
Corrotoman-By-The Bay Association, Inc.
Board of Directors Meeting Minutes
9:00 am, Saturday, August 10th 2024

Call to Order the August BOD meeting: Cristian Shirilla President: Meeting called to order at 9:00a.m. Board Members Present: Cristian Shirilla, Claire Smith, Deb Beutel, Ken Beutel, Craig Ader, Matt Crabbe, Dexter Lewis. Members present via ZOOM: Sam Longstreet

Secretary's Report: Deb Beutel - Minutes of June 8th, 2024 Regular Board Meeting were presented to the Board for approval. A motion was made by Craig Adler, seconded by Matt Crabbe to approve minutes of June 8th Board Meeting. They were unanimously approved. Minutes of July 1st, 2024 Special Board Meeting were presented to the Board for approval. A motion was made by Dexter Lewis, seconded by Claire Smith to approve minutes of July 1st, 2024 Special Board Meeting. They were unanimously approved.

Treasurer's Report: Claire Smith – Treasurers Report for August 2024 was presented for Board Approval. A motion was made by Craig Adler and seconded by Matt Crabbe to approve the Treasurer's Report for August 2024. The treasurer's report was unanimously approved.

Vice President's Report: Nick Klaiber – No report.

Committee Reports that weren submitted are attached to these minutes

Architectural Review Committee Chair: Sam Longstreet - Committee Members: Dexter Lewis, Cristian Shirilla No report.

Collections Committee Chair: Deb Beutel- Committee Members: Ed Krill, Claire Smith, Sam Longstreet See report.

Communications Committee Chair: Tara Linne
No report.

Dock Committee Dock Master: Don Smith - Asst Dock Master Mike Arthur No report.

Finance Committee Chair: Craig Adler- Committee Members: Bill Ehlman, Ken Beutel, Scott Kellum, Lisa Adler, Beth Arthur and Claire Smith. No report.

Capital Reserve sub-committee Chair: Ken Beutel – Committee Members; Claire Smith, Don Smith

Golf Committee Chair: Jean Ehlman- Landon and Parker Shirilla, Penny Davenport, David Hamer See report.

Pool Committee Chair: Ken Beutel- Committee members: Bill Ehlman, Maria Merkwowitz, Barry Jackson, Craig Adler, Chip Royer, Nick Klaiber, Carl Failmezger, Cristian Shirilla, Don Smith. See Report

Roads Committee Chair: Matt Crabbe- Committee members: NEED VOLUNTEERS. See report.

Grounds Committee Chair: Dexter Lewis - NEED VOLUNTEERS. No report.

Social Committee Chairs: Alisson Klaiber- Committee members: Kristy Shirilla, Lisa McNair, Hope Crabbe, Debbie Snellings, Susie Berry, Deb Beutel. No report.

Tennis Committee Chair: Jean Ehlman Committee member Glenn Bryant. See attached “Courts Drainage system report.”

Volunteer Legal Committee Chair: Ed Krill No report.

Special Committees:

Documentation Rewrite Committee Chair: Kathy Craven- Committee members, Jean Ehlman, Bob Burrus, Carol Greenwalt, Ed Krill. No report. Documentation Rewrite Committee will review timeline to forward drafts of document rewrite committee deliverables to the Board of Directors after the scheduled 6 September 2024 hearing related to current litigation.

