

**Shorewood Estates Civic Association (SECA)  
Board of Directors Meeting  
January 17, 2021 via Zoom**

Kim called the meeting to order at 9:00AM (via Zoom due to COVID-19 CDC restrictions)

**Attendees:** Kim Righi, Don Ruth, RoseMarie Tate, Linda Gaydos, John Lytwynec, Bryan Matthews, Ed Oceanic, Doug Uhl

**Agenda Items:**

- Treasurer Report
- Membership Report
- 2021 Budget
- 2021 Membership Dues Recommendation
- 2021 Slip Lottery and Slip Dues Recommendation
- Boat Dock Repair/Replace/Expand Status
- SECA Shed
- Slate for 2021 Board of Directors
- Community Maintenance and Improvement Plan
- Storage Racks and Picnic Tables
- New Business
- Review Open Action Items

**Treasurer Report (RoseMarie)**

- Review current balances (as of 01/13/2021)
  - Checking = \$235.03
  - Savings = \$20,126.38
  - Total = \$20,361.41

**Membership Report (Linda)**

- 2020 Membership Dues paid by 62 of 80 residents/property owners = 77.5% (77.5% in 2019, 70.9% in 2018); Members donated additional \$1325 to Dock Fund

**2021 Budget (Kim)**

- Recommend we retain 2020 Budget basically as is for 2021 due to COVID-19
- 2021 is last year of 3-year Slip Dues increase
- Dock Repair/Replace Phase III & IV (T-Pier) is less than \$12K (total for all 4 Phases ~\$37K)
- End of year 2021 bank accounts balance is projected to be about \$11K – should be able to replenish after Dock Repair/Replace Phases are complete
- Consider shifting focus to allocate funds for other community amenities; Slip expansion is ongoing revenue-generating while other amenities are dead expenses
- Ed motioned to table dock budget discussion; Don 2<sup>nd</sup> motion; All attendees agreed
- Additional discussion to flush out Community Maintenance and Enhancement road-map; Establish various committees to focus on different areas; Board Member should chair each committee
- Doug motioned to accept Proposed 2021 Budget; John 2<sup>nd</sup> motion; All attendees agreed

**2021 Membership Dues Recommendation (All)**

- Recommend to Membership we retain 2021 Dues at 2020 amount of \$150 due to COVID-19
- Dues were increased in 2020 from \$100 (since 2015) to \$150
- John motioned to accept 2021 Dues recommendation; RoseMarie 2<sup>nd</sup> motion; All attendees agreed

**2021 Slip Lottery and Slip Dues Recommendation (Kim)**

- Slip Dues increase \$100 per slip for 3<sup>rd</sup> of 3 years as approved by Membership at 2019 Annual Meeting

**Boat Dock Repair/Replace/Expand Status (Kim, Don)**

- Phase III and IV (T-Pier) to be started in mid-February depending on weather w/ plans to complete before April 1; These are last Phases of 2019 contract w/ Northern Bay Pile Driving and Boat Lifts, Inc.
- Kim and Don met w/ Mark McCool in November to discuss additional slips/dock expansion options and pricing; Three options were discussed;

**Shorewood Estates Civic Association (SECA)  
Board of Directors Meeting  
January 17, 2021 via Zoom**

1. Add 2 shallow water slips (next to existing slips 1 and 9); 2 finger piers + 2 pilings = \$4,500
  2. Expand T-Pier to left by 30ft for 2 slips (next to existing slip 4); 1 finger pier + 4 pilings = \$9,750
  3. Expand main pier out 45 ft into river, rotate existing 4 slips 90°, add 2 more slips = \$17,725
- Deeper water slips are more desirable by boaters and more valuable as they command higher Dues
  - In 2020, we considered adding slips when Northern Bay was engaged for Phase III and IV in 2021 due cost savings of equipment already onsite
  - Permitting is required to add pilings (but not replace), and typically requires up to 9 months to obtain
  - Need more specific cost and timing information to present to Membership for vote on adding slips
  - Have not undertaken other community enhancements due to expense of necessary Boat Dock repair/replace

**SECA Shed (Linda)**

- Foundation, shed assembly, and site clean-up were completed mid-November by neighborhood volunteers
- Overall SECA cost for shed, foundation, etc. = \$336.47 (\$2836.47 - \$2500)
- Consider adding shelving unit for more functional storage after determining available space when winterization devices and materials are stored

**Slate for 2021 Board of Directors (Kim)**

- 2020 Officers = Kim Righi, President; Don Ruth, Vice-President; RoseMarie Tate, Treasurer; Linda Gaydos, Secretary
- 2020 Members-at-Large = John Lytwynec, Bryan Matthews, Ed Oceanic, Doug Uhl
- Kim is stepping down from President; Will serve as Past President in 2021
- Interested in Treasurer = Cindy Hamilton; Member-at-Large = Joan Skloot, Gary Sorrelle
- 2021 Board of Directors Slate
  - Officers = Ed Oceanic, President; Don Ruth, Vice President; Cindy Hamilton (New), Treasurer; Linda Gaydos, Secretary; Past President = Kim Righi
  - Members-at-Large = John Lytwynec, RoseMarie Tate, Doug Uhl, Joan Skloot (New)
- Suggest ex Board Members become ex Officio members to lead various committees; Engage Gary to help w/ enhancement/improvement committees since he showed interest in participating on Board
- Doug motioned to approve 2021 Slate; Bryan 2<sup>nd</sup> motion; All attendees agreed

