

MINUTES
CSCIA BOARD OF GOVERNORS MONTHLY MEETING
MAY 11, 2015

President Breeden called the meeting to order at 7:32 P.M in the Cox Meeting Room of the Clubhouse. He said it's been a busy month with covenants, piers, buildings, security and vandalism and community service, Touch a Truck, and the Cape Escape. He said help will be needed at the Board's booth at the Strawberry Festival.

Minutes and Profit and Loss Statements (P&Ls):

April 13, 2015 Monthly BOG meeting minutes: Governor Lamb made a motion to approve these minutes. The motion was seconded by Governor Dembowski. There was some discussion of corrections regarding technology issues in New Business. Governor Myers moved that the minutes as corrected be approved. The motion was seconded by Governor Lamb and passed unanimously.

March 31, 2015 Final Profit and Loss Statement: Governor Szczytko made a motion to approve this P&L statement. The motion was seconded by Governor Dembowski and passed unanimously.

COMMITTEE REPORTS:

Beaches and Parks: Governor Dembowski said that the beaches are becoming busy and that the National Geographic filming took place as scheduled last month.

Treasurer: Governor Myers said we needed to move funds from operating to the Capital Budget to cover the costs of building the shed at the Clubhouse and part II of the beach path. We obtained permission from the community at the April Quarterly meeting to make the transfer.

Revenues for Clubhouse, Caper and Piers have already met expectations, and there are still two months left on the fiscal year. We are still waiting for the remainder of our SCBD funds. Expenditures are still consistent with expectations.

Events: Governor Myers said planning will begin in earnest for the festivities of the 4th and the web page needs to go up.

Technology: Governor Szczytko said he installed a free SSL certificate to our website, which ensures safe browsing but also sets us up for the Quickbooks/website integration for accepting online payments. He continued site improvements for speed and communication, and added the CSCIA Facebook stream to the website. He has been working on Cape Conservation Corps website. Also, the [CSC Strawberry Festival](#) website is done with a Sponsors Page, Crafters Page, and Community Organizations page.

Strawberry Festival: Governor Lamb said the web page gives us the opportunity to thank people who help. The first banner is up and the second should go up tomorrow. All the events and activities are lined up.

Caper: Governor Lamb is sending out new contracts this week and still dealing with timely submittals. She said she will be setting hard and fast deadlines for the next fiscal year. There was discussion about adding advertising inserts to the on line version of the Caper as well as the print edition. The Board will defer to Governor Lamb's judgment on making the decision.

Clubhouse: Governor Lamb said the shed should arrive in about 10 days. She has been working with the electrician to complete the outdoor lighting and repair an issue in the kitchen. She has also been working on a revised contract and list of fees. Rentals are steady.

Piers: Governor Small said there are only 5 slips left and 4 subleases to fill. June 1 will be the deadline to start enforcing stickers and non-use of slips. The first projects on Deep Creek will be starting this week or next. Governor Breeden added that illegal use of boat ramp enforcement is underway, and that the committee met and approved some urgent and immediate fixes to our piers and major replacement of the Deep Creek Large Pier for later this calendar year. He also noted actual revenues now exceed budgeted revenues for FY 2015, due in part to collecting the special assessment of \$55.00 from each slip holder.

Erosion Control: Governor Vaccaro said the phragmites burn at Lake Claire was the most successful ever, and we now have a full acre of cleared area ready for planting. She hopes to order seed within the next few weeks to seed native wetland plants into that area.

The property owner of 1048 Lake Claire has signed on to the reforestation grant and work will begin to get the invasive plants under control there.

Broadneck High School will be bringing over 500 kids, 90 at a time, out to work in the reforestation areas during the first week of June. They will plant trees, scatter seed and remove invasive plants.

Cape Conservation Corps, formerly Friends of Lake Claire, has officially filed Articles of Incorporation.

Arlington Echo was unable to get their contractor out to the Deep Creek Marina hillside in time to remove ivy before the scheduled May planting. They would like to reschedule planting trees on the Deep Creek hillside for the fall so that they can get the ivy under control before the kids come out to plant. This will work out better as the weather will be cooler and the trees are more likely to survive on that hillside.

She walked Patrick Kelly of PDK Horticultural around the Lake Claire area and discussed management of the invasives there. He would like to do some targeted spraying in sections over the summer months. She will need to some money to pay him.

