sub-committee:

Communications: Tara Linne, Chair – No Report

Hospitality: Vacant –

Pool: Lisa Adler, Chair - See Pool Report.

Roads & Grounds: Don Smith, Chair - Roads Repair Update. See Report.

Dock: Barry Jackson, Chair – See Report

Tennis: Jean Ehlman, Chair – No Report.

Golf : Mike Gallogly– See Report.

Old Business:

1. President contacted Lancaster County to inquire about permitting for tree removal along Corrotoman Extended. Need to schedule a walk about with affected property owners and Board Members to tag trees desired for removal and complete permit request then schedule Brian Barnes to come out and Approve.
2. Please forward proposed Survey Monkee Questions to CBTBay@gmail.com NLT 30 September so we can deliver a Draft Survey for Approval at 10 October Meeting.
3. A decision was made in the executive session to do additional research prior to executing the Bulkhead repair contract.
4. Motion to Cancel current Collection Policy and Approve Draft Collection Process – Deb Beutel
 - a. Deferred to October
5. President appoint all Committee Chairs in writing IAW Declarations and Articles of Incorporation

New Business:

1. **Review Draft Survey Questions and Survey delivery ideas.**
2. **Review and Approve Draft Board Member and Committee Duties:** Due to the fiduciary responsibilities associated with Positions marked with an Asterisk, they must be filled by current elected BOARD members (or report directly to a Board Member) as required by the Declaration and By Laws or as recommended by Legal Advisors.
 - a. *President – Deb Beutel
 - i. *Committee to Review and rewrite Documentation
 - ii. *Golf Course Committee – Michael Gallogly
 - b. *Vice President – Kevin McNair
 - c. *Secretary – Cristian Shirilla
 - d. *Treasurer - Lea Gallogly
 - i. Finance Sub-Committee
 - ii. Capital Reserve Sub-Committee
 - iii. *Collections Sub-Committee – Meeting 17th of September at 1000 here at the clubhouse.
 - e. *Pool Committee – Lisa Adler.
 - i. Pool Renovation Review Sub committee
 - f. *Tennis Committee – Jean Ehlman, Chair
 - g. *Architectural Committee – Don Smith, Chair
 - i. Clubhouse Sub-Committee
 - ii. Playground Sub-Committee
 - h. *Roads and Grounds Committee – Don Smith
 - i. Dock Committee – Barry Jackson
 - i. Hospitality Committee
3. **Battle Rhythm for the next year** – Deb Beutel
 - a. Review Calendar and schedule Board Meetings, Committee Meetings and Clubhouse Cleanup Days
4. **Reserve Study Review Meeting will be scheduled in near future date TBD**
5. **Virtual Board Training Webinar** hosted by Sentry Management through the Go-To-Meeting platform on **Tuesday, September 22, 2020 at 6:30 p.m.**
6. **Legal Training Webinar on HOA Law for Board Members** 4:00p.m. – 7:00 p.m. 15 September
7. **Temporary Parking in Clubhouse Parking for Members.** Recommend on a case by case basis not to exceed 14 days for special circumstances with a donation of \$50.00/per week to Clubhouse fund.

a. **No motion formed**

Next Meeting: Board Meeting Saturday 10 October 2020, 9:00 a.m.

Motion to Adjourn:

- Motion: Don Smith
- 2nd: Ian Faye
- Vote: unanimous,
- Meeting adjourned at 10:28am

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

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

**Treasurers Report
12 September 2020**

Documents Attached.

- Balance Sheet
- Check Register
- Accounts Receivable Summary
- Revenue & Expense Report

Areas of concern:

- *Attorney fees* (cost code 8100) in support of CDE. (Underestimated) Budgeted \$900.00 Actual :\$2,400. Variance: **\$1,500.** (No change from last report)
- *Copy fees* (cost code 8060) supporting mailings etc. (Underestimated) Budgeted \$526 Actual: \$3,592.06. Variance: **\$2,080.48.**
- *Postage* (cost code 8040) supporting mailings, refunds, etc. (Underestimated) Budgeted \$276.00 Actual: \$1,723.35. Variance: **\$1,447.35.**
- *Grass Cutting* (cost code 6901) Approval received for reprogramming of funds from another cost code which is underspending.

