

**CAI CHESAPEAKE REGION CHAPTER**  
**Board of Director's Meeting**  
**July 13, 2016**  
**Offices of American Community Management**

The meeting was called to order by Neil Alioto at 4:32P.M.

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

**Approval of Agenda** – Mr. Mott motioned to accept the agenda. Mr. Hasselman seconded. Approved.

Gary Saylor entered meeting.

**Approval of Minutes** – Ms, Harlan motioned to approve the June 15, 2016 minutes as presented. Mr. Mott seconded. Approved.

**COMMITTEE REPORTS** – the following minutes were presented to the Board and accepted.

Minutes from the Membership Meeting.

Minutes from the Expo Meeting

Minutes from the Newsletter Meeting

Minutes from the Education Meeting – Education committee proposals for 8 proposed seminars to be presented at the planning retreat.

Minutes from Holiday Social Meeting

**CED MANAGEMENT REPORTS**

- Education
  - Reviewed the September Breakfast seminar outline
  - Received overview of the September “Winterization” seminar.

Bill Hasselman entered meeting.

- Education
  - The Education Committee met on June 14<sup>th</sup>. This is a work in progress. They have come up with 8 topics to present at the Planning Retreat which should be narrowed down to 5 Breakfast Seminar programs which were accepted by the Board.
- Membership
  - June statistics – Board reviewed list of expired members.
    - The Board reviewed the listing of expired members that we are floating for a couple of months. The Chapter is trying to contact them.
    - Board reviewed list of New Members and the Matrix – chart with total members in the chapter. There are currently 846 total members. Last June, 2015, there were 820 members.

- Tidewater Management will invite DC and Chesapeake chapter members to their open house in an effort to promote the importance of promoting CAI.
- Golf
  - Reviewed the Financial Recap report for the Golf Outing of June 8<sup>th</sup>. It was a great success.
- DelMarva
  - N/A
- Newsletter
  - Working on Summer Issue
- Finance
  - Summary of Account Balances – as of May 31<sup>st</sup>.
  - Profit & Loss – Year to Date Report
  - May Bank Statements
  - Marc Strauss put in an extension for the taxes. He does not want to sign them. Mr. Mott will talk to Marc Strauss about receiving compensation for performing the audit and taxes for the Association. Perhaps, an ad in the Beacon. If not, we'll need to find a new CPA.
- Nominating
  - Gary Saylor is the chair of the committee. They have names of those members who are volunteering to run. Board reviewed 2-3 year terms.
- Expo
  - Status of Booth Sales – There are only 6 tables left in the ballroom and then down the hallway. Next hurdle is getting attendance up.
  - Status of Booked Sponsorships – We are ahead in booth sales. Sponsorships are selling. Committee meets next week and hopes to sell out of all sponsorships.
  - Committee has heard back from the attorney presenters. They are so excited for the format and theme “The Great Debate” - Sex, Drugs & Drones”
- Planning Retreat
  - Board reviewed the Agenda.
- Holiday Social
  - Committee concerned about last year’s rare roast beef.
  - The hotel raised their price from \$45 to \$46 per person. Ms. Cimino is waiting to hear back from the hotel for their final costs.
  - Mr. Hasselman proposed going with the third menu which included the mashed potato bar, grilled cheese/soup shooters, carving station for turkey and ham, assorted hot hor d’oeuvres and mini desserts. Board members were in agreement.

## NEW BUSINESS

- CAI recruiting link implanted in the email signature.
  - Mr. Hasselman recommends sending email with the CAI link imbedded in the signature line for management companies that will link to the CAI Chesapeake Chapter website to get the word out to more homeowners.
  - A new homeowner member requested that the Chapter provide an interpreter at the next breakfast seminar. Ms. Cimino will check with National about this request and Mr. Mott will research availability of signers.

## OLD BUSINESS –

- Ms. Harlan discussed suggestions for the outline for the traveling road show seminar. This will give a brief oversight of CAI, what it can do for you the homeowner and your community.
  - Homeowner Seminar on September 10<sup>th</sup> in Columbia – Mr. Alioto, Ms. Harlan, and Mr. Clark said they would attend and make the pitch for CAI to the attendees.
  - Ms. Harlan stated that she would mentor the meeting on the 14<sup>th</sup> as well as the 24<sup>th</sup>.
- Sponsorships for scholarships were discussed – putting the sponsor’s logo on the email from the Chapter and any flyers that go out to the chapter membership.
- Discussion regarding offering 1<sup>st</sup> time attendees and any non-members that are attending the seminar to meet with mentoring Board members after the session to talk about how CAI can help them in their community and business.

The following information was provided for the board:

- Calendar of Events

**NEXT BOARD MEETING September 14, 2016 immediately following the Breakfast Seminar being held at Michael’s Eighth Avenue, Glen Burnie, MD.**

Mr. Hasselman motioned to adjourn the meeting at 5:53p.m Ms. Rahmani seconded. Approved.

Respectfully submitted by:

Maura C. Hancock

Maura C. Hancock, Board Secretary

August 22, 2016

Date