

BOG Meeting Minutes (Thurs., February 17, 2022, 7:00 PM)

BOG members Present: Janice R., Linda P., Paul O., Paul W., Ann Marie M., Stephanie M-R, Rose A.

Item	Time
<p>Secretary's Reports: Read/approve the Ad Hoc BOG meeting minutes from 02/10/2022;</p> <p>Read/approve the BOG meeting from 01/20/2022</p>	<p>5 minutes Meeting started at 7pm</p> <p>07 2/10/22 meeting minutes were unanimously approved. Motion by Linda Phillips, 2nd by Ann Marie Mack</p> <p>Meeting minutes were unanimously approved. Motion by Ann Marie Mack, 2nd by Paul White. 5 minutes</p>
<p>Treasurer's Report: Review/approve report; set a date for new signatures at the BOGB</p>	<p>5 minutes Action Item: Paul will sit down with Virginia White this week to finish the Treasurer paperwork signover. Report by Treasurer tabled to next month.</p> <p>Virginia White resigned as CAP Treasurer on 2/7/22. Thank you to Virginia, not only for her tireless time and effort as Treasurer, but for her continual attention to important detail and research efforts. She will be missed.</p>
<p>Committee Reports: Volunteers for Chairs; updates from current Chairs</p> <ol style="list-style-type: none"> 1. Membership 2. Communications 3. External Affairs 4. Property Maintenance 5. Social 	<p>15 minutes</p> <ol style="list-style-type: none"> 1. Stephanie: Spreadsheet 2022 is being updated with cross checking with 1/9/22 Address File from Chris Erbacher. Will continue. Action Item: Verify the PayPal payment/refund status of the two PayPals received in January were accounted for. Action Item: Paul W. will pick up the mail with Kim and Janice as backup for completed membership forms &

	<p>checks.</p> <p>Action Item: Linda will ask Ken Ward to give Stephanie access to the CC shop on palisades website.</p> <ol style="list-style-type: none"> 2. Communications Ken Ward updated CC site. Chris Erbacker gave an updated list of CAP address files as of 1/9/22. File is located in cap/2022/membership All 2021 documents are on website now Treasurer now has website financial access. Palisades email/CAP Google drive has two-step verification through Linda Phillips phone and email. Was changed from John Morrison upon his request. 3. External Affairs- no new business 4. Property Maintenance-no new business 5. Social-new business discussed below
<p>Action Items Summary Follow-up:</p> <ol style="list-style-type: none"> 1. Action item: Make sure the ability to pay with CC or PayPal is turned off on the website. Linda will work with Ken Ward, John, and Treasurer to get the ability to pay with PayPal or CC, but it needs to be seamless so that the membership form and payment are tied together. Once a system has been determined, it should be presented to CAP and approved before using. 2. Action Item: Janice will write a President letter and Linda will attach a membership form and send out via email and in the mailbox. Mention free pavilion rental with a deadline of one month after the letter goes out. 3. Action Item: Linda will update 	<p>15 minutes</p> <ol style="list-style-type: none"> 1. Done. System still turned off until the Treasurer and Board has approved it. 2. Done 3. Done 4. Ongoing 5. Invite him when and if there is a specific topic that he could speak to. 6. \$3000 to replenish the sign up front-pretty comprehensive -remove it, strip it down, repaint, and seal. The quote is presented to the Board and will be stored in the Long Term Project. Katie Thomas and family volunteered to touch up the sign. Action Item: Ask Katie to put together

membership form to say 2022.

