

**CAI CHESAPEAKE REGION CHAPTER**  
**Board of Director's Meeting**  
**November 11, 2015**  
**Offices of American Community Management**

Meeting called to order by Gary Saylor at 4:38 p.m.

Board Directors Present: Neil Alioto, Maura Hancock, Ruth Harlan, Bill Hasselman, Gianna Rahmani, Gary Saylor. Also in attendance: Executive Director, Camille Cimino

Absent: Judyann Lee, Allen Mott, John Taylor.

Ms. Cimino asked for the meeting agenda to be approved. Mr. Alioto moved to approve and Ms. Harlan seconded. Approved.

Mr. Alioto moved to approve October 14, 2015 minutes and Ms. Rahmani seconded. Approved.

Board accepted the Newsletter Meeting Minutes.

Education: Financial recap from the October 27<sup>th</sup> EXPO – The numbers between 2014 and 2015 attendees were one person more than last year. 2015 had four less manager and 10 more homeowners. The net profit for the 2014 EXPO was \$28,088; net profit for 2015 is \$37,497.42

The Board reviewed the evaluation form results from the attendees and vendors. Comments were mostly positive; ie., great staff, great presenters, good food, great networking event, well organized. There were some constructive criticisms for the MDLAC break out session. Camille will share those with the MDLAC Committee so that they can incorporate for future seminars.

There were 9 vendors who were not set up by 8:15am at the EXPO: Miller Dodson, PBI Restoration, \*Malvin Riggins & Co., Minkoff, Purofirst, Mr. Clean Power Washing, Homewise Docs, Mainscapes, Alarm Tech Solutions, Columbia Roofing, \*G4S Secure Solutions and \*Fantasy World Entertainment. There were 3 no-shows (indicated by \*). The Board discussed the safety issue that the late attendees presented. Discussion of billing for late attendance.

There were also comments on vendors who had paid for table tops and did not comply with the rules for the height of their displays, thereby receiving the additional exposure of a booth. Board discussed billing for the difference between the tabletop and the booth pricing.

There were only 200 registrations the week before the EXPO.

The EXPO dates for 2016 will be October 17<sup>th</sup> for the set up and October 18<sup>th</sup> for the EXPO event.

Membership: Ms. Cimino stated that the number of members is up to 845.

DelMarva: Ms. Cimino advised that the Essentials course was offered on November 6<sup>th</sup> in Ocean City, MD. They initially only had 6 attendees registered one week prior. Legum and Norman was asked to help promote the course. They ended up with a total of 18 attendees.

Ms. Harlan asked if there was enough interest, could the Essentials course be brought to a property? That answer was yes. The Board asked that Ms. Cimino advertise at future breakfast seminars the willingness of the Chapter to bring an Essentials course to a property if there were a minimum number of attendees.

Newsletter Committee is almost ready to go to print with the Fall Issue. This issue will have full EXPO coverage.

Finance Committee: The Board reviewed the proposed 2016 budget. Mr. Alioto motioned to accept the budget as proposed. Ms. Harlan seconded. Approved.

Ms. Harlan requested that future financial attachments be double sided to save money on printing and copying.

Nominating Committee: The Board had requested that a comparison be made between the 2015 and 2016 ballots to see if the change in balloting made a difference. 2015 – 199 ballots received. 2016 – 164. It was decided that the President Elect, Neil Alioto, would serve as proctor for the counting of the ballots on Friday at 9:30a.m. at the Chapter's office.

Holiday Social: There are 89 people registered for the event as of 11/11/15. In 2014, there were 140 at this same time. Sponsorships are at \$9,600. In 2014, there were \$7,525.

The Board approved the food choices for the event – Steamship beef, mashed potato bar, salad bar and Brussel sprouts with apples and a miniature dessert station.

Ms. Cimino queried the Board whether every member on every committee should get a certificate of recognition since there are many members that are on multiple committees. It was decided that each member would have their associated committees listed on their one certificate.

New Business: The Board reviewed the three applications that were received for the Neil Moreland Scholarship program. There are two sponsors – Atlantic Maintenance Group and Cynthia Hitt Kent. PuroFirst, the company that Neil Moreland worked for, stated that they would match each sponsorship, making a total of 4 scholarships for 2016 to be offered. Mr. Hasselman motioned to provide the scholarships to the three applicants. Ms. Rahmani seconded. Approved 5-1. (Neil Alioto).

Ms. Harlan motioned that a subcommittee be appointed to tighten up the criteria for next year's scholarship and the implementation of the scholarship be outlined in the application. Mr. Alioto seconded. Approved.

Old Business: Management Contract – Mr. Alioto stated that there were portions of Ms. Cimino's contract with which he did not agree. Mr. Alioto handed out a contract that he had prepared along with a talking points sheet that highlighted his proposed changes. The main changes were taking the contract from a two-year contract to a five-year contract with a 3% increase in management fees beginning January 2018. Ms. Cimino's contract is for two years. TLG has forgone an increase for 2016. There was no increase proposed for 2017 and a 3% increase was proposed for 2018. The proposal did not indicate what the management fee would be for 2019 & 2020. The Board members present felt that they had not had a chance to review the original contract together, nor the changes proposed by Mr. Alioto. It was agreed that the Board needed an additional meeting in December to afford all the Board members to review Ms. Cimino's original contract, Mr. Alioto's proposed contract and come together

on Wednesday, December 2<sup>nd</sup> at 2:00p.m. at ACM's offices to discuss and decide on a final contract with which to move forward.

Mr. Alioto requested that all contracts and talking point correspondence be forwarded to the three Board members who were absent, Ms. Lee, Mr. Mott and Mr. Taylor.

Motion to adjourn at 7:00 p.m.; Ms. Rahmani moved and Mr. Alioto seconded. Approved.

Respectfully submitted by:

Maura C. Hancock  
Maura C. Hancock, Board Secretary

November 18, 2015  
Date