Old Business:

1. **Secretary requested a motion to approve amended minutes of April 13, 2024 Board meeting as submitted to Board members for review, since due to a clerical error, the incorrect file was erroneously forwarded for approval at the June Board Meeting.** A motion was made by Claire Smith, seconded by Craig Adler to approve the amended minutes of the 13 April 2024 Board Meeting which now includes the Board vote and decision to remove the diving board. The amended minutes of the April 13th 2024 Board meeting were unanimously approved.
2. **Update from Collections Committee:** see committee reports
3. **Update on Pool Operations:** see pool committee report. As a result of the Pool Committee Report and the continuous water leakage from the pool that CBTB is experiencing, the Board directs the Pool Committee to release a request for proposals for a new pool NLT 1 October 2024, in anticipation of a 2025 Pool replacement.
4. **Update from Roads Committee:** see committee reports
5. **Update on Oyster Lease Project:** Bill Ehlman provided an update. The survey has been completed and we are awaiting a bill for the survey services. The survey has been forwarded to VMRC. Once the Oyster lease application is approved by VMRC, and it is transferred to CBTB Association, the Board recommends that the CBTB Vice President have the responsibility to manage the Oyster Lease for the Association in the future.

New Business:

1. **Board reviewed and approved the audited Lots reconciliation baseline (dtd 3 July 2024), total number Lots owned by members and the Association for future billing and voting eligibility purposes. The total number Lots owned by members and the Association for future billing and voting eligibility purposes will be reviewed and validated PRIOR to any future ballot. This baseline should be reviewed along with the draft revised CBTB Declaration and By Laws when a Legal Review is conducted of the revised documentation.**

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2. **Capital Reserve Committee Chairman, Ken Beutel made the following motion, which was seconded by Cristian Shirilla and then unanimously approved:**
“CBTB resolves to form a group of community members to work under the Finance Committee as the Capital Reserve Planning Committee. CBTB further resolves to adopt a formal capitalization policy. For an item to be considered for Capital Reserve Funding, the unit cost must be greater than \$2,000 and have a useful life of a minimum of 5 years. Participation in this Planning Committee is open to any member in the community in good standing. The Planning Committee will take the prior Cap Reserve Replacement Report, review all ground rules and assumptions, validate the inventory, produce other details as necessary to properly plan and estimate replacement costs, and direct actions to have a new Replacement Reserve Report presented to the Board no later than 1 December 2025. The Committee shall provide progress reports at each meeting and make other recommendations as needed before delivery of the final report.”
 3. As a result of the Pool Committee Report and the continuous water leakage from the pool that CBTB is experiencing, the Board directs the Pool Committee to release a request for proposals for a new pool NLT 1 October 2024, in anticipation of a 2025 Pool replacement.

Member Input:

A member requested the total dollar amount of expenditures over the last 10 years with regard to Legal Services secured by the CBTB Board of Directors to respond to Litigation, petitions and misleading statements by community members. The Attorney representing the CBTB Association and Board of Directors has indicated that it is inappropriate to discuss legal costs related to current litigation until it is settled.

Announcements from Board:

On the advice of counsel, CBTB directors, officers, management company staff cannot discuss, explain or comment on the ongoing litigation. We have posted all public filings on this case as same are filed in Court. Thank you for your understanding of our roles and duties in this matter.

Next Meeting: Annual Meeting, Saturday, October 12th, 2024, 9 am

Motion to adjourn Board meeting: A motion was made by Cristian Shirilla and seconded by Matt Crabbe to adjourn the Board meeting at 10:40 am. It was unanimously approved.

Board Member Terms

Craig Adler (2024-2027)	Deb Beutel (2023-2026)
Ken Beutel (2024-2027)	Matt Crabbe (2024-2027)
Nick Klaiber (2023-2026)	Dexter Lewis (2022-2025)
Sam Longstreet (2022-2025)	Cristian Shirilla (2022-2025)
Claire Smith (2023-2026)	

