

**CAI Chesapeake Region Chapter  
Board of Directors Meeting  
February 11, 2015  
12:30 p.m.  
Michaels' 8th Avenue, Glen Burnie, MD**

**I. Call to order**

Meeting called to order by Gary Saylor at 12:10 p.m.

**II. Roll Call**

Board Directors Present: Neil Alioto, Maura Hancock, Ruth Harlan, Bill Hasselman,, Allen Mott, Gianna Rahmani, Gary Saylor, John Taylor.

Absent: Judyann Lee

Also in attendance via teleconference: Executive Director, Camille Cimino

**III. Board Meeting Agenda**

Mr. Mott made a motion to accept the Agenda as presented. 2<sup>nd</sup> Mr. Alioto . Approved.  
John Taylor entered.

**IV. Minutes**

Mr. Alioto made a motion to “approve the January 14, 2015 meeting minutes as submitted”.  
2<sup>nd</sup> Mr. Mott. Approved.

**V. Committee Reports**

●Golf Committee is raising the cost for a foursome for the June Golf Tournament as well as a couple of sponsorships.. Mr. Saylor asked if there was going to be additional tents for more seating. Mr. Alioto motioned to approve the minutes. 2<sup>nd</sup> Mr. Mott. Approved.

●Mr. Alioto motioned to approve the Newsletter Committee minutes. 2<sup>nd</sup> Mr. Mott. Approved.

**VI. CED Management Reports**

**Education**

Ms. Cimino reviewed February 11 breakfast seminar: 150 people were registered to attend.

Reviewed February 11<sup>th</sup> Breakfast Seminar: Board requested that future seminar handouts include names of CAI publications where relevant. The chapter will post the handouts up on the Chapter website as well.

Number of registrants for Feb. 28<sup>th</sup> Homeowner Seminar – “Year in the life of a Board member: -- 10 members signed up. Ruth and Nick are working with the presenters perfecting presentation. Ann Sheehan will be including a copy of CAI Gap Report on “The Responsibilities of a Treasurer” for each attendee.

Reviewed outline for March Breakfast Seminar - The Board did not have any recommended changes.

**Membership**

January Statistics

- List of Expired Members – quite a few
- New Members – Membership contacting new members
- Soon to Expire Report - also a large number
- Matrix – just shy of 800 – 791. Retention doing well. Stay for 6 months and chapter will cross over to “Very Large” Chapter.

**Golf:**

Next meeting is February 27<sup>th</sup>. First right of refusal letters have been sent to last year's sponsors. Deadline is February 23<sup>rd</sup>. February 24<sup>th</sup> sponsorships will open up to other companies. Working on updating brochure for 20<sup>th</sup> anniversary. Brochure should be mailed out after February 27<sup>th</sup> meeting.

**Delmarva:**

- March 27<sup>th</sup> Breakfast Program – 33 registrants to date. This is the second program on Eastern Shore.
- Sponsorships sold out. Iris Hobbs is responsible for generating this support.
- Mr. Mott reiterated his conversation with Mr. Cropper regarding the Board's concern of the importance that CAI sponsorships be inclusive and looking to expand membership and participation at Chapter functions.
- Mr. Cropper had suggested the Chapter consider establishing a Delmarva Subcommittee that would rotate meetings between three entities (Delaware Beach, Ocean City, MD and Eastern Shore (Easton/Salisbury)). No action was taken by the Board.

**Newsletter**

- Beacon Winter issue – has been sent to the printer.

**Finance**

- January Profit & Loss Statement
- Account Balance Summary – as of January 31<sup>st</sup>.
  - Review 2015 Budget – Ad Hoc Budget Committee being chaired by Allan Mott. Neil Alioto and John Taylor are committee members.
  - AdHoc meeting with Ms. Cimino Friday, February 20<sup>th</sup> at the CAI offices to review latest statements..
  - .AdHoc Committee to review insurance coverage, look at accounting, audit, trim down several line items and present their recommendations to the Board.

**Nominating Committee** - Members have been appointed. Mr. Taylor cannot serve on the committee since he will be up for re-election. Ms. Harlan will take Mr. Taylor's place. Mr. Mott motioned. 2<sup>nd</sup> Mr. Alioto. Approved.

**Expo** : - No Report.

**Holiday Social**: - No Report.

**Social** Events: - Last year, the Committee was created to focus on charity events (Habitat for Humanity and Feed the Hungry, etc). Mr. Harlan motioned that there is no need for the Social Committee at this time. 2<sup>nd</sup> Mr. Hasselman. Approved. Board to work with staff for future events.

Research other possible happy hours – Ghost tour, walking tour, pub crawls were mentioned..

**VII. NEW BUSINESS**

- CAI Letter to Management Company Executives submitted by Gianna Rahmani & Orlando Dorsey for Board to Review .

1. Letter will be sent to following companies: Site Realty Group, PMP, MRA, APS, IKO, Vista, Sentry, Simmons, Brody, Clagett and Comsource.
2. Orlando, Camille, Gary and Gianna will meet to go over available dates to meet with the management companies to show them the benefit of joining CAI and attending CAI seminars and functions. Gianna hopes to get the letters out shortly.

- Location for Planning Retreat.- Fall Happy Hour to follow the Planning Meeting in September at the Sheraton on the Lake in Columbia (same hotel as last year). This will mirror last year's Happy Hour which had a good turn out and was well received.

**VIII. OLD BUSINESS**

**IX. MATTERS FOR BOARD INFORMATION**

- Calendar of Events:

**X. Adjournment**

Mr. Alioto made a motion to "Adjourn the February 11th, 2015 Board of Directors meeting".  
2nd Ms. Rahmani. Motion Approved.

Meeting adjourned at 1:15 p.m.

Respectfully submitted by:

*Maura C. Hancock*  
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*Maura C. Hancock, Board Secretary*

*Date*