

**CAI CHESAPEAKE REGION CHAPTER**  
**Board of Director's Meeting**  
**June 15, 2016**  
**Offices of American Community Management**

The meeting was called to order by Neil Alioto at 4:34P.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 by way of telephone. Rod Clark was absent.

**Approval of Agenda** – Ms. Rahmani motioned to accept the agenda with the addition of 2017 LAC appointments. Mr. Mott seconded. Approved.

**Approval of Minutes** – Ms. Rahmani motioned to approve the May 11, 2016 minutes as presented. Ms. Harlan seconded. Approved.

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

Minutes from the Membership Meeting.

Minutes from the Expo Meeting – the Board liked the name (The Great Debate)

Minutes from the Newsletter Meeting

Minutes from the Education Meeting

LAC Minutes

**CED MANAGEMENT REPORTS**

- Education
  - Financial Worksheet from May 11<sup>th</sup> Breakfast Seminar was reviewed. The attendance was fantastic. This was the highest attendance to date.
  - Evaluations for the May 11<sup>th</sup> Breakfast Seminar were reviewed. Evaluations were very high.

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.
- Membership
  - March 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 837 total members. Two months ago there were 850. Staff is trying to contact expired members in the hopes of getting some to rejoin.

- An Ad Hoc Task Force consisting of Ruth (Chair), Gary, Gianna and Neil developed a Marketing Plan to get Managers to market CAI.
  1. They will be making phone calls to new Homeowner members.
  2. There will be a “pitch kit” agenda which will be articulated to the group.
  3. There will be a traveling group of Chapter Board members (Ruth, Neil, John & Rod) who will do a 5 – 10 minute presentation on what CAI has meant to them before our Breakfast & Homeowner Seminars.
  4. Incentive will be presented in a letter to the management companies advising them that the winner will receive a full page ad in the Beacon.
    - An award will be given to the management company that brings the most homeowners to a seminar, award to be determined.
    - First year of contest will be from January thru October 31<sup>st</sup> and the winner will be announced at Holiday Social.
    - Second year of contest and from then on the contest will go from November until October and will be announced at Holiday Social,
  
- Golf
  - Golf Outing of June 8<sup>th</sup> was a success. There were 14 dinner and social tickets sold prior to the event. Awesome event. (21 dinner and social tickets were the actual number sold.)
  
- DelMarva
  - N/A
  
- Newsletter
  - Spring Issue was received by members, now working on Summer Issue
  
- Finance
  - Summary of Account Balances – as of April 30
  - Profit & Loss – Year to Date Report
  - April Bank Statements - Treasurer noted \$20,000 deposit which was a transfer from PNC Checking to USPSFCU Money Market account.
  
- Nominating
  - Committee scheduled to meet in person June 28<sup>th</sup>
  - Board reviewed the Call for Nominees. Chapter will send out Call for Nominees announcement.
  - Chapter Board to give thoughts as to who might be a good candidate to run.
  
- Expo
  - Expo Theme “The Great Debate - Sex, Drugs & Drones”
  - Vendor Brochure – Board discussed adding in the max height allowed for the table top presentations. They also suggested we add a penalty for late set up.
  - The committee is working on the format for presentation – 2 attorneys, 2 managers, 2 homeowners. The Board prefers having 6 attorneys, 2 debating the pros and cons for each of the 3 topics. The Board would like this to be an educational format.

- Holiday Social – Committee scheduled to meet on July 7th

**I. NEW BUSINESS - None**

- II. OLD BUSINESS** – The LAC is asking the Chapter to appoint three people to the LAC - Ms. Hancock motioned to reappoint the Chapter’s present LAC representatives; Susan Rapaport, Phyllis Marsh and Bruce Campbell. Mr. Hasselman seconded the motion. Approved.

The following information was provided for the board:

- Calendar of Events

**NEXT BOARD MEETING July 13, 2016 at American Community Management.**

Ms. Harlan motioned to adjourn the meeting at 5:48p.m Mr. Hasselman seconded. Approved.

Respectfully submitted by:

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

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June 27, 2016  
Date