

CAI CHESAPEAKE REGION CHAPTER

Board of Director's Meeting

Minutes of April 13, 2016

Michael's Eighth Avenue

The meeting was called to order by Neil Alioto at 11:38 A.M.

Board members present were Neil Alioto, Rod Clark, Maura Hancock, Bill Hasselman, Gianna Rahmani and John Taylor. Also in attendance was Camille Cimino. Absent were Ruth Harlan, Allen Mott and Gary Saylor.

Agenda – Mr. Alioto asked if there were any additions to the agenda. Ms. Rahmani motioned to approve the agenda as presented. Mr. Hasselman seconded. Approved.

Approval of Minutes – Mr. Clark motioned to approve the March 9, 2016 minutes as amended. Ms. Rahmani seconded. Approved.

Committee Reports

- Minutes from the Golf Meeting were accepted. Ms. Cimino reviewed with the Board the new sponsorship at the Golf Outing – Wine & Cheese Social.
- Minutes from the Membership Meeting were accepted. The Chapter office will reach out to provide additional listings of IREM members for the committee to contact.
- LAC March 7, 21 & 28th minutes were accepted.
- Mr. Hasselman motioned to accept the above minutes as presented. Ms. Rahmani seconded. Approved.

I. CED MANAGEMENT REPORTS

- Education
 - Evaluations for the March 12th Leadership Workshop were reviewed. This workshop was held in Towson and it was the first time Cindy Hitt did a full day presentation together with Sari McLeod. This was a great opportunity to pitch CAI and it was well received.
 - The Financial Worksheet for the March 12th Board Leadership Workshop was reviewed. There were a total of 19 attendees. This was a Saturday event and the comments were very positive. Kudos to the presenters. The program turned a profit.
 - The March 16th Breakfast Seminar “Contracting Process From Drafting RFP’s to the Bidding Process” had a total of **160** attendees. There were 84 managers in attendance. The Board reviewed this morning’s April 13th Breakfast Seminar regarding Reserve Studies. Rod Clark stated that Michelle Baldry will be putting an article in the next Beacon regarding what the Reserve Studies seminar did not cover. There were many homeowners in attendance. The program was well received. Sponsorships were sold out. This was a financial success.
 - The May Breakfast Seminar speakers will be Craig, Zaller, Scott Silverman, Kara Permisohn and Trent Harrison. The topic will be :”Governing Documents” Understanding, Enforcing & Amending Them. We anticipate a large crowd for this presentation.

COMMITTEES

- Education Committee – Mr. Hasselman reported that there were several committee members who thought that perhaps they should start their meetings earlier in the year in order to perform the committee’s work. They currently start in June. Mr. Hasselman will address this request at their first meeting in June. Jennifer will send out reminder emails to coordinate meetings.
- Membership Committee -
 - March statistics – Board reviewed the expired listing.
 - List of Expired Members – Maura, Rod and Gianna will check on some of the expiring members they know (HMS, Chapel Valley, Village Mill Run).
 - Board reviewed list of New Members and the Matrix – chart with total members in the chapter. There are currently 858 total members.
 - Ms. Cimino stated that the Chesapeake Chapter did not win any National awards for the (2) submissions we sent in. The Washington Chapter won a National Chapter award for their “Educated Business Partner” seminar program. They set up a webinar to bring vendors into their CAI chapter.
- Golf
 - 2016 Golf Outing – Foursomes are sold out. There are a few sponsorships available. Board will see how the outing is received with foursomes being sold off so quickly.
- DelMarva
 - Chapter members Minkoff, Palmer Brothers and URI were sponsors at the April 1st Eastern Shore Breakfast Seminar on “Winterization”. Ms. Cimino had hoped that the number of registrants would have increased prior to the event. The attendee no-show rate was 10%. We have the hardest time getting managers to attend and management companies to encourage their HOA’s to attend these Eastern Shore seminars.
- Newsletter
 - Next Beacon issue will have the follow up article regarding Reserve Studies. Mr. Hasselman asked that the article be forwarded to him in advance to review prior to being printed.
- Finance – The following items were reviewed. Mr. Clark made a motion to accept. Seconded by Mr. Hasselman. Approved.
 - Account Balance Summary – as of February 29th
 - Final Profit & Loss – Year-to-date report
 - February Bank Statements
- Nominating – Ms. Cimino served on the National committee to review CAI National’s Model for Chapter Bylaws. One specific section that the Board discussed was Article VII, Section 2 regarding the composition of the nominating committee. Ms. Cimino pointed out that the Bylaw change we made last year to Article VII, Section 2 was in direct conflict with National’s Model Chapter Bylaws. Ms. Rahmani motioned to accept the Bylaw change to have the Chapter’s Bylaws mirror National’s Chapter Model (see attached). Mr. Hasselman seconded. Approved.

The Board needed to reassign the Nominating Committee members based on this Bylaw change above. Ms. Rahmani motioned to elect the following members to the Nominating Committee: Mr. Saylor, Chair; Ms. Rahmani, as incoming President; Mr. Clark, Mr. Steve

Wolf from Tidewater Management and Ms. Kara Permisohn from Minkoff Company.
Approved. Ms. Rahmani will contact Ms. Permisohn to advise.

- Expo – The Committee will hold their first meeting on Tuesday, April 26th.
- Holiday Social – Ms. Cimino was happy to report that the Westin has decided to delay the renovation of their banquet rooms to a later date, therefore, we will host the Holiday Social and Annual Meeting in the Westin in the same rooms as last year.
- Social Events – The flyer for the Happy Hour at the Doubletree Pikesville was mailed out April 8th. This Happy Hour will be held on Tuesday, May 24th. Sponsorships will be available to cover the cost of the drink tickets. A mass email was sent out April 6th.

NEW BUSINESS

Ms. Cimino & Ms. Rahmani will be attending the CAI National Conference in Orlando, May 4-7th.

OLD BUSINESS

- Ms. Cimino updated the Board regarding any logoed CAI shirts that are offered for sale by CAI National. National no longer sells shirts. They do have a tee-shirt vendor that they refer. The Board tabled making a decision on offering tee-shirts as a money maker for the chapter.
- CAI Public Service Announcement – National was successful in having their TV Commercial aired as a PSA.
- Maryland Homeowner Association – Membership Committee reached out to them to see if they had a directory to introduce Chesapeake Chapter CAI. They do not have a directory. Camille indicated that on the MHA website there is a notice stating that as of October 15, 2015 they are suspending their business operations.

The following information was provided for the board:

- Calendar of Events
- Latest List of Members on Committees

NEXT BOARD MEETING May 11, 2016 at Michael's Eighth Avenue immediately following the breakfast seminar.

Ms. Clark motioned to adjourn the meeting at 1:00p.m Ms. Rahmani seconded. Approved.

Respectfully submitted by:

MAURA C. HANCOCK
2016
Maura C. Hancock, Board Secretary

APRIL 24,
Date