

Corrotoman-By-The Bay Association, Inc. Board of Directors Meeting, Saturday, March 10, 2018

Board Members: Sam Longstreet, JJ Allen, Christian Schrilla, Robert Bennett, Deb Beutel, Becca Nelson, on the phone Bill Ehlman, Jean Ehlman, Susan Lindeman

Members: Rocky Boykin, Margaret Hammer, David Hammer, Kathy Craven, Jeff Craven, Tara Linne, Lisa Adler and Warren Ryan

Call to Order: Deb at 9:05am

Announcement: T-shirts, magnets, and koozies are available for purchase and Tara will set up a small area at the annual meeting where residents can purchase the merchandise.

Member Input Session: 1) When we remove the large tree it was suggested by Tara that we plant a new tree in its place in memory of Neil Garner, 2) The Rappahannock Record shows a couple of lots going up for auction and they are in the neighborhood, Deb and Bill to look to make sure we have cross referenced the collections to see if we have money owed.

Secretary's Report, Rebecca Nelson: January minutes finalized and emailed Motion to accept by Sam, Seconded by Christian, Approved unanimously. December and July still in draft will finalize soon.

Treasurer's Report, Sam Longstreet: Reports were presented on the screen; year end for 2017 was good with \$1,174 in the surplus; however, it was more than that as we put more \$ into the reserves, roughly \$3,000+\. Expenses were less than anticipated, specifically with legal fees, total expenses were less (\$4,352). Balance sheet shows \$101,469 available funds. The finance committee is looking into investment options to try increase interest earned. The proposed budget for FY 2018 (March 1, 2018 – Feb 28, 2019) is based primarily on FY 2017 expenditures plus anticipated increases and decreases. We hope to put around \$35,000 into capital reserves, but we will have to wait for the final balance after \$2018 actual expenditures. We also need to look into the web costs. Additionally, we need to include the cost of the Corrotoman extension survey which will be \$6,000; we need to amend the budget to include this. Motion to accept: JJ, Second: Becca, Approved unanimously.

Committee Reports

Architectural Report: JJ chair, he had nothing to report. Deb indicated someone questioned the approval process, JJ clarified that he does not approve submitted requests by himself as he includes one of the following: Robert, Rocky, or Joe Dickens.

Capital Reserve: Jean Ehlman, Chair: The budget reflects the money being received. Pool expenses are coming out of operating expenses.

Collections: Bill Ehlman, Chair: Funds outstanding prior to 2017 are \$18,000 and are in the legal process. Amount outstanding from 2017 is \$3,785. The McShea sale included all dues and fees which were outstanding in the amount of \$2,986.40. Still waiting for other foreclosures to be completed. Sam added that the proposed budget does not include pre-FY 2018 past-due fees currently in the collection process.

Communications: Tara Linne, Chair, Tara asked if we want a newsletter to go out with the annual meeting notice, Deb does. The CBTB directory is complete and Tara thanked Kathy Craven for her help. The directory will be available online if you need a paper copy it must be requested and there will be a small fee associated to pay for administrative costs, this will be highlighted in the newsletter. Tara posted a list of contacts in the clubhouse.

Dock: Rocky Boykin, Chair: Nothing to report

Finance Committee: Bill Ehlman, Chair: Nothing to report

Hospitality: Susie Pierce, Chair: Susie absent nothing to report

Nominating Committee: Jeff Craven, Chair: Jeff indicated Jean will run again, JJ is not going to run again, Maurice has agreed to run and we will continue to solicit for interest as we have 3 open vacancies. We have until April 1 for nominations by the nominating committee.

Pool: James Allen, Chair: JJ is still working on looking into fixing the scupper with Savard.

Roads & Grounds: James Allen, Chair: JJ indicated a couple of roads need minor repair.

Tennis & Golf: Jean Ehlman, Chair: Jean indicated she talked to Vicki Bartlet, 25 residents have paid the annual fee to use the pickle ball/tennis courts. We have some residents who paid last year and have not yet paid this year. We will send out a reminder in the newsletter as it is an annual fee. Once the weather gets warmer the chairs, benches, deck box, and pickleball equipment will be placed on the courts.

Old Business

1. **Status of Collections-** already discussed nothing new to add.
2. **Status of Committee to Review and Propose Updates to Administrative Policy Manual, By Laws and other CBTB Documentation, Deb-** Deb shared that Susan Lindeman has agreed to lead this committee; Deb discussed the rewrite which will need to include volunteers for the committee. She would like to discuss this at the annual meeting and if you are interested in being part of the committee contact Deb or Susan.
3. **Update on a WIFI enabled Thermostat-** Deb asked if JJ can be the point of contact, he agreed.

New Business

1. **Update on HOA Dues and Amenities payments for 2018**-already discussed; however, Robert suggested we add the amenities application with the newsletter.
2. **Need to consider hiring a grounds manager and pool person**- JJ has agreed to continue to be the grounds manager; however, we need to look into a pool management service. Motion made to look into 3 bids for pool management service (the two companies in town and River Pools) by JJ, Second Robert, and Approved unanimously.
3. **Future Meetings**- Deb proposed the next meeting will be April 14th and we go back to monthly meetings going forward.

Meeting adjourned at 10:17am