

CAI CHESAPEAKE REGION CHAPTER

Board of Director's Meeting

Minutes of March 9, 2016

American Community Management Offices

The meeting was called to order by Neil Alioto at 4:40P.M.

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

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

Approval of Minutes – Mr. Mott motioned to approve the February 10, 2016 minutes as presented. Ms. Rahmani seconded. Approved.

Committee Reports

- Minutes from Golf Meeting were accepted. Ms. Cimino advised the Board of a new sponsorship at the Golf Outing – Wine & Cheese Social.
- Minutes from Membership Meeting were accepted. Ms. Rahmani to search and contact companies on IREM listing that aren't already on the CAI membership.
- Minutes from the Newsletter Committee were accepted.
- LAC February 15th minutes forwarded to Board February 19th
- LAC February 22nd minutes forwarded to Board February 24th. Board advised that there will be an article in the next magazine advising what the warranty bill was about and why it lost in Committee.

I. CED MANAGEMENT REPORTS

- Education
 - Evaluations from February 17th Breakfast Seminar were reviewed. This was the largest attendance ever which the financial worksheet supports. There were concerns raised by contractors who were leading the round table discussions. They felt that they were poached by other contractors in their competitive line of business. Mr. Hasselman motioned for the facilitator at each round table to be responsible for “policing” their table to be sure no vendors in the same line of work are sitting at their table. Mr. Clark seconded. Approved. Staff will be sure to include this policy in the promotional literature.
 - Board reviewed the Financial Worksheet from February 17th Breakfast Seminar
 - Evaluations from February 27th Homeowner Seminar. We hope that these Homeowner programs become more profitable. Coordinators will be asked if they have their own equipment to bring for presenting so that AV equipment does not have to be rented.
 - Financial Worksheet from February 27th Homeowner Seminar
 - Number of registrants for March 12th Board Leadership Workshop – increased to 19
 - Number of registrants for March 16th Breakfast Seminar “Contracting Process From Drafting RFP's to the Bidding Process” – 47 – This is a Saturday event.

- Review outline for April Breakfast Seminar =- Rod Clark, Sari Macleod, B.K. Swartwood and Michelle Baldry will be presenting. – no recommended changes

- Membership
 - March statistics
 - List of Expired Members – Maura, Rod and Neil will check on some of the expiring members they know.
 - Board reviewed list of New Members and the Matrix – chart with total members in the chapter
 - Ms. Cimino indicated that she was wanting to recognize all Homeowners and Condo Association members with more than (5) Board members by sending them a certificate and a thank you for their commitment to Board Member education.

- Golf
 - 2016 Golf Brochure Completed – First right of refusal letters are out and sign ups are going well. The increase in fees did not deter sponsors.

- DelMarva
 - Number of registrants for April 1 Eastern Shore Breakfast Seminar “Winterization” – is at **26** – Ms. Cimino hopes that the number of registrants will increase prior to event. In 2015, there was 124 at this event.

- Newsletter
 - Beacon Winter issue – was mailed; working on Spring. Mr. Mott to contact Mr. Cowie to write an article regarding the Warranty Bill and specifically what it contained and why it did not pass this year.

- Finance – The following items were reviewed and there were no questions from the Board.
 - Account Balance Summary – as of January 31st
 - Final Profit & Loss – as of January 31st
 - January Bank Statements

- Education – no report

- Nominating – Board determined who will be on the Nominating Committee – Mr. Alioto asked for two board members to volunteer for the nominating committee. Ms. Harlan and Ms. Rahmani volunteered. Mr. Clark was asked to serve as Chairman of the Committee. Rae Chapman of Eden Brook will be asked to join as well as Steve Wolf from Tidewater Management and Kara Permisohn from Minkoff Company.

- Expo – no report

- Holiday Social – Ms. Cimino stated that the Westin was currently upgrading their banquet rooms and the renovations might not be completed in time for the Holiday Social/Annual Meeting on November 18th. Ms. Cimino will look in to securing either the Sheraton or the Marriott as well as contacting Martins West for a quote. She will report back to the Board at the next meeting.

II. NEW BUSINESS

- Neil Moreland Scholarship application form was reviewed. Mr. Mott motioned to accept the revised application. Mr. Saylor seconded. Approved with Mr. Hasselman abstaining.
- The Board discussed the new sponsorship opportunity – Breakfast Marquis Sponsorship. The Board proposed the cost will be \$495 if you are already sponsoring at that Breakfast Seminar and \$795 if you are not sponsoring at that event. It will include one ticket to the breakfast. This sponsorship will allow the Marquis Sponsor to have their company logo displayed on the projection screen during the monthly Breakfast seminar and allow the company to place their company’s literature on each of the attendee banquet tables (12+ tables). Mr. Mott motioned to accept the Marquis Sponsorship at the recommend price points. Ms. Harlan seconded. Approved. This Sponsorship will be offered for the April, May and September breakfast programs.

The following information was provided for the board:

- Calendar of Events
- Latest List of Members on Committees

NEXT BOARD MEETING April 13, 2016 at Michael’s Eighth Avenue

Ms. Rahmani motioned to adjourn the meeting at 6:10p.m. Mr. Mott seconded. Approved.

Respectfully submitted by:

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

MARCH 27,

 Date