SCHEDULE OF MEETINGS

Saturday, October 12th, 9am

Saturday, December 14th, 9am

Saturday, February 8th, 9am

Saturday, April 12th, 9am

CORROTOMAN-BY-THE-BAY ASSOCIATION

Balance Sheet
As of 05/31/24



Account Description	Operating	Reserves	Other	Totals
ASSETS				
CIT - OPERATING ACCOUNT	122,268.41			122,268.41
CHESAPEAKE BANK OPERATING	3,173.97			3,173.97
BLUE RIDGE BANK RESERVES		243,049.65		243,049.65
A/R - ASSESSMENTS & FEES	98,951.42			98,951.42
ASSESSMENT A/R RESERVE	(38,870.00)			(38,870.00)
A/R - FROM OP / (FROM RES)		14,935.00		14,935.00
PREPAID EXPENSES - INSURANCE	1,271.06			1,271.06
INCOME TAX DEPOSIT	1,222.00			1,222.00
TOTAL ASSETS	188,016.86	257,984.65	.00	446,001.51
LIABILITIES & EQUITY				
ACCOUNTS PAYABLE	20.37			20.37
A/P - ACS WEST INC	70.00			70.00
A/P - DUE FOR LEGAL FEES	38.00			38.00
A/P - TO RES / (TO OP)	14,935.00			14,935.00
PREPAID ASSESSMENTS	2,817.08			2,817.08
KEY DEPOSITS (DOCK KEYS)	1,500.00			1,500.00
TOTAL CURRENT LIABILITIES	19,380.45	.00	.00	19,380.45
RESERVES EQUITY - PRIOR		239,399.96		239,399.96
TOTAL RESERVES	.00	239,399.96	.00	239,399.96
OPERATING EQUITY - PRIOR	55,865.47			55,865.47
CURRENT YR NET PROFIT / (LOSS)	112,770.94	18,584.69	.00	131,355.63
TOTAL OPERATING	168,636.41	18,584.69	.00	187,221.10
TOTAL LIABILITIES & EQUITY	188,016.86	257,984.65	.00	446,001.51