We will need to remain cognizant that we are overspent in these categories and we will need to do a reprogramming action in the next couple of months from a cost code that is **underspending** to ensure we remain within the approved budget amount.

General:

Homeowners are reminded to contact Karen Pangakis for all inquiries- she is the CBTB Community Manager. Her phone number is (703) 642-3246 x 56505 and her email is kpangakis@sentrymgt.com.

Contracts:

The following contracts were completed this month:

None.

Existing contract(s) status:

- DC's Landscaping and Coatings – Landscape Maintenance.
-

The following proposals are pending at this time:

- Dredging Proposal- contractor TBD (Capital Reserve funding)
- Bulkhead Proposal – contractor TBD. **NOTE:** Funding is **NOT** available for this project.

- Collections. Proposals requested from:
 - DSD Law located in White Stone VA (Not Recd)
 - Tarley Robinson, Williamsburg VA (Recd)
 - Gordon & Rees, Williamsburg VA (incumbent) (Recd)
 - VA Law Mart (Recd)

It was agreed at the July meeting that these proposals would be reviewed after the Election. A tentative meeting has been scheduled for the Collections Team for Thursday 17 September. At which time the accounts receivable listing will be prioritized for turn-over to an attorney for collections. **It should be noted that delinquent accounts will incur an additional \$185.00 charge per lot from Sentry which will be charged the Association and subsequently added to the delinquent owners account.**

Delinquencies:

As of 1 September 2020

	<u>Previous Month</u>	<u>Current Month</u>	<u>Variance</u>
Lots:	97	95	-2
Owners:	59	59	-0
Amount:	\$52,625.14	\$51,445.38	-\$1,179.76

By Year:

2020-2021

Billed: \$109,350.00

Collected: \$92,214.27

Overdue: \$17,135.73

Percentage Delinquent: 16%

2019-2020

Billed: \$109,350.00

Collected: \$101,221.05

Overdue: \$8,128.95

Percentage Delinquent: 7%

Previous Years

Overdue: \$26,180.70

Insufficient data to identify applicable years.

Prior Year Taxes (2012-2018):

State: Received notification dated 1 June 2020 advising that taxes for the time frame 3/2012-2/2013 have not been filed. The Finance Committee drafted a letter requesting the State waive the requirement to file. No further communication from the State has been received as of this date.

Federal: Received a request from the IRS for a copy of a payment made this past April. Sentry has requested the check from the bank and it will be provided upon receipt.

Current Tax Year: Nothing further to report. Federal and State Taxes were signed and submitted 7 July 2020.

Next Tax Year: An engagement letter from Turner, Leins & Gold, LLC has been received and executed for the next tax year. All tax information must be submitted prior to 31 March 2021 otherwise an extension will be required.

Capital Reserve

1. Capital Reserve balance:
 - a. Monthly transfer of funds from the Operations Account to the Capital Reserve Account as required by the Virginia Property Owners Association has occurred as of the date of the report.
 - b. Capital Reserve expenditure for replacement office equipment has been processed and the equipment is operational in the Office.
2. Capital Reserve Study. Miller Dodson conducted the Capital Reserve Study and provided a draft for Board review 3 August 2020. A meeting is required to review and provide a consolidated reply back to Miller Dodson for completion of the Study. Meeting will be scheduled upon Treasurers return.
3. Approved Projects. The following projects were **APPROVED** for the 2020-2021 Capital Reserve Budget.

