

CAI CHESAPEAKE REGION CHAPTER

Board of Director's Meeting

April 19, 2017

Michael's Eighth Avenue

The meeting was called to order by Gianna Rahmani at 12:30P.M.

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

Approval of Agenda – Mr. Alioto motioned to accept the agenda as presented. Mr. Mott seconded. Approved.

Approval of Minutes – Mr. Alioto motioned to approve the March 22 11, 2017 minutes, as amended. Mr. Mott seconded. Approved.

PRESIDENT'S REPORT – Ms. Hancock brought up an item regarding the agenda and last month's order of committee reports, CED report and discussion. It was a little disjointed and hard to follow in terms of taking minutes. Ms. Rahmani stated that we will change the flow and have the committee reports and the CED reports mesh for a better flow of discussion.

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

- **Golf Committee Meeting Minutes** –
 - The Board discussed the impetus for changing the location of the Golf Tournament. The Committee is very excited for the new venue. Waverly Woods will have a Golf Coordinator to help the Committee with the event.
 - There are two sponsorships left (Hole in One and Men's Longest Drive).
 - The next committee meeting will be held at Waverly Woods so committee can see the course.
- **Membership Committee Meeting Minutes**
 - Management Company Incentive Program - The Membership Contest is currently up and running. CVI is leading in the Management category and AMG is leading in the Business Partner category.
 - Ms. Rahmani stated that the committee is 31 shy of meeting the 900-membership goal for this year as previously set by the Board of Directors.
 - Ms. Rahmani reported that Jan Newcomb, the National Board Liaison, thought that the discount policy held by National was inflexible and will further research and get back to the Chapter on whether we can determine discounts in memberships, etc.
- **Social Committee**
 - Ms. Harlan recommended cancelling the Spring Happy Hour. The Board concurred.

CED MANAGEMENT REPORTS

- **Education Committee**
 - The Board discussed the upcoming Planning Retreat. The Chapter has never charged a fee for attending the Planning Retreat. Board will discuss if non-members can attend since that has not been the case in previous years. This will be an agenda item at the May Board meeting.

- Mr. Hasselman was against charging to attend. He felt that word gets out if the Chapter offers an event that is free to attendees and members and non-members will view this as a thank you and a perk for attending Chapter functions.
- March 11th Board Leadership Workshop.
 - The evaluations were terrific. This was the first program where the instructors used a streamlined version of the course Power Point.
 - The course Instructors deleted superfluous slides and consolidated allowing a 3:00p.m. ending that was much appreciated.
 - Ms. Harlan provided feedback from a new Board member of a self-managed small condominium. She stated the information provided there and in the latest edition of the Quorum were very timely and helpful in preparing their board for seasonal issues.
- March 22nd Breakfast Seminar
 - The evaluations were constructive.
 - Financially, the seminar was a great success.
- April 8th Homeowner Seminar
 - This seminar received rave reviews from the attendees on the presentations made by Susan Blackburn, Don Plank and Jose Inglesias.
- May 6th Homeowner Seminar on “Partnering with your Management Company – Setting Expectations”
 - There are currently 5 registrations for this seminar.
- April 19th Breakfast Seminar
 - Mr. Hasselman gave the Board an example of his feedback of the morning’s seminar and stated that he would be willing to reach out to have meeting with the speakers if they wanted his feedback on their presentation.
 - Mr. Hasselman stated that he would like the opportunity to review the powerpoint presentations of future Breakfast Seminars.
- Planning Retreat and future seminars
 - Ms. Hancock stated that she felt that there was a disconnect between the seminar topics that came from the planning retreat, what was advertised and what was actually presented. It felt like we were in a “wagging the dog” scenario.
 - Discussion was had on the relationship between coordinators and speakers of the proposed seminars.
 - Mr. Alioto motioned that Mr. Hasselman be appointed as the liaison from the Board of Directors to the Education Committee and be involved in the writing up of the seminar advertisements for the promotion brochure. Mr. Saylor seconded. Mr. Hasselman abstained. Motion passed 8-0-1.
 - Mr. Hasselman would like to see the September breakfast seminar roundtable topics. Seminar coordinators have finalized their choice of topics and their facilitators for each.
- **DelMarVa** – No report.
- **Newsletter** – Mr. Clark stated the Committee is currently collecting articles for the June issue.