CORROTOMAN-BY-THE-BAY ASSOCIATION

INCOME / EXPENSE STATEMENT

Period: 05/01/24 to 05/31/24

Description	Current Period			Year-To-Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
OPERATING ASSESSMENTS	(5,291.67)	.00	(5,291.67)	143,244.99	158,860.00	(15,615.01)	158,860.00
INTEREST EARNED - OPERATING	5.45	.00	5.45	16.16	.00	16.16	.00
INT ON DELINQUENT ASSESSMENTS	20.97	.00	20.97	20.97	.00	20.97	.00
LATE FEES BILLED	(4.00)	.00	(4.00)	308.00	.00	308.00	.00
FEES - DOCK / TENNIS / ETC	285.00	200.00	85.00	1,905.00	600.00	1,305.00	2,400.00
CLUBHOUSE INCOME	50.00	.00	50.00	50.00	.00	50.00	.00
TOTAL OPERATING INCOME	(4,934.25)	200.00	(5,134.25)	145,545.12	159,460.00	(13,914.88)	161,260.00
GROUNDS MAINTENANCE	2,500.00	1,666.67	(833.33)	2,500.00	5,000.01	2,500.01	20,000.00
GENERAL MAINT & REPAIR	200.00	250.00	50.00	200.00	750.00	550.00	3,000.00
ROAD REPAIRS	.00	833.33	833.33	.00	2,499.99	2,499.99	10,000.00
DOCK MAINTENANCE	2,545.00	41.67	(2,503.33)	13,655.00	125.01	(13,529.99)	500.00
ELECTRICITY	160.09	208.33	48.24	444.46	624.99	180.53	2,500.00
GAS / FUELS	.00	62.50	62.50	530.19	187.50	(342.69)	750.00
WATER & SEWER	207.19	250.00	42.81	283.68	750.00	466.32	3,000.00
INTERNET	153.49	233.33	79.84	457.47	699.99	242.52	2,800.00
MISCELLANEOUS OPERATING	.00	16.67	16.67	.00	50.01	50.01	200.00
MANAGEMENT FEE	500.00	500.00	.00	1,500.00	1,500.00	.00	6,000.00
POSTAGE / COPIES / SUPPLIES	20.37	127.50	107.13	562.83	382.50	(180.33)	1,530.00
TAXES & FEES	.00	23.33	23.33	880.00	69.99	(810.01)	280.00
CLOSING FEES	.00	16.67	16.67	.00	50.01	50.01	200.00
BAD DEBTS	.00	833.33	833.33	.00	2,499.99	2,499.99	10,000.00
INSURANCE	.00	400.00	400.00	4,555.00	1,200.00	(3,355.00)	4,800.00
LEGAL FEES	.00	416.67	416.67	.00	1,250.01	1,250.01	5,000.00
LEGAL FEES-COLLECTIONS	45.24	333.33	288.09	45.24	999.99	954.75	4,000.00
AUDIT / TAX RETURNS	.00	62.50	62.50	.00	187.50	187.50	750.00
INCOME TAX	1,136.00	.00	(1,136.00)	1,481.00	.00	(1,481.00)	.00
POOL OPERATIONS	313.11	758.33	445.22	3,304.70	2,274.99	(1,029.71)	9,100.00
POOL MAINTENANCE	159.32	91.67	(67.65)	1,869.84	275.01	(1,594.83)	1,100.00
CLUBHOUSE MAINTENANCE	115.00	.00	(115.00)	386.68	.00	(386.68)	.00
CLUBHOUSE SUPPLIES	118.09	.00	(118.09)	118.09	.00	(118.09)	.00
TOTAL OPERATING EXPENSES	8,172.90	7,125.83	(1,047.07)	32,774.18	21,377.49	(11,396.69)	85,510.00
OPERATING NET PROFIT / (LOSS)	(13,107.15)	(6,925.83)	(6,181.32)	112,770.94	138,082.51	(25,311.57)	75,750.00
RESERVE ASSESSMENTS - CAPITAL	5,291.67	5,291.67	.00	15,875.01	15,875.01	.00	63,500.00
INTEREST EARNED - CAP RESERVES	933.95	.00	933.95	2,709.68	.00	2,709.68	.00
TOTAL RESERVE INCOME	6,225.62	5,291.67	933.95	18,584.69	15,875.01	2,709.68	63,500.00
TOTAL RESERVE EXPENSES	.00	.00	.00	.00	.00	.00	.00
RESERVES NET PROFIT / (LOSS)	6,225.62	5,291.67	933.95	18,584.69	15,875.01	2,709.68	63,500.00
TOTAL NET PROFIT / (LOSS)	(6,881.53)	(1,634.16)	(5,247.37)	131,355.63	153,957.52	(22,601.89)	139,250.00

CORROTOMAN-BY-THE-BAY ASSOCIATION

INCOME / EXPENSE STATEMENT

Period: 05/01/24 to 05/31/24

Description	Current Period			Year-To-Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget

CASH DISBURSEMENTS

Starting Check Date: 5/01/24 Cash account #: "All"
 Ending Check Date: 5/31/24

Check-date	Check-#	Vend-#	Vendor Name	Check-amount	Reference
Cash account #:		11001	CIT - OPERATING ACCOUNT		
5/01/24	1145	1	ACS WEST, INC.	500.00	MANAGEMENT FEE
5/01/24	1146	702291	CORROTOMAN BY THE BAY	5,291.67	RESERVE TRANSFER
5/02/24	1147	702291	CORROTOMAN BY THE BAY	10,835.91	PAY INTERFUND
5/07/24	1148	VOID		.00	
5/07/24	1149	VOID		.00	
5/07/24	1150	2	ACS WEST, INC.	336.76	APR24 P&C
5/07/24	100189	702774	NORTHERN NECK ELECTRIC COOP.	160.09	113751001
5/07/24	100190	703071	BREEZELINE	153.49	8282 15 116 0029826
5/10/24	1151	667834	STEPHEN DENNIS	64.64	GAS - OXYGEN
5/15/24	100191	703140	MO & J'S YARDWORK, LLC	2,500.00	PL
5/20/24	1152	667846	DEBBIE SNELLINGS	76.42	REIMB FLAG/FLAG POLE
5/20/24	1153	667847	RAY GASKINS	200.00	CLUBHOUSE REPAIRS
5/20/24	1154	669049	CLAIRE SMITH	41.67	REIMB PAPER GOODS
5/20/24	100192	701913	VIRGINIA AMERICAN WATER	207.19	1027-210037207877
5/22/24	1155	669074	KENNETH BEUTEL	313.11	REIMB POOL SALT
5/22/24	100193	703187	PARADISE CLEANING, LLC	115.00	JANITORIAL
5/28/24	1156	669048	DONALD SMITH	94.68	REIMB POOL UMBRELLAS
Totals:				20,890.63	

