

CORROTOMAN BY THE BAY
MINUTES OF BOARD MEETING ON AUGUST 8, 2015

Board members present: James Allen, Robert Bennett, Rocky Boykin, Jean Ehlman, Roger Failmezger, Sam Longstreet, Susie Pierce.

Board members absent: Chris Nauman.

The CBTB Board meeting was called to order by Robert Bennett at 8:30: a.m.

An executive session of the Board called by Robert Bennett, President, to discuss legal matters.

The board meeting reconvened at 9 a.m.

Announcement of Agenda Items

Robert Bennett announced that William Smith is closing Kilmarnock Tax & Accounting. Smith recommended several other firms for CBTB. Bennett authorized Bill Ehlman and Sam Longstreet to interview local accounting firms. Of the firms interviewed, they recommended Rivers Accounting in White Stone, VA

Bennett presented the proposed new CBTB Collection Policy which will be an addendum to the Administration Policy Manual. Bill Ehlman and Sam Longstreet were authorized to discuss the proposed policy with the accountants. When approved, the new CBTB Policy will be posted on the CBTB web site and added to the Administration Policy Manual.

Community Comments

Joe Dickens asked about abandoned cars on a neighbor's property.

Robert Bennett referred him to Lancaster County that has an ordinance they can enforce.

Karen Rosenfeld asked about fee collections and how much is outstanding.

Bill Ehlman explained that over \$40,000 in fees are past due.

Neal Garner asked the board to review a list of suggestions by Will Line.

Robert Bennett said this will be discussed at the next board meeting.

Bill Ehlman reported on a discussion about locating the CBTB entrance sign on Corrotoman Drive with a property owner who will get back to us.

Robert Bennett contacted the Shoreline Erosion Advisory Service of the Virginia Department of Conservation and Recreation to inspect and make recommendations on Corrotoman Drive extended.

Maria Merkowitz asked about the pool.

James Allen responded.

BOARD BUSINESS

Secretary's report:

Beverly Saunders presented the July 18, 2015 Board Meeting Minutes.

Motion to approve was made by Sam Longstreet

Seconded by Susie Pierce.

Approved unanimously.

Treasurer' Report:

Sam Longstreet asked that the distributed June/July finance reports be accepted.

Approved unanimously.

It was moved that we change from a Debit Card to a Charge Card for a better record of expenditures.

Approved unanimously.

Sam Longstreet moved that we increase the fee for the Disclosure Packet from \$30 to \$75.

Roger Failmezger seconded.

Approved unanimously.

Roads & Grounds:

James Allen, chairman, reported that he had received three estimates for removal of trees around the tennis courts and the dead trees around the clubhouse property. The lowest bid was Welford Stevens.

Beverly Saunders moved to accept bid from Welford Stevens.

Susie Pierce seconded.

Approved unanimously.

James Allen reported that the gravel washout at West Highview and Corrotoman Drive was repaired.

Pier:

Rocky Boykin, Dock Master, reported that he is working with the fire department to repair the water intake pipe

Capital Reserve Committee:

Jean Ehlman Chair reported that Miller Dodson Associates representative Eric Kinder met with the Capital Reserve Committee, and Robert Bennett, President of CBTB Board of Directors, on Saturday, July 18, 2015 to perform our reserve study update. The reserve study update has been completed and the results have been sent to CBTB Association. The Capital Reserve Committee and CBTB President will review the findings and will share the results at a future meeting. When approved, the updated reserve study will be put on CBTB's web page. A reserve study or update is required by the Property Owner's Act, chapter 26, in the Code of Virginia and it is to be "conducted at least once every five years to determine the necessity and amount of reserves to repair, replace, and restore the capital components". The CBTB Association reserve study update will go into effect in March 2016.

Collection Committee:

Jean Ehlman moved that The CBTB Association Board of Directors immediately follow the collections of debt from outstanding CBTB property owners under the Warrant of Debt and Memorandum of Lien process in accordance with the CBTB administration policy #40, Billing and Collections, as amended. The amended policy is called the Corrotoman by the Bay Association, Inc., Collection Policy.

Susie Pierce seconded.

Approved unanimously.

The policy was given to CBTB webmaster, Tara Linne, to add to the manual on the website.

Jean Ehlman moved that the CBTB Collection Chair, William Ehlman, be given the authority to proceed in implementing the CBTB Association "Collection Policy" as approved by the Board of Directors with the help of Robert Bennett, President, Sam Longstreet, Asst. Treasurer, and Rivers Accounting as an agent.

Roger Failmezger seconded.

Approved unanimously.

Tennis & Golf Committee:

Jean Ehlman, chair, reported that the tennis courts are closed and locked due to unsafe conditions. James Allen removed the nets to the garage to preserve them for the future re-constructed tennis courts. The two tennis courts will be re-constructed and pickle ball court lines will be added to one of the courts when enough funds are available.

Social Committee:

Susie Pierce reported that the Happy Hour social was a great success. She will try to get something else planned soon.

Accounting:

Roger Failmezger moved that Rivers Accounting be approved as the new CBTB accountants beginning immediately.

Susie Pierce seconded.

Approved unanimously.

Upcoming Events:

Next Board Meeting will be at 9 a.m., Saturday, September 12, 2015 at the Clubhouse.

Adjournment:

Motion to adjourn made by Roger Failmezger.

Seconded by Susie Pierce.

Approved unanimously.