Computer Replacement. \$2,200 (includes printer). **COMPLETED**

Roads \$4,000 (Power raking) **COMPLETED.**

Dock. (Dredging) \$15,000. **ON HOLD PENDING ADDITIONAL INFORMATION**

Swimming Pool (salinators) \$7,524 **Deferred.**

Other/Miscellaneous

Financial Review Committee. Need date of next meeting. Agenda items should include planning and programming recommendations of funding needed for next year's Capital Reserve projects, pool replacement, bulkhead replacement/repair at golf course restoration at a minimum.

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CORROTOMAN BY THE BAY ASSOCIATION
***** NOTES TO THE FINANCIAL *****

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COA#	DESCRIPTION	COMMENTS	DATE
1015	UNION BANK - CHECKING - PRIMARY	LAST RECONCILED ON 08/31/2020	09/02/2020
1041	CHESAPEAKE BANK - CHECKING - OPER	LAST RECONCILED ON 06/30/2020	07/21/2020
1057	SONABANK - SAVINGS - OPER	LAST RECONCILED ON 07/31/2020	08/07/2020
1067	SONABANK - SAVINGS - RESERVE	LAST RECONCILED ON 07/31/2020	08/07/2020

CORROTOMAN BY THE BAY ASSOCIATION
 B A L A N C E S H E E T
 September 2020

	OPERATING	RESERVE	TOTAL
CURRENT ASSETS			
1015 UNION BANK - CHECKING - PRIMARY	56,032.49		56,032.49
1041 CHESAPEAKE BANK - CHECKING - OPER	618.69		618.69
1057 SONABANK - SAVINGS - OPER	566.41		566.41
1067 SONABANK - SAVINGS - RESERVE		123,307.02	123,307.02
	-----	-----	-----
	57,217.59	123,307.02	180,524.61
ACCOUNTS RECEIVABLE			
1210 ASSESSMENTS	51,849.33		51,849.33
1250 LEGAL FEES	12,028.78		12,028.78
1272 RECEIVABLES - PRIOR OWNER	360.00		360.00
1280 DUE FROM OPERATING TO RESERVE		3,498.50	3,498.50
	-----	-----	-----
	64,238.11	3,498.50	67,736.61
PREPAID ASSETS			
1310 STATE FARM PKG INS 6/2/20-21 \$4,175.00	2,783.36		2,783.36
	-----	-----	-----
	2,783.36	0.00	2,783.36
	-----	-----	-----
TOTAL ASSETS	<u>124,239.06</u>	<u>126,805.52</u>	<u>251,044.58</u>

CORROTOMAN BY THE BAY ASSOCIATION
 B A L A N C E S H E E T
 September 2020

	OPERATING	RESERVE	TOTAL
CURRENT LIABILITIES			
2010 ACCOUNTS PAYABLE	3,498.50		3,498.50
2032 DEFERRED ANNUAL ASSESSMENT	45,600.00		45,600.00
2130 PREPAID ASSESSMENTS	3,593.08		3,593.08
	52,691.58	0.00	52,691.58
RESTRICTED EQUITY - RESERVES			
2215 RESERVES - INTEREST		86.51	86.51
2271 RESERVES - POOLED		130,693.41	130,693.41
SPENT FROM RESERVES			
2471 RESERVES - POOLED		(3,974.40)	(3,974.40)
	0.00	126,805.52	126,805.52
OPERATING EQUITY			
2650 PRIOR YEAR SURPLUS (DEFICIT)	54,290.56		54,290.56
2652 PRIOR YEAR ADJUSTMENTS	(2,613.40)		(2,613.40)
2670 CURRENT YEAR SURPLUS (DEFICIT)	19,870.32		19,870.32
	71,547.48	0.00	71,547.48
TOTAL LIABILITIES & EQUITY			
	124,239.06	126,805.52	251,044.58