- **Finance Committee**

- Mr. Alioto reviewed the Chapter's financial holdings and recommended that the Board authorize the reallocating the financial holdings to allow for better financial growth.
- Mr. Alioto made a motion to close out the SECU account which has \$249,745.32 and purchasing a 1-year \$300 CD with USPSFCU with an interest rate of 1.45%. This would leave the Chapter with \$173,000+ liquid cash and \$65,000 in the USPSFU. Mr. Clark seconded the motion. The Board approved unanimously.
- Mr. Alioto asked that the invoices for the credit card be attached as he can't read the notes. – Ms. Cimino stated the staff will do that.
- Ms. Cimino discussed the possibility of converting some of the remaining Visa Marriott points into one or two gift cards.
- Ms. Cimino as Executive Director is the authorized signatory on the new credit card.

- **Nominating Committee**

- Mr. Alioto stated that both B.K. Smartwood and Kara Parisohm agreed to be on the Nominating Committee. The minutes were adjusted to note that Gary Saylor should be on the Committee, not Don Plank.
- Mr. Alioto stated that the office will notify the Nominating Committee of their first meeting date which will take place after the May Breakfast Seminar.

- **EXPO Committee**

- The Committee will meet April 27th.

NEW BUSINESS

- Ms. Cimino and Ms. Harlan will be going to Las Vegas for the National Conference.
- Charters have been confirmed and will be sent to Committee Liaisons and Committee Chairs to review.
- Rod made a motion to authorize a \$100 donation be made to the Wounded Warriors. Mr. Alioto seconded. Motion approved.
- Ms. Hancock stated that majority of attendees were on their phones answering email during the presentation. Ms. Cimino stated that she will make a recommendation before the start of the Breakfast Seminar that they silence their cell phones and they put them away for the duration of the seminar.

OLD BUSINESS

- Legal Hotline Ad Hoc Committee
 - The Committee met on Thursday with everyone in attendance.
 - The committee explored a hotline to give free legal advice much like the Board of Realtors.
 - Ray Via stated he would research disclaimer/insurance/liability issues to the Chapter.
 - Chapter office spoke to John Manougian regarding the liabilities to the Chapter. Staff is typing up the notes for Committee and the Board.
 - Legal Round Table in September (Ask the Attorney) is also being reviewed for liability issues.
 - Mr. Mott raised the issue of this being limited to only members. Questioned the potential for a lawsuit and for pitting attorney against attorney.
 - Ms. Rahmani stated that she did not mind canvassing the Chapter's 22 attorneys and asking them their thoughts on the subject.
 - There was discussion of other Chapters contemplating the Legal Hotline and backing off due to possible liability issues.
 - Ms. Harlan will make calls to membership to see what they may need; what can the Chapter do for you and if they're interested in interactive support.
 - At the end of the meeting, there was discussion to change the title from Legal Hotline to Maryland Condominium and HOA Resource Center.
 - Legal Hotline Ad Hoc Committee is scheduled to meet on Monday, May 22nd to continue this discussion and they will invite their attorney to the meeting.
- Club CAI – Mentors and Volunteers
 - Discussions were had on the mechanism for accessing this project.
 - Discussion of free seminars for members only

NEXT BOARD MEETING will be held on May 24, 2017 immediately following the Breakfast Seminar held at Michael's Eighth Avenue

Mr. Alioto motioned to adjourn the meeting at 2:00p.m. Mr. Hasselman seconded. Approved.

Respectfully submitted by:

Maura C. Hancock
Maura C. Hancock, Board Secretary

May 7, 2017
Date