

**CAI Chesapeake Chapter
Board of Directors Meeting
July 11, 2012 4:00p.m.
Offices of American Community Management**

I. Call to order

- Meeting called to order by Sari McLeod at 4:12p.m.

II. Roll Call

- Board Directors Present: Sari McLeod, Jonathan Strauss, Kara Permisohn
- Board Directors Absent: B.K. Wallbrunn, Scott Silverman, Mel Herzberger, Allan McLeod, Pauline Watson
- Other attendees: Camille Cimino, Angela Guaragna

III. Additions to Board meeting agenda

- There were no additions to the agenda.

IV. Minutes

- Kara made a motion to “approve the May 2012 meeting minutes as distributed”.
Second Johnathan Meeting minutes approved by consensus

IV. Committee Reports

• **Education**

- The Board reviewed the financial recap and evaluations for the May 2012 seminar. The Board acknowledged that it was a successful program.

• **Membership Committee**

The June statistics were reviewed.

- List of Expired Members – Staff to follow-up with managers from ProCom, ACM, and Residential Realty as indicated by the Board.
- New Members –26 new members
- Soon to Expire –Reviewed by Board

• **Nominating Committee**

- Kara reached out to many of the lawyers to find out if they would like to run for a position on the Board.
- Kara will be meeting with the nominating committee to start moving forward.
- Staff sent mass email blast asking member for suggestions regarding possible Board candidates.

• **Internet/Website Committee**

Kara made a motion to “accept the proposal of Go Elemental to work on the Chapter website changes”. Second – Sari Motion approved by consensus

• **Delmarva – No Report**

• **Newsletter Committee**

- Summer issue is being prepared. Camille stated that advertising was down \$1000 from last year. She suggested having the committee solicit for advertising to get more ads. John made a suggestion to contact those that advertised in previous issues and see why they did not advertise again. Staff will follow-up with this suggestion.

- **Expo Committee**
 - Camille stated that overall booth, table and sponsorships have been selling well.
 - **Social Events/Holiday Social committee**
 - No report. Staff to contact Gary Saylor and provide a reminder that the committee should start meeting.
 - Staff to provide holiday social committee list of sponsors from 2011 to review. Holiday Social Committee should make calls and try to get them to sponsor again this year.
 - The Board voted by consensus that the holiday social will be on Thursday, November 29, 2012
 - Kara suggested having a cocktail sponsor this year.
 - Jonathan made a motion to “approve giving away two free drink tickets at the Holiday Social”. Second – Sari Approved by consensus.
 - **Golf Committee**
 - Board reviewed golf financials and noted the event was profitable event for the Chapter as reflected in the financials.
- VI. April Financials**
- The Board reviewed April financials and acknowledged the Chapter is doing well financially.
- VII. New business**
- **Planning Retreat**
 - Staff to send B.K. planning retreat agenda from 2011 for review and ask for format feedback.
 - Staff – Bring the list of seminars held in the past years to make sure no topics are repeated.
 - Angela – Web-blast one additional save the date for planning retreat.
 - **September Meeting**
 - Kara made a motion to “hold the next Board meeting September 5, 2012 via conference call”. Second –Jonathan Motion approved by consensus
- VIII. Adjournment**
- Kara motioned to adjourn the July 11, 2012 Board of Directors Meeting at 5:35 p.m. Second-Sari Motion approved by consensus.