CORROTOMAN-BY-THE-BAY ASSOCIATION

Balance Sheet
As of 06/30/24



Account Description	Operating	Reserves	Other	Totals
ASSETS				
CIT - OPERATING ACCOUNT	112,698.05			112,698.05
CHESAPEAKE BANK OPERATING	3,298.97			3,298.97
BLUE RIDGE BANK RESERVES		247,298.97		247,298.97
A/R - ASSESSMENTS & FEES	97,399.42			97,399.42
ASSESSMENT A/R RESERVE	(38,870.00)			(38,870.00)
A/R - FROM OP / (FROM RES)		16,915.00		16,915.00
PREPAID EXPENSES - INSURANCE	1,271.06			1,271.06
INCOME TAX DEPOSIT	1,222.00			1,222.00
TOTAL ASSETS	177,019.50	264,213.97	.00	441,233.47
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LIABILITIES & EQUITY				
ACCOUNTS PAYABLE	20.83			20.83
A/P - ACS WEST INC	105.00			105.00
A/P - DUE FOR LEGAL FEES	38.00			38.00
A/P - TO RES / (TO OP)	16,915.00			16,915.00
PREPAID ASSESSMENTS	2,847.08			2,847.08
KEY DEPOSITS (DOCK KEYS)	1,625.00			1,625.00
TOTAL CURRENT LIABILITIES	21,550.91	.00	.00	21,550.91
RESERVES EQUITY - PRIOR		239,399.96		239,399.96
TOTAL RESERVES	.00	239,399.96	.00	239,399.96
OPERATING EQUITY - PRIOR	55,865.47			55,865.47
CURRENT YR NET PROFIT / (LOSS)	99,603.12	24,814.01	.00	124,417.13
TOTAL OPERATING	155,468.59	24,814.01	.00	180,282.60
TOTAL LIABILITIES & EQUITY	177,019.50	264,213.97	.00	441,233.47
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CORROTOMAN-BY-THE-BAY ASSOCIATION