**** ACCOUNTS RECEIVABLE REPORT**** 055300 CORROTOMAN BY THE BAY ASSOCIATION
NO ZERO AMOUNTS LISTED

FOR 09/2020

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ACCT#	NAME	ACCOUNT TOTAL	ANNUAL CURRENT	ANNUAL PAST DUE	LEGAL COLLECTION TOTALS	CLOSINGS
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TOTAL PREPAYS			ANNUAL -3,593.08		LEGAL 0.00	
TOTAL ARREARS			51,702.62		12,028.78	

CORROTOMAN BY THE BAY ASSOCIATION
 REVENUE & EXPENSE BUDGET COMPARISON REPORT
 SEPTEMBER 2020

	CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	7 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
INCOME							
OPERATING INCOME							
4020 ASSESSMENTS - ANNUAL	9,120.00	7,612.50	1,507.50	63,840.00	53,287.50	10,552.50	91,350
4060 LATE CHARGES	- 15.20	0.00	- 15.20	816.06	0.00	816.06	0
4090 FEES - DOCK/TENNIS/ETC	0.00	208.33	-208.33	1,590.00	1,458.35	131.65	2,500
4100 INTEREST - OPERATING	0.00	0.00	0.00	0.11	0.00	0.11	0
4190 POOL FEES	0.00	822.92	-822.92	375.00	5,760.40	-5,385.40	9,875
4340 INTEREST - RESERVES	0.00	37.44	- 37.44	208.20	262.02	- 53.82	449
4350 INTEREST ALLOC TO RESERVES	0.00	0.00	0.00	-208.20	0.00	-208.20	0
4970	9,104.80	8,681.19	423.61	66,621.17	60,768.27	5,852.90	104,174
4980 TOTAL INCOME	9,104.80	8,681.19	423.61	66,621.17	60,768.27	5,852.90	104,174
EXPENSES							
GROUNDS MAINTENANCE							
6302 ROAD REPAIRS	0.00	121.25	-121.25	0.00	848.75	-848.75	1,455
6510 DOCK MAINTENANCE	0.00	29.17	- 29.17	52.65	204.15	-151.50	350
6580 REPAIR/MAINTENANCE-GENERAL	0.00	134.83	-134.83	577.00	943.85	-366.85	1,618
6599	0.00	285.25	-285.25	629.65	1,996.75	-1,367.10	3,423

CORROTOMAN BY THE BAY ASSOCIATION
 REVENUE & EXPENSE BUDGET COMPARISON REPORT
 SEPTEMBER 2020

	CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	7 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
CONTRACTS							
6901 GROUNDS MAINTENANCE	-990.16	990.16	-1,980.32	10,200.00	6,931.06	3,268.94	11,881
6937 POOL OPERATIONS	0.00	708.75	-708.75	534.84	4,961.25	-4,426.41	8,505
6999	-990.16	1,698.91	-2,689.07	10,734.84	11,892.31	-1,157.47	20,386
POOL/CLUBHOUSE EXPENSE							
7045 POOL REPAIR	0.00	83.33	- 83.33	0.00	583.35	-583.35	1,000
7899	0.00	83.33	- 83.33	0.00	583.35	-583.35	1,000
UTILITIES							
7910 ELECTRIC	0.00	314.67	-314.67	587.85	2,202.65	-1,614.80	3,776
7920 WATER/SEWER	0.00	197.86	-197.86	- 65.08	1,385.07	-1,450.15	2,374
7945 INTERNET SERVICE	0.00	110.98	-110.98	564.71	776.86	-212.15	1,331
7960 GAS/FUELS	0.00	83.33	- 83.33	0.00	583.35	-583.35	1,000
7999	0.00	706.84	-706.84	1,087.48	4,947.93	-3,860.45	8,482
ADMINISTRATIVE							
8013 PAYROLL TAXES	0.00	66.67	- 66.67	47.63	466.65	-419.02	800
8020 MANAGEMENT FEE	1,000.00	1,000.00	0.00	7,000.00	7,000.00	0.00	12,000
8040 POSTAGE	0.00	69.00	- 69.00	1,727.35	483.00	1,244.35	828

