

**CAI Chesapeake Region Chapter
Board of Directors Meeting
September 17, 2014
Michael's Eighth Avenue
7220 Grayburn Drive
Glen Burnie, MD 21061**

I. Call to order

Meeting called to order by Judyann Lee at 12:00 p.m.

II. Roll Call

Board Directors Present: Judyann Lee, Gary Saylor, Gianna Rahmani, B.K. Swartwood, Allen Mott, Sari McLeod, Neil Alioto, Bill Hasselman, John Taylor

In attendance: Executive Director, Camille Cimino

Ms. Cimino introduced, Phyllis Marsh and Bruce Campbell from the LAC. The Board, by unanimous consent, agreed to have Ms. Marsh and Mr. Campbell present updates regarding recruiting, nominations, legislative bills and an overview of the work that the LAC Committee is doing on behalf of CAI.

III. Meeting Agenda

The Board, by unanimous consent, moved the planning retreat report to the beginning of the CED Management Report.

Minutes

Hearing no objections the February 12, 2014 meeting minutes were approved as distributed.

Hearing no objections the July 9, 2014 meeting minutes were approved as distributed

IV. Committee Reports

Meeting Minutes submitted for review by the Board of Directors from:

- Membership Meeting
- Expo Committee Meeting
- Social Committee Meeting
- Nominating Committee Meeting
- Education Committee Meeting
- Holiday Social Committee Meeting
- Delmarva Committee Meeting

V. Management Reports

2015 Breakfast Seminars

Mr. Alioto made a motion to "Accept the 2015 Breakfast Programs as submitted with the dates as follows:

- **February** – #5 on list - Tricks of the Trade/Developing a Sense of Community.
- **March** - #3 on list – When a Community is Conceived/The Birth of a Community – from when the first drawing is created to the building going up, etc.”.
- **April** - #4 - Insurance
- **May** - #1 – Best Practices
- **September** - #2 – Managing Your Liability/Staying in Your Box – When to Call a Professional
- Expo 2015 Topic: “Dealing with Crime in a Community – To commit a crime, you need Desire, Means & Opportunity. The only thing you can control is opportunity”.

2015 Homeowner Seminars:

- A Year in the Life of a Board Member” and “Show Me the Money-Keeping Your Dues in Control”.
- Foreclosures/Collections – Facts vs. Fiction
- Insurance – Cover Your Assets
- Board Governance Issues – How to Stay Out of the Attorney General’s Office
- Community Covenant and Rules Enforcement

Second by Ms. McLeod Approved

Education

Ms. Cimino noted the following:

- Homeowner seminar to be held on September 20, 2014 titled “How Do Associations Handle the Challenges that come with Leasing....Do you want to be a Landlord?” Eight people have signed up to date. Program is about 1 ½ hours in duration.

Membership

Ms. Cimino submitted reports showing 2014 statistics for the following: July & August List of Expired Members; July New Members Report; September Soon to Expire members; August 2014 matrix showing Chapter membership statistics and Chapter matrix showing membership statistics by State. The Chesapeake Chapter shows 753 members.

Delmarva

Ms. Cimino noted that there will be an “Essential’s” class held in November. The committee is helping to build up attendance for these types of activities by making phone calls and asking for support for the upcoming course.

Newsletter

Committee is working on the fall newsletter.

Finance

Ms. Cimino submitted the Account Balance Statement as of July 31, 2014 and the year to date Profit & Loss report. Ms. Cimino, Ms. Swartwood and Mr. Alioto will meet in October to review a draft budget for the Chapter

Bylaw 2015 Review Committee

Ms. Cimino stated that she was still trying to coordinate getting the proposed changes to the bylaws from Mr. Silverman. Ms. Lee stated she would reach out and get an update on the materials and will send out the three sections for review to the Board.

Nominating

Applications were reviewed by the Nominating Committee on September 16, 2014 and forwarded to Ms. Cimino. Five managers and four homeowner’s have applied. Notifications will be sent to membership on October 17, 2014.

Expo Committee

Ms. Cimino stated the five additional exhibitor table tops have been sold which will be located in the hallway. Sponsorship sales are currently less than FY 2014.

Holiday Social

Ms. Cimino gave an update on the sponsorships for the event and the proposed changes the committee recommended. Keep the DJ but discontinue the karaoke. Add photo booth with props for pictures. All individual committee members will not be singled out one by one in an effort to shorten the presentation. Committee members can pick up their certificates which will be placed on a table for pickup. Instead, a slide show of member photos throughout the year will be shown

during the social. Music will end at 9:00 p.m. and door prizes will be given out throughout the evening.

Social Events

Ms. Cimino stated that the committee is still researching a charity event that the Chapter may be able to participate in.

Ms. Cimino suggested that we encourage members to bring food to each of the Breakfast Seminars in 2015. We can try to locate food drop off locations in the nearby counties in order to spread the donations around.

Ms. McLeod made a motion to “Begin a food charity drive at each of the Chapter Breakfast Seminars”.

Second Ms. Lee Approved

VI. New Business

Mr. Alioto made a motion that “Each Board Director contribute \$25.00 in order to have the Chesapeake Board of Directors sponsor the Chocolate Fountain at the October 21, 2014 Expo”.

2nd Mr. Mott Approved

XI. Old Business

The Board reviewed the email response from CAI National regarding Management Companies sponsoring Education Seminars that may compete with the Chapter. It is National’s belief that this practice is allowable and that Chapters should encourage these companies to do events with the Chapter.

Adjournment

Mr. Mott made a motion to “Adjourn the September 17, 2014 Board of Directors meeting”.

Second Mr. Taylor Approved

Meeting adjourned at 2:06 p.m.

Respectfully submitted by:

B.K. Swartwood, Board Secretary

Date