INCOME / EXPENSE STATEMENT

Period: 06/01/24 to 06/30/24

Description	Current Period			Year-To-Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
OPERATING ASSESSMENTS	(5,291.67)	.00	(5,291.67)	137,953.32	158,860.00	(20,906.68)	158,860.00
INTEREST EARNED - OPERATING	4.91	.00	4.91	21.07	.00	21.07	.00
INT ON DELINQUENT ASSESSMENTS	.00	.00	.00	20.97	.00	20.97	.00
LATE FEES BILLED	.00	.00	.00	308.00	.00	308.00	.00
FEES - DOCK / TENNIS / ETC	.00	200.00	(200.00)	1,905.00	800.00	1,105.00	2,400.00
CLUBHOUSE INCOME	.00	.00	.00	50.00	.00	50.00	.00
TOTAL OPERATING INCOME	(5,286.76)	200.00	(5,486.76)	140,258.36	159,660.00	(19,401.64)	161,260.00
GROUNDS MAINTENANCE	2,500.00	1,666.67	(833.33)	5,000.00	6,666.68	1,666.68	20,000.00
GENERAL MAINT & REPAIR	.00	250.00	250.00	200.00	1,000.00	800.00	3,000.00
ROAD REPAIRS	.00	833.33	833.33	.00	3,333.32	3,333.32	10,000.00
DOCK MAINTENANCE	.00	41.67	41.67	13,655.00	166.68	(13,488.32)	500.00
ELECTRICITY	358.83	208.33	(150.50)	803.29	833.32	30.03	2,500.00
GAS / FUELS	.00	62.50	62.50	530.19	250.00	(280.19)	750.00
WATER & SEWER	552.55	250.00	(302.55)	836.23	1,000.00	163.77	3,000.00
INTERNET	153.49	233.33	79.84	610.96	933.32	322.36	2,800.00
MISCELLANEOUS OPERATING	.00	16.67	16.67	.00	66.68	66.68	200.00
MANAGEMENT FEE	500.00	500.00	.00	2,000.00	2,000.00	.00	6,000.00
POSTAGE / COPIES / SUPPLIES	565.95	127.50	(438.45)	1,128.78	510.00	(618.78)	1,530.00
TAXES & FEES	.00	23.33	23.33	880.00	93.32	(786.68)	280.00
CLOSING FEES	.00	16.67	16.67	.00	66.68	66.68	200.00
BAD DEBTS	.00	833.33	833.33	.00	3,333.32	3,333.32	10,000.00
INSURANCE	.00	400.00	400.00	4,555.00	1,600.00	(2,955.00)	4,800.00
LEGAL FEES	.00	416.67	416.67	.00	1,666.68	1,666.68	5,000.00
LEGAL FEES-COLLECTIONS	.00	333.33	333.33	45.24	1,333.32	1,288.08	4,000.00
AUDIT / TAX RETURNS	.00	62.50	62.50	.00	250.00	250.00	750.00
INCOME TAX	.00	.00	.00	1,481.00	.00	(1,481.00)	.00
POOL OPERATIONS	149.99	758.33	608.34	3,454.69	3,033.32	(421.37)	9,100.00
POOL MAINTENANCE	3,051.26	91.67	(2,959.59)	4,921.10	366.68	(4,554.42)	1,100.00
CLUBHOUSE MAINTENANCE	48.99	.00	(48.99)	435.67	.00	(435.67)	.00
CLUBHOUSE SUPPLIES	.00	.00	.00	118.09	.00	(118.09)	.00
TOTAL OPERATING EXPENSES	7,881.06	7,125.83	(755.23)	40,655.24	28,503.32	(12,151.92)	85,510.00
OPERATING NET PROFIT / (LOSS)	(13,167.82)	(6,925.83)	(6,241.99)	99,603.12	131,156.68	(31,553.56)	75,750.00
RESERVE ASSESSMENTS - CAPITAL	5,291.67	5,291.67	.00	21,166.68	21,166.68	.00	63,500.00
INTEREST EARNED - CAP RESERVES	937.65	.00	937.65	3,647.33	.00	3,647.33	.00
TOTAL RESERVE INCOME	6,229.32	5,291.67	937.65	24,814.01	21,166.68	3,647.33	63,500.00
TOTAL RESERVE EXPENSES	.00	.00	.00	.00	.00	.00	.00
RESERVES NET PROFIT / (LOSS)	6,229.32	5,291.67	937.65	24,814.01	21,166.68	3,647.33	63,500.00
TOTAL NET PROFIT / (LOSS)	(6,938.50)	(1,634.16)	(5,304.34)	124,417.13	152,323.36	(27,906.23)	139,250.00

CORROTOMAN-BY-THE-BAY ASSOCIATION

INCOME / EXPENSE STATEMENT

Period: 06/01/24 to 06/30/24

Description	Current Period			Year-To-Date			Yearly
	Actual	Budget	Variance	Actual	Budget	Variance	Budget

CBTB COMMITTEE REPORTS

August 10, 2024

Architecture Committee – Chairperson – Sam Longstreet

No report.