CORROTOMAN BY THE BAY ASSOCIATION
REVENUE & EXPENSE BUDGET COMPARISON REPORT
SEPTEMBER 2020

	CURRENT PERIOD	MONTHLY BUDGET	MONTHLY VARIANCE	7 MONTH PERIOD	Y-T-D BUDGET	Y-T-D VARIANCE	ANNUAL BUDGET
8060 COPIES/PRINTING/SUPPLIES	0.00	43.83	- 43.83	3,620.46	306.85	3,313.61	526
8063 CLUBHOUSE & OFFICE SUPPLIES	0.00	8.33	- 8.33	0.00	58.35	- 58.35	100
8080 CPA SERVICES	0.00	80.35	- 80.35	0.00	562.48	-562.48	964
8100 LEGAL EXPENSE	0.00	75.00	- 75.00	2,444.49	525.00	1,919.49	900
8106 LEGAL EXPENSE - COLLECTIONS	0.00	216.67	-216.67	52.00	1,516.65	-1,464.65	2,600
8120 INSURANCE	347.92	372.92	- 25.00	1,391.64	2,610.40	-1,218.76	4,475
8143 PERMITS/LICENSES	0.00	7.50	- 7.50	10.00	52.50	- 42.50	90
8230 BANK CHARGES	0.00	0.00	0.00	37.00	0.00	37.00	0
8244 PRIOR YEAR EXPENSES	0.00	0.00	0.00	15.00	0.00	15.00	0
8310 CLOSING FEES	- 58.69	0.00	- 58.69	- 58.69	0.00	- 58.69	0
8335 RESERVE ANALYSIS FUND	0.00	416.67	-416.67	3,898.00	2,916.65	981.35	5,000
8341 MISCELLANEOUS OPERATING	0.00	18.08	- 18.08	120.00	126.60	- 6.60	217
8450 CORROTOMAN EXTENSION PROJECT	0.00	33.33	- 33.33	0.00	233.35	-233.35	400
8479	1,289.23	2,408.35	-1,119.12	20,304.88	16,858.48	3,446.40	28,900
RESTRICTED TRANSFERS TO RESERVES							
9171 POOLED RESERVES	0.00	3,498.50	-3,498.50	13,994.00	24,489.50	-10,495.50	41,982
9299	0.00	3,498.50	-3,498.50	13,994.00	24,489.50	-10,495.50	41,982
9980 TOTAL EXPENSES	299.07	8,681.18	-8,382.11	46,750.85	60,768.32	-14,017.47	104,174

CORROTOMAN BY THE BAY ASSOCIATION
 REVENUE & EXPENSE BUDGET COMPARISON REPORT
 SEPTEMBER 2020

	----- CURRENT PERIOD -----	----- MONTHLY BUDGET -----	----- MONTHLY VARIANCE -----	----- 7 MONTH PERIOD -----	----- Y-T-D BUDGET -----	----- Y-T-D VARIANCE -----	----- ANNUAL BUDGET -----
9990 GAIN (LOSS)	8,805.73	0.01	(8,805.72)	19,870.32	(0.05)	(19,870.37)	0

Sign-in sheet 12 Sept 20

<u>Name</u>	<u>Email</u>
C Maffett	Showman 678@aol.com
Claire + Don Smith	Buying my time 60@yahoo.com
BILL EHLMAN	
Wayne Lindeman	oldvan87@gmail.com
Cindy Blevins	popsgirl_2@hotmail.com
Ken Beutel	Ken@beutel.us
Jean Ehlman	JEHNORNECK@aol.com
Deb Beutel	Deb@Beutel.us

Via Zoom:

Lisa Adler
Sambongstreet
Jennifer Oallogly Flinn
Nick & Alison Klaiber
Kristy Shrilla
Tara Linne
Caroline Nelson
Bob Burrus

①

Sandy LANE

need Gravel and Drainage

Cleaned out Culverts

②

Marina DR

NEED Drainage Culvert

cleaned and dig out

③ People can help by
Cleaning the pipes near
their properties.

