

CAI CHESAPEAKE REGION CHAPTER

Board of Director's Meeting

May 24, 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. Hasselman seconded. Approved.

Approval of Minutes – Ms. Harlan motioned to approve the April 19, 2017 minutes, as presented. Mr. Alioto seconded. Approved.

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

- **Planning Retreat**
 - The Board reviewed Mr. Hasselman's letter regarding the Chapter's Education Programs and the seminar suggestions and seminar feedback.
 - The Board agreed that the Planning Retreat will be for members only with no fee to attendees. Mr. Hasselman will revise his letter and send to Ms. Cimino for the summer issue of the Beacon. Included will be the venue, date and time.
- **Education**
 - April 19th Breakfast Seminar
 - The seminar had a total of 137 attendees. Their evaluations gave good comments on content and timing of the seminar.
 - The seminar was financially successful.
 - May 6th Homeowner Seminar was cancelled due to lack of registrants.
 - This is the second homeowner seminar that has been cancelled. This will be addressed by the Education committee.
 - September 20th Breakfast Seminar – The Board reviewed the Legal Round Table topics and speakers.
The Seminar coordinators chose the topics and secured the speakers.
There will be 12 tables, 12 presenters.
The Board discussed whether each round table session should be 20 or 30 minutes. Mr. Mott stated that twenty-minute sessions allows attendees to visit more tables allowing for more exposure to the experts.
Mr. Hasselman motioned to allow for four 20-25 minute sessions with 5 minutes between sessions. Board will watch to see if attendees continue to remark on length of introductions. Mr. Alioto seconded. Approved.

Mr. Taylor departed the meeting.

- **Education Committee**
 - The Committee's first meeting will be June 1st at 9:30 a.m. at the ACM office.

- Ms. Rahmani spoke with Jennifer with CAI National who stated she wasn't aware of any policy on Chapter's not being allowed to offer free or reduced membership fees as a way of sponsoring non-member attendees as part of a marketing strategy.

- **Membership Committee**

Minutes were reviewed and accepted by the Board.

There was no Committee meeting this morning.

Ms. Harlan asked for the list of CEOs of the management companies so she could contact them about any of their managers not renewing their CAI membership and letting it expire.

- **April statistics.**

(24) Expired Members – This is down from last year.

(5) New Members (Attachment H)

Matrix (Attachment I) Members 2017: 856 2016: 834

- **Golf Committee Meeting**

- The Golf Committee meeting minutes were reviewed and accepted.
- The foursomes are sold out. Still selling lunch and dinner sponsorships.
- The outing is June 21st at Waverly Woods.

- **DelMarVa –**

- Board reviewed the evaluations and financials from the March 31st Eastern Shore Seminar.
- This seminar was well attended, financially successful and the attendees were very pleased with the presentation.

- **Newsletter Committee**

- Minutes were reviewed and accepted by the Board.
- Currently working on the Spring issue.
- Fall issue will be on budgeting using reserve studies.
- Mr. Hasselman's Education letter will be in the summer issue.

- **Finance Committee**

The Board discussed the April financials.

Account Balance Summary – as of April 30

Profit & Loss – Year to Date Report

April Bank Statements

- The PNC checking account is being closed out as soon as last checks clear.
- Mr. Alioto requested to be given a monthly General Ledger as well as the check register.
- \$248,435.80 is being placed into the USPSFCU Account

- **EXPO Committee**

- Mr. Hasselman was very impressed with the speaker topic.

- The EXPO Committee agreed that there would be charges for late set up and a limitation on the booth set up.
 - Board recommended adding a statement about the maximum height for a table top display in the Expo vendor brochure.
 - Staff will be reminding vendors in email not to be late or the vendor will be assessed an additional \$250.
- **Nominating Committee**
 - The meeting was cancelled and will be rescheduled.
 - Mr. Alioto will set up the meeting.
 - Mr. Alioto has packet for Nominating Committee members.
 - Ms. Rahmani to choose observer for election cycle. Mr. Saylor chosen as observer and Mr. Alioto chosen as back up.

Mr. Hasselman departs meeting.

- **Holiday Social Committee**
 - Valerie Robinette will speak with the Holiday Social Committee at the June meeting about moving the Holiday Social to another venue in 2018.

NEW BUSINESS

- Ms. Cimino stated that the July meeting will be held at ACM with Ms. Cimino calling in to the meeting for she will be out of town.

OLD BUSINESS

- The Legal Hotline concept was originally thought to attract new members. The Ad Hoc Committee felt there were too many liability concerns and decided to put the idea on hold.
- Membership Club CAI was seen as a Mentorship program. The Mentorship could be seen as an endorsement by the Chapter. There is consideration to have this be a forum to ask questions about CAI. The committee is going to reconsider the purpose for this Mentor program.
- The Board will discuss the three goals set out by Ms. Rahmani at the July Board Meeting as that is half way through the year. The goals were to:
 1. Increase membership
 2. Realign Board Committee liaisons.
 3. Enhancing events.

NEXT BOARD MEETING will be held on June 14th, 2017 at the offices of American Community Management, 7484 Candlewood Road, Suite H, Hanover, MD 21076 at 4:30 p. m.

Mr. Alioto motioned to adjourn the meeting at 1:45p.m. Mr. Mott seconded. Approved.

Respectfully submitted by:

Maura C. Hancock
Maura C. Hancock, Board Secretary

June 5, 2017
Date