Collections Committee – Chairperson – Deb Beutel

Collections Committee Meeting was held on Monday 29 July 2024. Present were Deb Beutel and Claire Smith.

1. We continue to work with our Collections Attorney, Glenn Ayers and forwarded an additional 30 owners representing 55 lots who are past due for 2022-2024 to him for collections preparation in support of an upcoming court date of 20 November 2024.
2. Five past due property owners paid past due accounts in the last two weeks due to final notices being mailed out.
3. There are 11 CBTB lots going to auction for delinquent past taxes on 15 August. All of them have been previously forwarded to collections and have liens and/or judgements on them with the exception of three lots which were on a payment plan and the owner has stopped making payments. That account is included in the 30 new accounts mentioned above being prepared for court on 20 November 2024.

Communications Committee – Chairperson – Tara Linne

No report.

Dock Committee – Chairperson – Don Smith

The Dock Committee will provide additional details on a possible video security system to be considered for the dock area at the October Board Meeting.

Documentation Rewrite Committee – Chairperson – Kathy Craven

No report.

Golf Committee – Chairperson – C. Jean Ehlman

The two sand traps have been repaired. The cups at each hole on the golf course have also been repaired. A “special thanks” to Dexter Lewis for his professional help in upgrading the golf course.

Grounds Committee – Chairperson – Dexter Lewis

Has scheduled repair of Clubhouse men's toilet repair for Tuesday the 13th of August. The Grounds Committee Chair and Pool Chair will research additional security system options.

Finance Committee – Chairperson – Craig Adler

No report.

Pool Committee – Chairperson – Ken Beutel

1. On or about July 27th, the 1.5" PVC pipe that supplies the water to the pool was broken off (likely sometime earlier that day). This prevented the volunteers from being able to use the fill pipe to refill the pool (which is leaking constantly). When I got to the pool that night the water level was low enough that the skimmers were barely bringing water to the filter, so I had to shut it down and figure out how to get water in the pool. I was able to slowly fill the big pool via a garden hose (that can only reach to the kiddie pool, but the good news is the two pools are inter-connected). The real problem is the garden hose is much slower than the normal supply. I don't know how slow, but I was able to let the water run all night! So, after 10 hours of running we added about 5,000 gallons of water... which is pretty like what we have added with the fill pipe in about an hour and a half. BTW--each inch of water in that pool holds about 1,500 gallons of water! And, because it leaks salt water, we also must add salt on an almost continual basis. Like many of us, I just cannot wait for a new pool so that we can enjoy this amenity without all of the overhead! I needed an emergency authorization to have JDO come try to replace the broken pipe. The fix was a challenge as the break is below-grade of the decking. In the meantime, we used the hose to avoid shutting down the pool. We wanted to keep the pool open despite the unthinking actions of someone. On Aug 1, 2024, JDO has fixed the fill pipe, and operations are back to what they were last week. It cost the community \$189 to fix this and hopefully it lasts for another season!

2. A quick recap of the season to date: we opened the pool on May 23rd.

One more round of thanks to Don Smith and Neil Snellings for running the robot to get the pool ready. We also had to add over a ton! (about 70-40 lbs bags) of salt. Since then, the pool has remained sparkling and if anything, improved since the opening. We have accomplished all of this within the costs established by the levels approved by the Board last Fall and we are still within amount requested for the 2024 Operations Budget.

The biggest continual cost is additional salt to replace what is being lost through leaks as the salt does not evaporate. The cost of water is covered under a different part of the CBTB budget but we are adding water every other day. We also replaced several of the umbrella bases that were not able to tighten down the umbrella poles and prevent them from blowing over under normal conditions. Unfortunately due to higher winds/storms, we have still experienced some loss of umbrellas as they were not folded

back up after use. We have also sent several CBTB emails that remind our members to take better care of our umbrellas (as well as not to use glass containers and clean up their trash). While there isn't much more we can do, it is important to note that each umbrella costs about \$50 and we have already had to purchase 13 of them this year to replace the broken ones. I would like to make sure we have built-in shade in the new pool design to avoid this kind of loss and maintenance requirement.

