CHESAPEAKE HAVEN HOME OWNERS ASSOCIATION

158 Ohio Ave Earleville MD 21919
chesapeakehaven.com and chesapeakehaven.nextdoor.com

Meeting Minutes – CHHOA Fall General Meeting
October 25, 2025

Meeting: Held at Cecilton Volunteer Fire Company – Meeting Room
Called to order at 10:45 a.m. by President Francy Cross

Members Present:

Board of Directors: Francy Cross, President, Jinni McNulty, Treasurer; Kay Kehler, Secretary; Tony Meenan, Director; Travis Stacherski, Director
Excused: John Vitela, Vice President*; Bea Decker, Director
*John is selling residence effective November 2025

Members: Donald & Lucretia Chadwick, Jim & Annie DiFilippo, Richard Feltus, Alicia Funkhouser & Nick Connell, Tom Kehler, Helenann Meenan, Lucrecia Stacherski.

Verification of Quorum:

Definition of quorum: 20% of 73 properties (73 since Kent lot was split into two parcels in summer 2025) who are in good standing. As of today there are 17 in arrears, 56 in good standing. 20% of 56 equates to a required 11 eligible voting members.
Quorum for this meeting:

10 voting members present (quorum not met)

Note: Kehler counts as 2 votes; 2 separate properties

We restated voting eligibility: only those whose dues are current.

President's Address:

Francy Cross, President, thanked attending members for coming.

- Welcomed new neighbors
  - James and Annie DiFilippo (Kent Ave lot 2) - present
  - Richard and Kristen Feltus (15 Kent Ave) – present
  - Joseph and Patti King (21 Deer Path Way) – not present
- Thanked current Board for everything they've done; it doesn't go unnoticed.
- Thanked those who have cleared fallen trees from Baltimore Ave.

Review of Minutes:

Spring General Meeting May 31, 2025 minutes were reviewed; no questions posed.

- Motion to approve made by Alicia Funkhouser; seconded by Lucretia Chadwick to accept minutes. All approved, no opposition, no abstentions. Motion was not carried due to lack of a quorum.

Treasurer's Report:

Jinni McNulty presented.

- 2025 Budget status document was presented for activity through October 25, 2025.
    - Budget is $18,000; we are still under budget
    - $12,952.61 spent to date
    - 17 properties in arrears (current and prior outstanding)
    - Insurance cost increased $218
    - Cost of stone material has increased
    - Expect one more invoice for mosquito spraying from September 2025
- More statements were just sent out to those in arrears.

Old Business:

- Finance Committee establishment; follow-up to Spring 2025 meeting discussion.
    - Purpose to discuss how to improve collection of unpaid dues
    - Treasurer will be the chairperson; members will be Lucretia Chadwick, Alicia Funkhouser, Dennis Dempsey
- Electronic invoices improvements
    - Suggest that when emailing invoices, add a read receipt to each; then review in 7 days and those who have not read, contact them again.
    - Suggest putting the "Dues Invoices Have Been Mailed" and a "Dues are Due XX/XX/XXXX" as events on website.
- Budget documents on website
    - Kay will assure appropriate documents are received from Treasurer; then will be uploaded on website.

New Business:

Road Committee - Kay Kehler presented

Community Roads Repair/Plowing Update:

- October 2, 2025 S&S Property Maintenance sprayed community roadbeds with weed killer in advance of road raking. In late October/early November 2025 S&S will rake community roads using a Harley rake with a skid-steer. This breaks up the top layer of compacted stone, leveling potholes, and redistributing loose gravel to create a fresh, clean, and uniform surface. It works by rotating a drum with tines that pulverize the ground, bringing rocks to the surface while allowing finer material to fall through. Process should take about 1-2 days max. Expectation is we will need less stone replenishment than in the past.
- Fallen tree clean-up from CHHOA roads will be outsourced to a contractor as needed. In past months trees from homeowner properties have fallen on Connecticut and Baltimore Avenues. Our local "helpers" are getting up in age and BOD has discussed one or two arborists/tree removal contractors as future go-to in these instances. Kay Kehler has sourced two contractors who can be called. **NOTE: Homeowners are responsible for assessing their own properties** for trees in danger of falling on community roads or neighboring properties/homes.

- Snow plowing season info: Plowing of CHHOA roads is coordinated by Road Committee Chairperson Kay Kehler with Tom Kehler; when plowing is required they contact local contractor. Roads are plowed only if snow accumulation on CHHOA roads has reached 4". Individual homeowners should refrain from plowing our community roads, which can jeopardize our arrangement with the contractor, who is licensed and insured for commercial work. Our snow plowing contractor is *not* hired to do individual driveways in the CHHOA. However, you can contact him to make your individual arrangements. Rob Dixon, Jr. 302-383-9931.