"It's under the guidelines"

* We need people to be

Responsible

④ Need vols to help with

Marina DR to Remove *

Almin. above the Culvert.

Roads & Grounds

POOL COMMITTEE MEETING MINUTES- August 29, 2020- 9:30 am

Committee/BOD members present: Lisa Adler, Barry Jackson, Bill Ehlmann, Cristian Shirilla, Bryan Sklar, Maria Merkowitz, Don Smith, Ken Beutel, James Allen, Kathy Moffett
On the Phone: Chip Royer, Nick Klaiber

We welcomed our new committee members and reviewed what maintenance of the pool entails.

Appointed members of the pool replacement sub-committee:

Kathy Moffitt- head of sub-committee, Chip Royer, Nick Klaiber, Maria Merkowitz, Cristian Shirilla

The committee will await the results of the BOD survey to the community which will contain several questions pertaining to the pool. Questions will be submitted to the BOD through Kathy Moffett. After responses are received the replacement committee will move forward with (not in any particular order):

- *working with Finance Committee to determine how to finance**
- *determine timeframe to do so**
- *determine if we use the same footprint or build new pool beside the current one**
- *determine the size and type of pool** (gunite or vinyl liner or fiberglass)
- *arrange for 3 estimates for replacement**
- *report back to pool committee**

Committee decided to keep using keys until the pool is replaced

Don Smith will ask his wife, Claire if she would like to lead raising funds for the pool.

JJ is getting an estimate on replacement of slats on pool benches with polywood for next season

Still need to have our radar up about the pool salinators being replaced; for replacement pool Cristian mentioned we should likely go back to using chlorine with an automatic dispensing system which is much more efficient for a pool of our size.

Discussed the wrapping up of pool and tennis fees into POA dues but not per property, it would be per owner. Deferred awaiting community survey and the fact that it is a BOD discussion not for the pool committee to decide.

Discussed budget for next year for basic costs and additional costs that need to be addressed.

Such as:

- Pool attendant/Bathroom Cleaner 4 days per week@ \$15 per hour x 68 days (if someone worked for two hours it would cost us \$2040 for the summer)
- Bathroom upgrades to touchless
- Umbrellas/Sun Sails
- Replace Foot Bath with free standing shower donated by Adlers
- Bench slat replacement
- New skimmer pole

Next meeting TBD

Dock Committee Report 9/12/2020

Bulkhead repair and dredging update. ECO construction quote includes dredging from barge of 2 shallow dock slips and channel to boat ramp approach.. They do not recommend replacing the double whalers, does not believe it is necessary and may create more damage to do so.

Updated quote to include option of moving the parking stop poles, removing grass and expanding parking/trailer turning area with 32 tons of crushed gravel.

Would handle permitting process with non-refundable deposit that would be credited to the work if performed by ECO Construction.

Completion timing is dependent upon permits, but indicated they would be able to complete "before spring."

Docks of the Bay would perform dredging from shore. They will deliver updated quote to Board which removes the double whaler replacement and provides the parking expansion option but did not have it available prior to 9/12 board meeting. Will have prior to next board meeting.

Month:	September				
Current Status:					
Course Condition			<u>September</u>	<u>October</u>	<u>November</u>
	Tee Boxes		POOR. WE THINK IT'S GRASS		
	Fairway				
	Greens				
<u>Fund Raisers:</u>					
			None	CBTB Golf Society Balls for Sale at Mtg	
<u>Self Help Projects</u>					
			Need 2 ea 2x8's to replace markers for Holes 3 and 7		
<u>Contract Projects:</u>					
				Begin discussions on long term construction of artificial tee boxes and artificial greens	
				Begin research for seeding of various course areas	
<u>Other</u>					
				Begin build of 2021- 2022 Operational Budget	

				Begin build of 2021-2022 Capital Reserve Budget	