Budget: Chairman Buchet said the committee is meeting next Tuesday at 8 P.M. and would like BOG committee funding requests by then. He also asked if he could receive the P&Ls electronically.

Building: Governor Breeden said we continue to receive and respond within a two week time frame for all new building requests. We have added a volunteer member resident to our building committee, local architect Chuck Hawley, with the AIA designation, to help regarding new home building issues and some review of best practices that we should possibly consider.

Security: Governor Breeden said we have had several incidents that have been resolved by our Security Committee, an off-duty AAPD Officer and on-duty Officers including trespassing after

hours by non-residents, underage drinking issues and some vandalism at our beaches and parks. We will be issuing temporary restrictions and overseeing community service hours as a means of repayment with offenders who wish to have their privileges reinstated where applicable.

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Towing enforcement has begun along with regular check throughout the day of our parking facilities by the Security Committee.

Roads: Governor Breeden noted that Kathy Sharp provided the community with an update at the quarterly meeting. We have added the updates to our Facebook and web pages. He added that the superintendent walked off the job the day after that meeting, which pushed the new mobilization date to May 18. He said the Board has made it clear to the County the job must be finished before next winter.

Mosquito Control: Governor Breeden said we are on the list for the community spraying program and we will provide information as we receive it from the State. He said a letter is going out tomorrow to the Director of the Department of Agriculture regarding the rescinding of the exemption discussed last month.

Covenants: Governor Breeden reported 24 ongoing investigations, many of which involve the County for issues such as untagged vehicles and building conditions.

OLD BUSINESS:

Regarding comments at the last quarterly meeting about new development, Governor Breeden will meet with the Hazens, our local architect, and Governor Szczytko to review our regulations and standards.

NEW BUSINESS:

Governor Dembowski said that JB Parking Lot Striping will donate time and equipment to mark off parking spaces in the field for Strawberry Festival. They will use degradable field marking paint.

Governor Dembowski is looking into putting up permanent security cameras at Deep Creek, Lake Claire, and the Clubhouse and parking areas. He wants to reallocate some of the unused insurance money to cover the approximately \$600 cost, and will need Governor Szczytko's help in setting up cell phone and computer access.

Governor Lamb said Mosquito Joe has offered to spray the beach for Strawberry Festival, but because of environmental and health concerns the Board declined the offer.

Governor Vaccaro noted that we need money to buy seed to cover the acre cleared at Lake Claire. She has a quote from Ernst Seeds and Governor Breeden said that we have the money through insurance savings to cover the cost. She also asked the Board to think about a stormwater project at Deep Creek.

There was a discussion of maintenance on the Clubhouse rock garden and whether converting it to a rain garden would be feasible.

Governor Breeden noted that Fairwinds Marina is putting wave breaks under their piers and will be bringing in a food truck. They asked if we wanted a gate directly from our property at Lake Claire onto their property. We declined. Governor Breeden also said there is an immediate need for emergency repair to a bumpout at Deep Creek large pier. He also noted the savings of \$1400 last month in electricity costs there now that the bubbler system has been shut off.

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Governors Breeden and Small, along with local pier contractor Burt Walsh, checked out all the deferred maintenance at the piers and determined that there is about \$60,000 worth of work that needs to be done as soon as possible. We have the money to do it now and the piers committee has approved the work for the fall. There was discussion of the bidding process and the possibility of gradually increasing slip fees. It was also noted that the standpipe at Lake Claire needs immediate repair. There is also pier repair needed at Lake Claire but it is not as urgent as that needed at Deep Creek.

Governor Breeden moved that we forego getting comparable bids for repairing the T at the Deep Creek large pier and move forward with having Burt Walsh's company do the work. The motion was seconded by Governor Vaccaro and passed unanimously.

ADJOURNMENT:

Governor Vaccaro moved that Board adjourn. The motion was seconded by Governor Dembowski and the May 11, 2015 meeting of the Board of Governors was adjourned at 8:46 P.M.

MEMBERS PRESENT:

Governors Breeden, Dembowski, Lamb, Myers, Small, Szczytko, and Vaccaro were present. Governor Snow was absent. Also present were Budget Committee chairman Buchet and member Toy, along with Administrative Assistant Coble.

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