- Future project: Scope and quote still TBD regarding pipe under intersection at corner of Cecil/Connecticut by Matherly (60 Connecticut) property will require a 4-foot extension to the pipe which would move it further out of the roadway; thereby preventing it from getting crushed. There is a huge tree above that pipe. Road Committee will revisit this for scope then source contractors for quotes. TBD and contingent on budget.

Main Entrance Sign for Chesapeake Haven - Refresh

- Mike Heaney (63 Connecticut Ave) made the original sign. Once he is in better health, he plans to skim off scaling, give it fresh coat of lacquer. At no charge to the CHHOA. Has to be done in warm weather. Will be 2026 project.

Beach Gate:

- Reminder: Last vehicle out, please close and lock gate. Note to new homeowners: If the previous owner did not leave you a key with two CHHOA yellow wrist bands, please contact the Board via this page on our website: https://chesapeakehaven.com/contact-us/

Beach Steps at Bottom (Cantilevered):

- Reminder: Please pull up and secure stairs when exiting beach. Stairs will get damaged if they are not secured in up position.

Mosquito Control:

- 2025 weekly spraying by the Cecil County contractor began in June; ended September 29. For details refer to Mosquito Spraying page on chesapeakehaven.com. Kay Kehler will continue to be the CHHOA contact with the County for 2026.

AED (Defibrillator):

- REMINDER: Our LIFEPAK CR2 AED unit is housed in a box near 132 Ohio Ave. The unit verbally walks you through use step-by-step. *Do not* open the box unless you intend to use the unit; doing so uses valuable battery power. Of course, first step is always to call 911. How-to use video provided by the manufacturer is viewable via this link: https://www.youtube.com/watch?v=WtN56rbzEgw

- Lucrecia Stacherski added that make sure the person is not lying in water/wet area.

Beach Access Area Repairs Committee **–** Travis Stacherski presented

- Francy gave Travis a folder of past documents from Dave Cross, who previously worked on a revetment solution.
- Travis has emailed the Army Corp of Engineers twice; no response to date.
- Tony Meenan, committee member, added that there is not permanent solution; Mother Nature is in charge.
- Committee still needs to develop list of issues and potential minimum solution.
- Tony asked attendees their opinion on beach debris; comments were leave big logs against bank to help deter wash-down, possible clean-up of small items and trash.

By-Laws Review Committee – Francy Cross assumed Chairperson position

- Members will be Lucretia Chadwick and Alicia Funkhouser.
- Previously a committee was formed but had not met; John Vitela did preliminary work.
- Strategy is to make some changes; not rewrite entire document.

Ballot Results

- Ballot results for the 2026 Budget and the 2026-2027 Board of Directors term were announced as per tally from Carl Spangler (non-CHHOA resident).
    - 2026 Budget ballot results. Budget approved.
      Total ballots received 19
        - Approved 19
        - Not Approved 0
    - 2026-2027 BOD ballot results.
      Total ballots received 19

President	Francy Cross	19 votes
Vice President		(open position)
Treasurer	Lucretia Chadwick	11
	Alicia Funkhouser	3
	Jinni McNulty	7
Secretary	Kay Kehler	18 votes
Director	Linda Dolinger	18 votes
Director	Tony Meenan	18 votes
Director	Travis Stacherski	18 votes

    - Vice-President vacancy: As per By-Laws Article VIII, Section 6. Vacancies, a vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the office he or she replaces.

Open Forum:

- Can we lower the quorum percentage from 20%, due to low member turnout at meetings?
    - Will be addressed during the by-laws review.
- When was the last audit?
    - Francy explained it was over two years ago; the switch to QuickBooks/learning curve was part of delay; asked for a non-member to audit books, no one volunteered. Will be addressed in 2026
- Francy asked attendees if they used beach area on the other side of community; 6 said yes (Cross, McNulty, Chadwick, Stacherski, Funkhouser/Connell, Meenan). Francy stated the other side is working to repair their beach access that was destroyed from past storms; would the CHHOA consider donating to that effort?
    - What is the cost they are paying to redo their beach access?
        - They recently got a sizeable donation from an individual over there, but it wasn't enough to complete the project.
        - It was suggested that we contract with a Collection Agency to recoup dues in arrears and use some of that money to donate. Also suggested that since we are under budget, use our current funds.
        - Would need to send a ballot to all CHHOA members in good standing.
    - Tabled for now because quorum was not met.
- Holiday Décor Contest with a prize – Francy Cross
    - Need volunteer judges, judging date, prize amount/retailer
    - Announce via email, NextDoor, website
- "Poker Run" – Jinni McNulty
    - Need five (5) houses to hold cards
    - Committee, date, time, explanation/rules
    - Announce via email, NextDoor, website
- Summer Meet and Greet – Lucretia Chadwick
    - Need committee, date, time, details
    - Announce via email, NextDoor, website

Meeting adjournment

- Meeting adjourned 11:57 a.m.