

# Corrotoman-By-The Bay Association, Inc.

## Board of Directors Meeting Minutes

9:00 a.m., Saturday, December 2, 2017

Members Present: Jeff Craven, Kathy Craven, Bill Ehlman, Marty Bourkland, Tara Linne, Bob Burrus

Board Members Present: Robert Bennett, J. J. Allen, Susan Lindeman, Deb Beutel, Rebecca Nelson, Susie Pierce, Jean Ehlman, Cristian Shirilla, absent: Sam Longstreet  
Board of Directors Meeting called to order by Deb Beutel, President, at **9:05 AM**.

### BOARD ANNOUNCEMENTS:

Deb Beutel kicked off the meeting with the following:

1. Announcing the agenda
2. Holiday party, need help for setup
3. New Years will be catered and the price is **\$15** per person and we will have a sign up genius for appetizers and desserts

### MEMBER INPUT:

No questions were asked of the board

### SECRETARY'S REPORT:

We still need to finalize the minutes from July and October

### TREASURER'S REPORT:

Sam Longstreet sent Deb updated reports; however, copies were not distributed due to technical difficulties. Deb provided some highlights which included: Year to date costs are staying within budget, we will need to see what will get rolled into the capital reserve account. Motion to accept the report- Christian, Second- Susie, approved unanimously

### COMMITTEE REPORTS:

#### ARCHITECTURAL REVIEW:

One application received for a shed at the corner of Corrotoman

CAPITAL RESERVE: No report

COLLECTIONS: Bill Ehlman reported **\$18,248.67** prior outstanding as of November **30, 2017**, **\$4,835** current outstanding from **2017** assessment plus **\$540.00** outstanding from Tahan and Greshom= **\$23,623** total outstanding

### COMMUNICATIONS:

No report, we will publish a January newsletter

### DOCK:

No report

### FINANCE COMMITTEE:

No report

HOSPITALITY:

No report

NOMINATING COMMITTEE:

No report; however, Robert reminded the board that we have **3** upcoming open positions and sufficient notification must be sent out in a timely manner.

POOL :

The scupper needs to be repaired. Divers have come and they can not find the leak. JJ to research other pool maintenance options, Christian to see if his work has any recommendations. Robert provided a high level reminder of some pool maintenance completed in **2013**. Robert also reminded the board we do not have a long term warranty on the pool. New pool or even to repair the existing pool with sandblasting to refurbish it would be a major expense.

ROADS & GROUNDS:

Road repair completed at the end of Corrotoman

TENNIS & GOLF:

Jean reported some spots were repaired on the tennis courts. Several golf flags were damaged as a result new flags have been purchased with the money raised, they will be put up in the spring.

OLD BUSINESS:

1) Accounting- Deb Beutel is working with Vicki at Rivers Accounting to have an updated process of payments made and to whom

2) Deb remember need the board we need new signage for several amenities, the lawyer has reviewed and approved some of the verbiage for the signs. We have **\$100** credit at Creative Designs of VA

3) Administrative policy- Susan Lindeman to chair a committee to look at the admin policy for potential inconsistencies with the bylaws and areas that need to be updated.

NEW BUSINESS:

1) VMRC- suggestion made to look into a petition to continue to reserve the shorelines within the neighborhood. Bill Ehman provided some history over the protested oyster applications. New stakes show areas that are current being worked. We will look into not how we can best communicate and receive signatures for the petition. Motion to work on a petition-Jean, Second- Rebecca, approved-unanimously.

2) Mail collection- Susie informed the group she will be unable to retrieve the mail. Deb to check in with Vicki on other options.

EXECUTIVE SESSION:

MOTION: Deb Beutel made the motion to go into Executive Session to discuss erosion issues Seconded, and

VOTE: Approved unanimously.

ADJOURNMENT:

MOTION: motion to return to regular meeting and to adjourn at **10:20am**, seconded, and

VOTE: Approved unanimously.