3. If there is still room in the budget, I am going to purchase one additional metal table, chairs, and umbrella as we need to replace one of the existing ones at the end of the season. At this point there is really nothing else that needs to be done if the pool continues to function, and the water leak does not get worse.

4. We have a tentative close date with JDO for September 11th and we will delay our next meeting until sometime after that to recap the results of this season.

Roads Committee – Chairperson – Matt Crabbe

Presented a quote for East Highview road repair at a cost of \$40,000.00 and a cost to repair Road on Tiny Place of \$13,500.00. Those estimates will be reviewed along with other road repairs and addressed when preparing the 2025 Budget. He also provided a quote of \$1,300.00 cash for removal of that lovely camper that has been resting on West Highview. Deb Beutel made a motion which was seconded by Cristian Shirilla to utilize the local CBTB Petty Cash fund to pay for the trailer removal and then to have ACS-West reimburse from the correct Operating fund cost code. The motion was unanimously approved.

Tennis/Pickleball Committee– Chairperson – C. Jean Ehlman

The cracks on the courts have been repaired and repainted by Tennis Courts Inc. at no cost to the CBTB Association.

Total # Lots	Voting # L	Explanation	Lot numbers
610	610	# of Full Lots owned by members	see ownership spreadsheet
5	5	# of Half Lots owned by 10 members	Lots 10A, 10B, 358A, 358B, 364, 364A, 516A, 516B, 526A, 526B
1	1	# of Third Lots owned by members 3	Lots 370A, 370B, 370C
3	0	# NNK Public Access (exempt from billing) 3	Lots 49, 50, 489
45	0	#CBTB Owned Lots (Common Areas plus 3)	Lots 7a, 68, 331, 373, 530 thru 569, 618
5	0	# Attached to Lots 2-6 (Corrotoman Dr) 5	Lots 2A, 3A, 4A, 5A, 6A
669	616		

Definitions

Exempt = Owned by Northern Neck Chesapeake Bay Public Access Authority and by VA Statue are exempt of paying assessments

None = Lots that were originally attached to Full Lots on the original CBTB Platt as non-buildable (Corrotoman Extended) Lots 2A, 3A, 4A, 5A, 6A

CBTB = Lots currently owned by CBTB and therefore no assessment is due. Of the 45 Lots 42 support amentities and the Water Tank, 3 were donated and could be resold for revenue.

Half and Third Lots should only be assigned to lots that were not marked with an alphanumeric charater on the original Platt but, have been sub-divided since then

CBTB Tennis/Pickleball Courts Drainage System Updated

The CBTB courts drainage system is important to protect the courts from cracking from the water getting on and "underneath" the courts from rain, storms and water draining from the pool underground.

Swales have been cut around the courts and a ditch cut across the golf course to the main ditch at Corrotoman Drive. They were "engineered" by a professional engineering company to have the proper elevation to protect the courts and allow the proper water drainage.

This drainage system was created around the CBTB courts close to ten years ago and needs to be updated and maintained. The swales and ditch have filled in and no longer provide the proper drainage to protect the courts from water damage.

We have requested that the grass cutters cut the swales and ditch areas shorter when cutting the grass to help protect the drainage system. I have talked to them and the grounds chair should also make this request. This is important!!!

Estimate of cost for updating the CBTB Courts drainage system: \$5,000 - \$6,000.

Request: CBTB funds be provided in the 2025 budget for the completion of this project in 6 to 8 months.

C. Jean Ehlman

CBTB Tennis/Pickleball Courts Chair

8/10/24

NAME

Kathy Craven
Ed Krull

MARTY BOCKENBACH

Jean & Bill Ehlman
Don Smith