**Community Maintenance and Enhancement Plan (Ed)**

- Created working document/road-map for maintenance/improvements w/ estimates to help manage costs
- Provides plan to help Membership understand actual costs of community upkeep; Establish 3-person committee to further develop 5-year rolling plan as residents may likely join SECA if they see enhancements
- Fund-raising and Donations – SECA, as a corporation and not a non-profit, cannot provide tax-deductions
- Create enhancements categories to present for Membership input/vote; Examples – improve/clear walking trail along pond to Yedinak's property (Bryan offered to chair), enhance beach area
- Ed motioned to add Budget line item and allocate \$4K for improvements; RoseMarie 2<sup>nd</sup> motion; All agreed

**Storage Racks and Picnic Tables**

- Improvement committees – look at Beach improvements (e.g., shade area, storage racks location and number, picnic tables, etc.) and boat launch area near Boat Dock; Any physical changes to critical areas requires a plan be submitted to County for approval and any required permitting

**New Business**

- COVID-19 prevents in-person Annual Meeting; Zoom may be unmanageable w/ large number of attendees; Conduct votes for Budget, Board of Directors Slate, and Dues via e-mail; Consider conducting Slip Lottery in person at Boat Dock mid-late February; Dues payments by March 31 (Dues year starts April 1)
- Don motioned to vote for Dues/Budget/Slate via e-mail followed by Slip Lottery; Ed 2<sup>nd</sup> motion; All agreed
- Don – Traffic counter between Sassafras Rd and Duck Hollow recorded driving speed on Shorewood Rd for 6 days; 85<sup>th</sup> percentile = 24mph or less; 65% = 15-25mph; Average speed = 24.27mph (5.6 – 52mph); Suspect non-resident traffic is most guilty of higher speeds; Don will try to obtain data from County to share w/ residents; No further action at this time

**Action Items**

- Review open items and new items

**Shorewood Estates Civic Association (SECA)  
Board of Directors Meeting  
January 17, 2021 via Zoom**

Bryan motioned to adjourn; RoseMarie 2<sup>nd</sup> motion; All attendees agreed

Kim adjourned the Meeting at 11:35AM

**Action Items**

#	Action Item	Responsible Party	Status / Comment
1	Post notices announcing Community Events on event sign board prior to each event		On-going
3	Reduce Beach picnic table weight; Clean tables & plastic chairs; Remove broken chairs & cushions; Add to Clean-Up task list; Send e-mail for sign-up	New committee & Board Chair	Open 1/17/21
10	Send quarterly financial report to Board by 15 <sup>th</sup> of month at end of each quarter	Treasurer	On-going
14	Create Site Plan for Beach/Boat Launch/Pond; Contact resources from UMD Extension Services and Stormwater Mngt Planner for assistance and potential for grant funding for Boat Launch site	New committee & Board Chair	Open 1/17/21
15	Obtain proposal and quote for extending T-pier, adding slips, and permitting from Mark McCool	Kim Righi; New committee & Board chair	Requires additional information
20	Create Neighborhood Committee to investigate siting costs, funding, permitting, etc., for neighborhood suggestions; Investigate IRS fund-raising rules; Create 5-Yr Maintenance and Improvement Plan	New committee & Board Chair; Ed created draft road-map	Open 1/17/21
#	Complete Action Items 2020	Responsible Party	Status / Comment
5	Begin permit process for SECA Shed w/ Kent County	Linda Gaydos / Kim Righi	Open 9/15/19 <b>Complete 8/13/20</b>
6	Find new homes for last winter's flat piling donuts from Boat Dock, or discard	Linda Gaydos	Open 9/15/19 <b>Complete 7/27/20 (BHodge)</b>
11	Send another 2020 SECA Membership Dues reminder (extended due to COVID-19)	Kim Righi	Open 6/9/2020 <b>Complete 5/8/20</b>
12	Finalize SECA Shed recommendation to Board	Linda Gaydos, Ed Oceanic, Don Ruth	Open 6/9/2020 <b>Complete 8/21/20</b>
13	Create Marketplace ad for piling donuts in Aug/Sept; Offer new donuts to Bob Hodge	Kim Righi, Don Ruth Linda Gaydos	Open 6/9/2020 <b>Complete 7/27/20 (All donuts)</b>
16	Confirm w/ Jeff Russell about Boat Dock ladder; Repaired and reinstalled	Kim Righi	Open 6/9/2020 <b>Complete 6/20/20</b>
17	Contact Phil Parrish regarding no airfield warning sign	Bryan Matthews	Open 6/9/2020 <b>Complete 6/16/20</b>
18	Contact Kent Cnty to replace speed limit sign on Wilson Pt Rd	Don Ruth	Open 6/9/2020 <b>Complete 7/6/20</b>
19	Investigate speed-reader sign and contact county about speed test	Don Ruth	Open 6/9/2020 <b>Complete 7/6/20</b>
21	Contact Jeff Russell about available wood at dump site for his shoreline project	Don Ruth	Open 6/9/2020 <b>Complete</b>

Respectfully submitted,

Linda Gaydos  
SECA Secretary