

**Shorewood Estates Civic Association (SECA)
Board of Directors Meeting
January 5, 2019 at Kim Righi's Home**

Kim called the meeting to order at 9:05AM

Attendees: Kim Righi, Brian Chick, Linda Gaydos, Jeff Russell, Jason Conner, Bill Irish, Julie Klapproth, Rob Moxley

Agenda Items:

- Financial Status
- 2019 Budget
- 2019 Membership Dues Recommendation
- 2019 Slip Lottery and Fees Recommendation
- Boat Dock Repair Status
- Beach Electric Installation and Use Policy Status
- SECA Shed
- Slate for 2019 Board of Directors
- Annual General Meeting Dates
- Spring Clean-Up Dates
- New Website
- New Business
- Review Open Action Items

Financial Status

- Increase in insurance premium is due to the claim we submitted for dock damage repairs in 2018; Jason's opinion is the cost and policy are inline w/ other insurers; Kim suggested the rate may normalize w/in 3 years if we have no additional claims
- Consider adding \$1000 addendum to 2019 budget for de-icer and electric service if Bob Lawson still plans to install power to Anchorage Beach dock as a donation; Also consider less expensive alternative to de-icer and piling donuts to protect Beach dock pilings, e.g., corrugated tubes
- Review current balances
 - Checking = \$450.61
 - Savings = \$25,957.62
 - Total = \$26,408.23

2019 Budget

- 2019 proposed Budget (attached) contains all regular expenses, repairs, and maintenance we normally experience as being covered by current \$100 Dues if 75% of property owners/renters continue to participate as Dues-paying Association Members; Budget will be presented to Membership at General Meeting
- We will research costs to add a separate special 2019 Budget Addendum for a shed (\$1500-\$2000 + Bob Hodge donation?), monthly electric service for new Anchorage Beach power, de-icer (~\$1200), and Boat Dock repairs once quote is received
- Consider phasing Boat Dock repairs over 2-4 years – pilings, stringers, planks; Kim will check w/ Mark McCool about phasing Boat Dock work

2019 Membership Dues Recommendation

- Retain dues at \$100 as Membership response has trended up the past 3 years; Dues generally cover annual community maintenance and insurance costs
- All residents should be asked to contribute to dock repairs/maintenance as we all benefit from the value of being a water-oriented community w/ available boat slips (w/ those who use Boat Dock contributing more through Slip Dues); Therefore, we will establish a new 'Dock Fund' tracked as a revenue line item (not a separate bank account) to solicit voluntary contributions for repairs instead of raising Membership Dues; Include information about Boat Dock in Membership letter, e.g., need for repairs, when previous years' repairs were completed, etc.

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2019 Slip Lottery and Fees Recommendation

- Kim's recommendation of \$100 increase for each slip for 2019 was approved by all Board Members; Slip Dues are significantly less than neighboring local marinas even considering the lack of typical marina amenities; The Board will consider this \$100 per slip per year increase thru 2021 as a means to help fund repairs to the Boat Dock

Boat Dock Repair Status

- Pilings, stringers, and planks need to be replaced; Determine whether repairs can be phased over a few years to better manage costs while ensuring safety to those using the dock; Mark McCool (Northern Bay Boat Lifts) was asked for a quote to perform repairs rather than rely on community volunteers for this extensive and specialized work

Beach Electric Installation and Use Policy Status

- Not yet installed; Bob Lawson offered to install service at Anchorage Beach at no cost to SECA; Will it be installed this year before a hard freeze? Jason will contact Bob and report to Board
- Jason will also talk w/ Mr. Stevenson (owns property next to Boat Dock) to ask if we can install metered service from his dock electric service for purposes of using a de-icer at the Boat Dock during winter months to protect pilings
- Electric service will be used to protect docks and possibly SECA community events, and will not be for general community use

SECA Shed

- Need shed to store and protect community items, e.g., piling donuts, other piling protection, picnic supplies, de-icer, etc., in one central location vs. several people's homes
- Research various locations – top of Anchorage Hill (surrounded by hedges), bottom of Anchorage Hill (move kayak racks to another location), Boat Dock area; Avoid critical areas
- Need additional research – size (minimum 10'x16'x?), material, cost, and whether a permit is needed
- Bob Hodge offered to donate \$2500 toward a shed, and granted permission to obtain permit
- Jason and Rob will send information they have already researched to Linda

Slate for 2019 Board of Directors

- Bryan Matthews and Don Ruth want to participate as Board Members – their names will be added to the 2019 Slate as Members-at-Large; Julie and Jason offered to step down
- Kim will continue as President for 2019 then step down to Past-President
- Treasurer position remains vacant for now but is manageable between Kim and Linda

Annual General Meeting Dates

- Notify community 2 weeks in advance of meeting
- Saturday February 9, 9:00AM at Kim's house

Spring Clean-Up Dates

- Saturday April 27 at 8:00AM w/ rain-date Saturday May 4
- No dates posted yet for Galena Dogwood Days or River clean-up days

