



## Chesapeake Haven Home Owners Association

Chesapeakehaven.com

Board Meeting Minutes – August 11, 2018

Board Members in attendance: Brian Bennett, Ted Heath, Dean Jones, Kay Kehler, Tom Kehler, Connie Loukinen, Jan Bickford-Morrow, John Molyneux, Marshall Leffew

Board member not in attendance: Natalie Rees

Non-Board member in attendance: Galina McKee

### Call to Order

- Closed portion of meeting called to order at 10:01 AM.

### President's Comments


- Tony to review list of names with outstanding dues during closed portion of meeting
- Proposing to pursue the process for secret ballots for CHHOA members

### Old Business

- Minutes from the July 7, 2018 meeting were reviewed. Kay was not at that meeting; John kindly filled in and provided minutes. Board reviewed. At that meeting results of audit were presented. Kay requested an electronic copy of that audit. Marshall emailed Kay a copy during today's meeting. Jan printed a copy of audit for all those present at today's meeting. Motion made to approve minutes; minutes approved.

### Treasurer Report

- Tony presented report of activity thru 8/10/2018. His report was made prior to picking up mail 8/11/18 am.

		Chesapeake Haven HOA Treasurer's Report 2018 August 10, 2018		A. Meenan	
<b>Cash Balances:</b>		<b>2018</b>		<b>Member Dues Status:</b>	
		<b>1/1/2018</b>	<b>8/10/2018</b>		<b>2018</b>
Operating Account:	\$	14,197.69	\$ 18,889.94	2018 Received:	\$ 10,329.75
Reserve Account	\$	6,250.00	\$ 6,250.00	2018 Balances Due:	\$ 5,552.25
Total Funds:	\$	20,447.69	\$ 25,139.94	71 Memberships@ \$210=	\$ 14,910.00
				1 Membersip @ \$190	\$ 190.00
					\$ 15,100.00
				<b>Status 8/10/2018:</b>	
				37 Members Zero Balance	
				7 Members Installments	
				13 Members No Response	
				2017 Arrears: (6)	\$ 2,880.00
<b>Expenses:</b>		<b>2018 Budget</b>		<b>2018 Actual 8/10/2018</b>	
Mosquito Control	\$	375.00	\$	-	
Insurance	\$	535.00	\$	535.00	
Maintenance / Repairs	\$	1,900.00	\$	-	
Snow Removal	\$	1,200.00	\$	-	
Legal	\$	3,500.00	\$	952.50	
Office Supplies & Postage	\$	210.00	\$	75.00	
Roads Routine Maintenance	\$	9,000.00	\$	4,050.00	
CHHOA Website & Software	\$	200.00	\$	-	
Business Registration	\$	-	\$	25.00	
Total Operating Expenses:	\$	16,920.00	\$	5,637.50	
2017 Expense Credit	\$	(1,800.00)			
	\$	15,120.00			



## Chesapeake Haven Home Owners Association

Chesapeakehaven.com

Board Meeting Minutes – August 11, 2018

- Unpaid dues – Tony said they were mailed a couple of weeks ago. Reminded Board that today's report of outstanding dues was made PRIOR to checking the mailbox today 8/11/18. There were a lot of envelopes in that mailbox when he checked it this morning! Tony reviewed the list with Board members.
- AED funding: Discussion regarding whether this item should be funded by HOA budget or separately. The AED was originally obtained via a fund raiser a number of years ago; it was not put to a vote by the general CHHOA membership. Maintenance of the two items that need periodic replacement is rolled into current budget.
  - Kay stated that the most recent purchase of replacement items from invoice 11/7/2016 was \$240.32 (see screengrab below)



Physio-Control, Inc.  
11811 Willows Road NE  
Post Office Box 57006  
Redmond, WA 98073-9706 USA  
Telephone: 425.857.4000  
Fax: 425.881.2405  
F.E.I.N. 91-0997691

### Product Billing

Page 1

#### INVOICE

116159574

11/7/16

Mail payments only to this address:  
12100 Collections Center Drive  
Chicago, IL 60683  
Please reference Invoice Number on your check.  
For inquiries, Call toll free 1-800-426-8047

BILL TO ACCOUNT: 22320001

CHESAPEAKE HAVEN  
HOMEOWNERS ASSOC  
158 OHIO AVE

EARLEVILLE, MD 21919

SHIP TO ACCOUNT: 22320002

CHESAPEAKE HAVEN  
C/O KAY KEHLER  
445 N WARMINSTER RD

HATBORO, PA 19040

DATE SHIPPED 11/7/16	PURCHASE ORDER NUMBER KAY KEHLER	SALES/SERVICE REPRESENTATIVE PAMELA ALP	T=TAXABLE E=EXEMPT
CARRIER	CARRIER TRACKING NUMBER 887229670391534	SALES ORDER 83723993	PAYMENT TERMS NET30

11101-000016	ELECTASSY-AED INFANT/CHILD REDUCED ENERGY-WW EARLEVILLE, MD 21919	1.00	100.49	100.49
11409-000001	SHIPPING ASSY-C-P, Q-P, REPL KIT, 2 ELECTRODE	1.00	104.23	104.23

Contact: KAY KEHLER  
Phone: 410-275-1338  
ORDER PLACED BY JIM SPRINGER  
PRICING PER QUOTE# 00059207

Sold Cust: 22320001

End User: 22320001  
CHESAPEAKE HAVEN  
HOMEOWNERS ASSOC  
158 OHIO AVE

Sales Tax 13.60  
Freight and Handling 22.00  
Total Order \$240.32

NOTE: TERMS CONTAINED ON THE REVERSE SIDE OF THIS DOCUMENT ARE EXPRESSLY MADE A PART OF THIS SALES AGREEMENT AND ARE INCORPORATED HEREIN.





