

**CAI Chesapeake Region Chapter
Board of Directors Meeting
March 12, 2014
Snyder's Willow Grove
841 North Hammonds Ferry Road
Linthicum, MD 21090**

I. Call to order

Meeting called to order by Judyann Lee at 12:31 p.m.

II. Roll Call

Board Directors Present: Judyann Lee, Gary Saylor, Gianna Rahmani, B.K. Wallbrunn,
Bill Hasselman, John Taylor, Sari McLeod

Board Directors Absent: Neil Alioto Allen Mott

Also in attendance: Executive Director, Camille Cimino

III. Meeting Agenda

By Consensus the March 12, 2014 meeting agenda was approved as distributed.

IV. Minutes

February 2014 meeting minutes have not been submitted for review.

V. Committee Reports

Golf Committee Meeting Minutes included in board package information

Membership Meeting Minutes included in board package information

Newsletter Committee Meeting Minutes included in board package information

VI. Management Reports

Education

Ms. Cimino provided evaluations for the February 12 Breakfast Seminar which was the largest attended program for the Chapter. Overall the evaluation scores were positive. Also attached was the financial worksheet for this seminar showing a profit.

The February 22, 2014 homeowner seminar "Understanding Governing Documents and How to Amend them" was the first time this topic was offered. This was held at the English Country Manor in Bel Air, MD. This seminar was taught by Nagle-Zaller and although attendance was low, the evaluation marks were high.

The seminar "Successful Strategies for Resolving Construction Defect Disputes with Developers" was held March 1, 2014 at the Residence Inn at Arundel Mills with Nick Cowie as the instructor. There were 22 people in attendance. This was better attended than in 2013. Ms. Cimino was able to pass out 11 prospect kits. .

The April 5, 2014 Homeowner Seminar "Community Covenant Rules & Enforcement" has only had two registrations to date.

The April 16, 2014 Breakfast Seminar "Green is the Color of Money! Rain Tax, Electric Vehicles and Mandatory Recycling Can Affect Your Bottom Line" has had eleven registrations so far. This program will be full of good information. The expectation is that more will register as the seminar date gets closer.

The May Breakfast Seminar is being planned by Judyann Lee and John Taylor. Mr. Taylor noted that Gary Gouch with FHA will be a speaker and a representative with

Eagle Bank on the lender side will speak on approvals for mortgages. Speakers will also address any updates to FHA. Title of the seminar may change.

Membership

Ms. Cimino submitted reports listing the following information:

February 2014 List Expired Members; February 2014 list New Members; February 2014 list of Soon to Expire members and the February 2014 matrix showing the overall membership in the CAI Chapters. The Chesapeake Chapter matrix for February 2014 lists 726 members for the reporting period.

Also included was a February 2014 matrix showing the CAVL totals which is 10,811 and managers at 10,928 for CAI National count. The February 2014 matrix shows 1,560 memberships for Maryland and 74 for Delaware.

Golf Committee

Ms. Cimino stated that the June 18, 2014 Golf event at Fairway Hills in Columbia, MD is selling out quickly. Sponsorships are still selling. The committee is at 15 this year with four new manager members.

DelMarva Committee

Ms. Cimino noted that there are 47 registrants for the March 28th Breakfast program and she anticipates about 60 overall. There were also 12 sponsorships sold.

Ms. Cimino went on to note that there will be an A, B, C's course in Ocean City given by Ms. McLeod and Ms. Throop.

Newsletter Committee

Ms. Cimino stated that the Beacon winter issue has been mailed.

Finance

Ms. Cimino attached the 1/31/2014 CAI bank account balance sheet and the Profit & Loss report for January 2014. Ms. Cimino went on to state that the budget for the year is not completed due to issues with Quick Books. Ms. Cimino contacted Mr. Strauss for assistance in updating reports; however the report does show expenditures in January.

By-Law Committee

Ms. Lee gave a summary regarding the By-Law Committee. Scott Silverman will serve as the Chair and Ms. Lee will contact him on Monday to schedule the first meeting of the Committee. The goal is to review and get draft to the Board by September for review.

There were no reports during the management presentation for the following committees: Nominating; Expo; Holiday Social and Social Events.

VII. New Business

Discussion regarding Social Events and suggestions for those events took place. Two options would be a Spring 2014 event and a Fall 2014 event. Some suggestions by the Board were: bowling, Happy Hour Networking, Baseball Outing. Something quick and simple with minimal planning.

The Social Events Committee could also focus on a charitable event which could be part of what the Committee would look at. The Committee could review what charitable organizations currently exist which are directly linked to the Association Management industry within the local Counties of the Chesapeake Chapter as well as ideas for five social

events for Spring & Fall 2015 which would attract managers, community volunteers and vendors.

Ms. Cimino and staff will look into a Happy Hour for Spring 2014. The Committee will be tasked to plan games, giveaways and soliciting donations from sponsors.

Ms. Cimino stated that management had looked at audio visual options. If the Chapter Breakfasts were recorded this may run about \$1,000 plus for the tech., camera and finished product. This would not include editing and only a single stationary camera. The Board, by consensus, tabled this discussion.

VIII. Old Business

Ms. Lee provided the Board with a draft handout of the Committee Charters. The Board is to review and send comments and/or suggestions to Ms. Lee prior to the next Board meeting.

XI. Adjournment

Ms. McLeod made a motion to “Adjourn the March 12, 2014 Board of Directors meeting and table discussion of the Committee Charters until the next Board meeting”.

Second Ms. Wallbrunn

Motion Approved

Meeting adjourned at 2:05 p.m.

Respectfully submitted by:

B.K. Wallbrunn, Board Secretary

Date