New Website

- New website may cost about \$200 per year; Currently paying about \$150 per year;
- Don Ruth may have experience w/ website development; Linda will contact Don for assistance

New Business

- Julie commented that our SECA event sign is in poor shape and seen better days; She will talk w/ Al Tate for suggestions

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- Shorewood Estates sign – Brian will try to unscrew sign from posts, so Linda can paint highlights w/ contrasting reflective paint for better visual effect; Brian installed another solar spotlight, but it is not cooperating
- Picnic tables
 - Too heavy to move out of weeds to use; Jeff offered to cut-off ends of tables to make tables lighter; Move tables to area where they can be used; Consider adding wheels?
 - Ask Travis to treat invasives around tables in Spring; Kim will talk w/ Travis about maintenance for 2019 (his annual fee is already included in 2019 Budget)
 - Spring Clean-up – Clean tables and useable plastic chairs, remove broken plastic chairs and cushions
- Kim reported Sassafras Riverkeeper (Emmett Duke) is retiring, and a new Riverkeeper will be selected; Recently learned of Waterway Improvement Fund that provides funds to work w/ county and state to potentially help w/ shoreline erosion, dredging, and living shoreline
- Summer Picnic date – 4th Saturday in September (9/28)
- Thirsty Thursday – Move to 4th Thursday each month due to several conflicts

Action Items

- Review open items and new items

Rob motioned to adjourn meeting; Jason 2nd motion; All present agreed w/ 'Aye'
Kim adjourned the Meeting at 10:45AM

Action Items

#	Action Item	Responsible Party	Status / Comment
1	Post notices announcing Community Events on event sign board prior to each event	Julie Klapproth	On-going 1/5/19 – Will ask Al Tate for new sign suggestions
2	Perform annual review of SECA books	Linda Gaydos	Open 1/5/19 – Will ask Bill Berghaus or Andy Horsey
3	Investigate phasing needed repairs to Boat Dock	Kim Righi	Open 1/5/19 – Will ask Mark McCool about phasing needed repairs
4	Create 2019 Membership Dues letter and Slip Lottery	Kim Righi, Linda Gaydos	Open 1/5/19
5	Follow-up w/ Bob Lawson re: electric installation timeline at Anchorage Beach; Talk w/ Mr. Stevenson (Boat Dock neighbor) about possibly tying into his electric service & attaching meter	Jason Conner	Open 1/5/19
6	Research locations for community SECA Shed, plus size, cost, material	Linda Gaydos, Jason Conner, Rob Moxley, Jeff Russell	Open 1/5/19
7	Send Annual Meeting Notice	Linda Gaydos	Open 1/5/19
8	Develop new website	Linda Gaydos	Open 1/5/19
9	Add reflective highlights to Shorewood Estates sign	Linda Gaydos, Brian Chick	Open 1/5/19
10	Reduce Beach picnic table weight; Clean tables & plastic chairs; Remove broken chairs & cushions	Spring Clean-up	Open 1/5/19
11	Talk w/ Travis about 2019 maintenance	Kim Righi	Open 1/5/19

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#	Action Item	Responsible Party	Status / Comment
12	Create new name for 2019 version of 'Thirsty Thursday'	All	Open 1/5/19
Completed Action Items 2018			
6	Revise 2017 Slip Lottery Application to update w/ 2018 information and dates	Linda Gaydos	Open 1/6/18 Completed 1/7/18
7	Obtain PO Box for SECA use instead of using Board Members' address; SECA = PO Box 283, Galena, MD 21635	Brian Chick	Open 2/10/18 Completed 2/13/18
1	Provide details, e.g., size, materials, etc., to Jeff Russell about intended permanent Shorewood Estates sign; Ask Bob Hodge about erecting sign on his property	Sueann Hall, Jeff Russell	Open 03/15/17 1/6/18 – Small roadside wood sign (size to be determined – approximately 24"-30" wide by 18"-24" tall) to announce community Completed May 2018
5	Contact IRS to determine best and least expensive course of action to bring SECA into compliance	Sueann Hall	Open 1/6/18 Completed March 2018
8	Contact Kent County about road signs on Wilson Point Rd, and Speed Limit signs w/in Shorewood Estates	Don Ruth, Kim Righi	Open 2/10/18 Completed June 2018
3	Ask Bob Hodge about his intentions for his common area property; Required documents could include Title Search	Jeff Russell	Open 6/26/17 1/6/18 – Jeff will discuss again w/ Bob 1/5/19 – No longer under consideration
4	Ask Kent County whether sanding our beach is allowed	Kim Righi	Open 6/26/17 1/6/18 - Requires erosion/sediment control permit from Kent County and will ask about what can be done to try to retain sand on beach; Complete - Will also ask about replacing missing Wilson Point Rd sign at Wilson Point & 290

Respectfully submitted,

Linda Gaydos
SECA Secretary