## Chesapeake Haven Home Owners Association

Chesapeakehaven.com

### Board Meeting Minutes – August 11, 2018

- AED costs should be coming from the original fund, not general budget. Motion was made that the funding for this should not be a part of the general budget but instead that a review of original funds raised and money spent thereafter for AED be itemized; once done a check from CHHOA Treasurer for those remaining funds be issued to Tom Kehler who will then become responsible for managing those remaining funds and it not be an CHHOA budget item.
  - Board members present (9) voted.
    - 7 in favor; 2 opposed.
  - Tony and Kay will gather document details on original funds raised, original purchase amount and any subsequent purchases related to AED to date to be reviewed and approved by Board prior to issuing any check.
- CHHOA bank account - Tony stated he couldn't get in to view the account. Tony is being snail mailed a temporary password. And the bank printed out the July statements because he couldn't get in. Issue is resolved.
- Bills for mosquito spraying have not yet been received. John says they only send 2 bills the whole season.
- Motion to approve Treasurer's report; all in favor; approved.

#### Beach Stairs

- Dean and Marshall are the subcommittee on this effort
- Everyone is swamped with dealing with results from damn gates and damage caused by recent floods and storms.
- Dean got one verbal estimate from Kingfisher; he threw out a number of \$80-\$90K and he would want half of that amount in advance.
- Marshall suggested we need an engineering plan.
  - CHHOA already has a set of plans paid for under the previous stairs project.
  - Kay will ask Dave if he has an electronic copy of those plans
- The county had given Dean a list of engineers.
- John had Doug Sample back when he had his beach access steps repaired
- Dean will reach out again to Kingfisher, Doug Sample, and Bill Burkhart to get them to commit. Perhaps get one guy from Delaware.
- Jan resent the information on another company that specializes in shoreline erosion prevention and prefab stairs installation

#### Roads

- Tom has already contacted Mike Zang to look at roads for grading and removing bamboo on Ohio and Connecticut and to see what needs raking
- Restated that CHHOA will clean up 50' on either side from center of road
- Bamboo is overhanging on Connecticut just prior to entrance
- Bamboo is overhanging on Ohio near Grove Point entrance
- We can include a reminder to everyone, via the Fall General Meeting notice to keep the area 50' from center of road on either side clear of barriers. Please help us by removing obstructions so that everyone, including ambulance, fire trucks, postal and package delivery and other vehicles are not obstructed.
  - Kay will include in Fall Newsletter notice; draft to be sent separately as noted in backoff schedule
- Ginder property at corner of Grove Neck and Ohio has overgrown bamboo that obstructs especially when it rains
  - Kay will follow up with real estate company handling sale of Ginder property to remind them to remove bamboo



## Chesapeake Haven Home Owners Association

Chesapeakehaven.com

Board Meeting Minutes – August 11, 2018

### New Business

- [REDACTED] speeding
  - Brian B. showed us video he received from Jeff Lutton of white pickup speeding on neighborhood road
  - There have been other comments from residents pertaining to same
  - Suggested the video be posted up on NextDoor
    - Brian to post
  - Suggested a letter be drafted to send to parents expressing CHHOA concern for people and property
    - Kay will draft letter for Board review; then will be snail mailed to parents
- Voting process
  - Concern raised as result of audit that 3 people voted that should not have been eligible (see separate document from 7/7/2018 Board meeting)
    - Galina went direct to those 3 homeowners' door to ask them who they voted for and she states that they did not vote for her and believes their votes tipped the election in Tony's favor
  - Suggested that going forward we execute voting via a 3<sup>rd</sup> party
    - Ted explained how Hawaii and FL would send out, receive and tabulate votes
    - Kay will ask a friend who is in an HOA how they handle voting
    - Kay will ask Shirley Jones what experience she has had with HOA voting
    - Jan will reach out to League of Women Voters
- In response to Nat's absence and lack of participation, the Board requested Jan to ask Nat if she still wants to be on the board. Nat has missed two meetings prior and did not respond to Jan's email asking who would attend today's 8/11 meeting.
- Haines are the new property owners of Cindy Pfeiffer's former home; Cindy has moved to California
  - Tony says that now they are up on SDAT
  - Kay will make changes to her master list of property owners based on what is on SDAT

### Meeting Dates

- Kay presented back off schedule for the Fall General Meeting – Saturday, October 20, 2018
  - Voted on start time of meeting: 10:00 AM or 12:00 PM
    - Majority voted for 10:00 AM start time
  - Meeting location will be Connie L's garage
  - Kay will email Board the updated back off schedule, separately, to the Board
  - Kay will update event on chesapeakehaven.com to include location and bring a chair
  - Suggestions from today's meeting for agenda items are below – this is *not* the complete list - Kay will send a draft 1 of meeting notice to Board as per back off schedule with list so more can be added then
    - Beach Stair
    - Road update
    - Speeding
    - Keeping property lines clear

Thanked Jan for hosting meeting

### Adjourn

- Motion to adjourn meeting 12:18 PM; meeting adjourned.

Prepared by:  
Kay Kehler  
Secretary

