

CAI CHESAPEAKE REGION CHAPTER
Meeting Minutes
Board of Directors Meeting
Thursday, April 4, 2013

Meeting held at the offices of:
American Community Management, Inc.
7484 Candlewood Road, Suite H
Hanover, MD 21076

I. Call to Order

The meeting was called to order by President, B.K. Wallbrunn at 4:10 p.m.

II. Roll Call

Those in attendance: B.K. Wallbrunn, Gary Saylor, Neil Alioto, Hazel Wilkinson, John Taylor, Judyann Lee.

Chapter Executive Director Camille Cimino

Those absent: Jonathan Strauss, Kara Permisohn, Sari McLeod

III. Approval of Meeting Agenda

Being no objections the agenda was approved with one correction - next meeting May 21, 2013.

IV. Approval of Minutes

Minutes of the April 4, 2013 meeting were submitted for approval. Mr. Alioto made a motion to approve the minutes as written. Mr. Saylor seconded, all in favor. Motion carried.

V. Committee Reports

Membership Committee report was attached. There were no reports from the Education Committee, Nominating Committee, Website Committee, Delmarva Committee, Newsletter Committee, Golf Committee, Expo Committee, Social Committee, or LAC Committee.

VI. Officers Reports – None.

VII. Management Report

1. Evaluation of March 2013 breakfast seminar. Attendance better than anticipated. Need more audience participation. Financial worksheet attached.
2. Financial worksheet from the March 23, 2013 Essentials Class is attached. There were 13 total registrants and a profit of \$235.33 recognized. We need to have more participation from Board members.
3. There were 33 registered for the Board Governance Program held on April 6, 2013. Ms. Cynthia Hitt was the instructor.
4. The Chapter has 58 registered for the April 23, 2013 Breakfast Seminar.
5. 30 people indicated they will attend the Networking/Happy Hour on April 25, 2013 sponsored by Nick Cowie

6. The Chapter received a commission for the M205 class.
7. Membership Committee - New members list, expired memberships and soon to expire memberships listing are attached. The Chesapeake Chapter has been given an award from National for member retention. In 2012 the Chapter retained 91% of the membership. The Chapter is short on homeowner/Board members. Board member must take out individual memberships.
8. Newsletter Committee – Committee working on Spring issue of the Beacon.
9. Internet/Website Committee - Chair still open.
10. Mentor program – coaches and advises. Committee working on flyer. First time attendees to Breakfast Seminars will be marked with a green dot.
11. Golf – Outing is scheduled for June 19, 2013 at Fairway Hills in Columbia. Sponsorships sold listing is attached.
12. Financial Report is attached.
13. Legislative updates attached.
14. Mr. Jonathan Strauss will be more available after April 15th. He will set up Quick Books for use by the Chapter office.
15. Ms. Wallbrunn spoke with Shannon regarding the Social Committee. She was given contact information for Mr. Nick Cowie.

Ms. Wallbrunn made a motion to adjourn at 5:03 p.m. Mr. Saylor seconded, all in favor. Meeting adjourned.

The next meeting will be held on May 21, 2013 at Snyder's Willow Grove immediately after the breakfast.

Respectfully submitted,

Hazel Wilkinson, Chapter Secretary
April 16, 2013