**Board Members present:** Gary Heal, Amy Rispin, Max Munger, John McCall, Tricia Powell, Duane Heidemann, Dan Mathias, Dale Maxwell and Dennis Baker

**Staff present:** Rhea Webster

**Guests:** Property owners present: Fran Borsh, Carrie Pattison, and Maria Miller

Gary Heal, President of the Board of Directors for the Drum Point Property Owners' Association (DPPOA), called the meeting to order at 7:30 p.m. He stated that Robert’s Rules of Order govern this meeting and reminded Board members and guests not to speak until recognized by the Chair. Rhea was asked to give the office update.

**Office Update:** Rhea Webster reported the following:

1. The Association office was closed from December 23, 2011 until January 3, 2012. Messages were checked during that time (two messages were noted and calls were returned).
2. Our representative with Chesapeake Insurance Group, the insurance broker for the DPPOA, who had been asked to investigate less expensive options for Directors and Officers coverage, was able to obtain coverage through Travelers’ Insurance for a reduction in the premium, from $5,133 to $3,612 annually for the same coverage.
3. The Drum Point Club is available on March 31, 2012 at 10:00 a.m. for the General Membership meeting. After discussion, a motion was made to hold the March meeting on the 31st of March at the Drum Point Club. The motion was seconded and passed unanimously. The June, September and December dates will be discussed at a future meeting.
4. The annual State Highway User Revenue (SHUR) report was completed and submitted to Robin Jones at the Calvert County Finance Department.
5. Property Tax assessments have been received. They will be compared to the previous assessed amounts to determine how much values have declined.

John McCall made a motion to accept the minutes from the December 6, 2011 and December 20, 2011 meetings (previously distributed via e-mail to the Board). The motion was seconded. The minutes from the December 6th meeting were accepted unanimously as written. After discussion the minutes from December 20th were accepted by a margin of eight in favor and one abstention (Tricia Powell).

**President’s Remarks –** Gary Heal reported the following:

1. The Petition for the next Special Tax District was delivered to Terry Shannon, the Calvert County Administrator, on December 22, 2011. The presentation to the Board of County Commissioners, during a working session, has been tentatively set for January 17, 2012.
2. There have been no confirmed volunteers willing to serve on the Nominating Committee. Several people have been contacted, and a message was placed on the website.

**Board Roundtable:**

John McCall suggested amending the agenda to include discussion of Board recommendations to the Nominating Committee (tabled from a previous meeting) and a format change for the March meeting of the membership. The items were added under Old and New Business respectively.

**Committee Reports**

**Operations:** In Jeff MacDonald’s absence, Gary Heal reported as follows:

1. The paving on Deer and Harbor Drives is finished.
2. Work at 13045 Mills Creek Drive, to repair drainage, is nearly complete with the paving of the cut made to the asphalt yet to be scheduled.
3. The installation of the Gabion Swale on Calvert Drive is complete.
4. In order to make an informed decision with regard to any proposed projects, Board members can contact Jeff MacDonald to ask questions and/or request a site visit.

**Treasurer:** The Profit and Loss Statement and Balance Sheet were distributed. Any questions can be directed to Max Munger, Treasurer for the DPPOA.

**Communications:** No report

**Environmental Committee:** Amy Rispin reported that the Environmental Manual being compiled by Steve Kullen, of the Calvert County Department of Planning and Zoning, is being developed as an environmental guide for Calvert County, , and input is being sought from those communities in the county. Mr. Kullen, who spoke to property owners in March of 2011 on the subject of septic replacement grants available through the county, is developing guidance under a grant program which expires in approximately nine months.

**Planning Committee:** No report

**Old Business**

**Guidance to the Nominating Committee:** John McCall distributed a list of proposed questions to be discussed for distribution, via the Nominating Committee, to prospective candidates for the Board of Directors. The following was noted:

1. The Board currently provides guidance to the Nominating Committee (per the letter distributed to each member of the Committee).
2. After discussion, Duane Heidemann made a motion that, “the proposed list of questions (with changes as noted) be used as guidance to candidates for the Board of Directors in the creation of their biographies [the biographies are included with the ballots and serve to provide information to the community with respect to each candidate’s qualifications and goals for the Board]. The proposed list was adopted with the following changes: 1) delete the first sentence in Item 3 (If you have served on the DPPOA Board) and 2) combine Items 5 and 6 (see attached).
3. The motion was seconded and passed unanimously.

**New Business**

**March General Membership Meeting - Candidates Forum:** John McCall made a motion to change the format of the March General Membership meeting to include a Candidates Forum and nominations from the floor. The motion was seconded and passed unanimously.

**Recording of Meetings:** The policy against the recording of Board and Membership meetings was raised for reconsideration. After discussion, Gary Heal made a motion to record Board and General Membership meetings and post the recordings to the website. The motion was seconded and passed unanimously. Although there is no requirement to advise those present at a meeting that it is being recorded, an announcement will be made.

**Censure of Board Member:**

1. Tricia Powell made a motion, “to censure Director John McCall and suspend him from all Board activities for a period of 30 days.” There was no second.
2. Dennis Baker made a motion to adjourn the meeting into Executive Session. The motion to adjourn into Executive Session was seconded and passed by a margin of five in favor (Gary Heal, Amy Rispin, Duane Heidemann, Dan Mathias and Dennis Baker) three against (Max Munger, Dale Maxwell and Tricia Powell) and one abstention (John McCall).
3. Prior to adjournment into Executive Session, Dennis Baker made a motion to allow Carrie Pattison to make a statement concerning an offensive gesture allegedly made by John McCall during a previous meeting of the Board. The motion was seconded and passed by a margin of six in favor (Gary Heal, Tricia Powell, Duane Heidemann, Dennis Baker, Dan Mathias and Dale Maxwell), one against (Max Munger) and two abstentions (Amy Rispin and John McCall).
4. Ms. Pattison made her statement.

**Public Comment:** The following property owners commented:

Maria Miller made remarks suggesting operational changes and possible incorrect statements. She had a question about DPPOA funds held in separate accounts.

Fran Borsh remarked on the tone of Board meetings.

Peter Holt made a statement as the Director of CERT operations, that the Emergency Operations Center conducted its 70th weekly radio test in conjunction with the Radio Amateur Civil Emergency Service (RACES) and remarked on the importance of the ability to communicate with the County during an emergency.

With no further business to be conducted, the meeting adjourned into Executive Session.