

CORROTOMAN-BY-THE BAY ASSOCIATION, INC.
October 27, 2018,
Board Meeting Minutes

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

BOARD ATTENDEES: Deb Beutel, Robert Bennett, Rebecca Nelson, Cristian Shirilla, Sam Longstreet, Lea Gallogly, Rebecca Nelson, Lisa Adler, and Jean Ehlman by phone

COMMUNITY MEMBERS PRESENT: Cathy Craven, Tara Linne, James Allen, Kathy Moffitt, Martin Bourkland, Brenda Biggs, Mike Aresnon, Bill Ehlman, and Bob & Cathy Ellis

ANNOUNCEMENTS: Halloween Party tonight. Please bring appetizers and drinks to share.

MEMBER INPUT SESSION: No Comments.

SECRETARY'S REPORT:

- September meeting minutes were circulated via on-line with minimal changes from the board.

Motion to approve to: Christian Shirilla

Second: Sam Longstreet

Motion: Passed

TREASURER'S REPORT:

- Sam Longstreet provided an update that is as of 9/30/2018
- Operating budget and expenses are \$72,298. Total expensed YTD have been \$46,450
- Balance, Cash Assets and Receivables \$129,028
- September expenses were reviewed
- Pool expenses and income were broken out

Motion to approve: Christian Shirilla

Second: Lea Gallogly

Motion: Passed

COMMITTEE REPORTS:

ARCHITECTURAL REVIEW: No Report

CAPITAL RESERVE: No Report

COLLECTIONS:

- Past collections are approximately 8% or \$8,300 for prior year's dues.
 - All outstanding/current debt has been turned over to attorneys.
 - One property has a sale pending
 - One property owner did not attend the court date, that effort appears to be moving towards bankruptcy.

COMMUNICATIONS:

- We will have a November newsletter, articles are needed to Tara by November 6, and she will give it to Vicki by November 12

DOCK: No Report

FINANCE: No Report

HOSPITALITY:

- **Vacant** Chair still need
- December 8th CBTB Christmas Party
- New Years Eve party will include a catered dinner and we will sell tickets. Limited to 60.

NOMINATING COMMITTEE: No Report

POOL:

- Lisa indicated we continue with ongoing repairs needed., which will be completed in a few weeks. Will share the date once received.
- We have received several recommendations for companies to resurface the pool, lift the motors in the pump house, and fix the fence
- Lisa had sent requests for the work to 3 companies; however, only 1 replied. Emails and calls were made; the company that replied is Commonwealth Aquatics. This company is from Fredericksburg and has been asked to price each portion of the project separately.
- JJ met with the company contact and indicated they were very nice, engaged, and understood the level of work. We are waiting for an estimate

ROADS AND GROUNDS:

- Downed trees from the recent storm
- 2 roads washed out: Sandy Lane and Lands End (east) -
- Board to work on a notification to the property owners to help keep debris from the ditch areas so we have better water flow. Lots are believed to be 419, 420, and 421 all on Lands End
- Ditch on Lands End needs to be cleaned out, JJ to work on this
- \$4,000 is budgeted for road maintenance and YTD we have spent \$1,000, Deb approved JJ to take steps as he has money in the budget

TENNIS, PICKLEBALL AND GOLF: No Report

OLD BUSINESS:

CORROTOMAN Drive Extension:

- Robert provided a summary due to new board members, which included the main concern of the road being washed out very similar to what happened with other roads in the Northern Neck during the recent storm
- We reached out to 6 contractors and we received estimates back from 2 companies which include preliminary numbers.
- Cost of the services to facilitate the repair (less actual permit costs, @\$2K) will be broken out by property owner (to include CBTB) by frontage. Affected property owners will be notified via certified letter, telephone contact and email of the upcoming meeting to discuss.

- The board paid for the initial survey; however, next steps include services for the submission of permits is approximately \$5,700-\$6,300 (this cost does not include the actual cost of the permit which varies based upon agency administrative labor). The board understands the liability for the CBTB Association frontage, however; the board needs notify the homeowner's of their portion of the overall liability based upon frontage.
- Board will mail letters out this week and have a meeting with the impacted property owners on November 17th.

NEW BUSINESS:

HOLIDAY EVENTS: Upcoming Christmas party and New Years will be posted in the upcoming newsletter

STATUS OF THE GENERATOR: JJ asked for permission to move forward with a maintenance plan for the generator of \$195 per year. This will include quarterly testing, annual oil change. The current issue with the non-performance of the generator cost \$239.00 and was caused by a dead battery. The new maintenance contract was approved by the board

CONSIDER JOB DESCRIPTION FOR PT FACILITIES and Maintenance MANAGER:
Postponed for a future meeting

BETTER EFFECTIVE CONFERENCE CAPABILITIES: Moved to a future meeting to look into upgrading call in options

Next Meeting is Saturday November 17, 2018 at 9:00am.

Meeting adjourned at 10:50 am