

**CAI Chesapeake Region Chapter  
Board of Directors Meeting  
June 11, 2014  
Offices of American Community Management  
7484 Candlewood Road, Suite H  
Hanover, MD 21076**

**I. Call to order**

The meeting was called to order by Mr. Saylor at 4:30 p.m.

**II. Roll Call**

Board Directors Present: Gary Saylor, Gianna Rahmani, B.K. Wallbrunn,  
Bill Hasselman, Allen Mott, John Taylor, Neil Alioto

Board Directors Absent: Sari McLeod, Judyann Lee (excused)

Also in attendance: Executive Director, Camille Cimino

**III. Meeting Agenda**

Mr. Alioto made a motion to “approve the June 11, 2014 meeting agenda as distributed”.  
2<sup>nd</sup> Mr. Mott Approved

**IV. Minutes**

Mr. Alioto made a motion to “approve the May 8, 2014 meeting minutes as distributed”.  
2<sup>nd</sup> Mr. Hasselman Approved

**V. Committee Reports**

- Membership Committee Minutes included in Board Package
- Expo Committee Meeting Minutes included in Board Package

**VI. Management Reports**

**Education**

Ms. Cimino provided the financial worksheet from the April 25, 2014 Essentials Course. Ms. Cimino stated that the seminar went well and topic suggestions were taken and will be maintained by staff and submitted for use for the 2015 programs. This was the first time this seminar was held on a Friday in this area. Ms. Cimino went on to note that National has announced that they are working on re-writing the Essentials class.

Ms. Cimino provided the course evaluation results from the April 25, 2014 Essentials class; 22 evaluations were turned in; there were 24 attendees and 0 no shows.

Course Evaluation results were included for the May 14, 2014 “FHA & HUD Condominium Guidelines” Breakfast Seminar; evaluations completed were 33. Also included was the financial worksheet. The Net Profit from this seminar was \$5,893.91. Managers in attendance were 64, homeowners 11, service providers 61, speakers 2 for a total attendance of 138.

**Education Committee**

First meeting will take place June 24, 2014 at 9:30am at the offices of American Community Management.

**Discussion Items**

Mr. Alioto stated some concerns and recommendations regarding committee members and asking the Board to consider limiting the volunteers per committee from any one entity and also limiting the number of committee members so that the committees will stay within a manageable number.

The Board tabled this item for discussion at a later date.

Board agreed that the Board Liaisons should monitor their committees’ activities to insure there is no bias toward anyone group of individuals.

**Membership**

Ms. Cimino submitted reports listing the following information: May 2014 list Expired Members; May 2014 list New Members; June 30, 2014 list of Soon to Expire members. The Matrix reports from National were not available to include in the Board Packages.

Mr. Mott made a motion to “approve a trial run to do a presentation of CAI’s member benefits to inactive and/or non-member management companies”.

2<sup>nd</sup> Ms. Rahmani Approved

Ms. Cimino will meet with Ms. Rahmani and Mr. Dorsey to go help prepare a program presentation.

Ms. Rahmani noted that the membership committee made calls to “new members” on Monday, June 9, 2014. She will send the script for “calling new members” to the Board of Directors so that they may contact the new member they have been assigned to call.

**Golf Committee**

Ms. Cimino stated that the June 18, 2014 Golf event at Fairway Hills in Columbia, MD is ready to go. There are 32 foursomes playing and some foursomes are looking for people to play.

**DelMarva Committee**

Ms. Cimino stated that a conference call is slated for the end of August.

**Newsletter Committee**

Ms. Cimino stated that the Beacon Summer 2014 issue is being worked on.

**Finance**

Ms. Cimino attached the 4/30/2014 CAI bank account balance sheet showing a total of \$408,013.22 and the Profit & Loss vs. Actual report for April 2014.

**By-Law Committee**

The By-Law Committee had a meeting on Tuesday, May 13, 2014 and are presently working on their assignments.

**Nominating Committee**

The committee will meet this month via conference call. Mr. Saylor is the Chair.

**Expo**

2014 theme “Since Strangling is not an Option - Creating Positive Strategies for Dealing with Difficult People”.

**Holiday Social**

Mr. Alioto made a motion to “approve the Westin as the venue for the Holiday Social”.

2<sup>nd</sup> Mr. Mott Approved

**Social Event**

The social committee is to research a charity event that the Chapter could participate in.

**VII. New Business**  
None

**VIII. Old Business**  
None

**XI. Adjournment**  
Mr. Alioto made a motion to “Adjourn the June 11, 2014 Board of Directors meeting”.  
2<sup>nd</sup> Mr. Mott Approved Meeting adjourned at 5:46 p.m.

*Next Board Meeting Date: July 9, 2014 4:30 p.m.*

\_\_\_\_\_  
*B.K. Wallbrunn, Board Secretary*

\_\_\_\_\_  
*Date*