4. **Action Item:** In the Newsletter mention Joyce as a pillar in the community.
5. **Action Item:** Decide if we want to accept Invitation from the County Executive to speak at a BOG meeting or General Meeting.
6. **Action Item:** BOG members please comment on the beach sign choices listed on CAP drive. Give feedback for Signcraft.
7. **Action Item:** Replace basketball hoops and purchase sand depending on cost. Paul and Linda will get sand estimates.
8. **Action Item:** Scott Phillips will provide additional pavilion information from another Severn neighborhood to Paul O'Hearn.
9. **Action Item:** Linda will forward Paul O'Hearn Joe's landscaping business phone number
10. **Action Item:** We need to find a Treasurer for 2022. Janice will email Kim and Paul to see if they are interested and Virginia agreed to train whoever volunteers.
11. **Action Item:** Linda will look into the cost of a management company.
12. **Action Item:** Janice will email Kim and Paul to see if they are willing to train to be Treasurer.
13. **Action Item:** Rose will bring a welcome plant to the house next to Jordie/Linda on Round Bay, and across from Linda.

a plan or contact Paul O'Hearn regarding what they would do to clean up and refresh the sign. The structural part- the pilings- will need to be worked into a community work day.

Action Item: Paul will distill the comments for the signs down within the month and present them to the company, Sign Craft. Then we will talk it out at the next meeting.

7. Paul O. put together community work day plans and what costs will be. Only two big ticket items will be basketball hoops and backboard.
Action Item: Paul will continue to get cost estimates.
Mike Ogburn gave Paul the name of SandStone store for beach sand cost. 60'x30' is 1800 square feet, \$90/ton. We would need between 8-10 tons for 1" deep.
Action Item: Paul O'Hearn will ask Bill Bell if he could back hoe the sand when purchased.
Action Item: Linda will contact Sasha in the neighborhood for sand purchase contact.
Action Item: Paul O'Hearn will call Chaney and Reliable for sand estimates.
8. Ongoing
9. Joe Landscaping \$65 weekly lawn care estimate and \$580/\$160 dumping fee for playground leaf clean up. Phone # is 410-739-5619

Paul White- Grass cutting with William Garcia was \$80 every two weeks.

Action Item: Paul White will discern the total yearly cost for landscaping cost for Paul O'Hearn to make some decisions for 2022- COMPLETED at end of meeting: \$2500.

<p>14. Action Item: Linda will locate the Welcome Letter and forward it to Janice and Rose.</p>	<p>10. Done 11. Ongoing 12. Repeat- done 13. Ongoing 14. Done</p>
<p>New Business:</p> <ol style="list-style-type: none"> 1. BOG will determine the dates and set the calendar for events and meetings for 2022; Board Meetings to remain the third Thursday of the month; General meetings will occur 4 times a year: spring, summer fall, and winter; Social chair will put the events on the CAP Event Calendar and social gatherings/pavilion rentals on the Palisades calendar on the Drive.....Suggested dates: Pay Dues by Feb.1; Apr. 16 Egg Hunt; Apr. 29 Gen. Meeting; Beach Work Apr. 30; June 24 Gen. Meeting; July 3 Celebrate the 4th; Aug. 19 Fam. Game night/camp out; Sept. 23 Gen. Meeting; Oct. 31 Halloween; Nov. 18 (Friday) Gen. Meeting;Dec. 3 or 4 Christmas Party (Sat/Sun). 2. The President will nominate all Committee Chairs for 2022: Stephanie Mazur-McCorkle for Membership; Linda Phillips for Communications; Rose Aiello for External Affairs; Paul O’Hearn for Property Management; Ann Mack for Social. 3. The President requests that the Membership Chair will review the updated website to determine if appropriate information is easily attainable for membership records. 4. The President requests that research is done to find out how the Treasurer 	<p>15 Minutes</p> <ol style="list-style-type: none"> 1. Dates for calendar reviewed as shown. All okay. Christmas Party changed to Friday, Dec 2nd. 2. The President nominated all committee chairs for 2022. Motion by Ann Marie and 2nd by Paul White Unanimously accepted. 3. Action Item: Linda will give Stephanie access to the website WIX financials. 4. Action Item: Paul White and Stephanie will explore the WIX website to see if they need any other information. They will report to the BOG where to find the exact deposits into the BOGB, per household <p>Janice made a motion to attach a \$4 fee to cover the processing fee for CC payment for membership. Paul O’Hearn motioned. Janice 2nd. Unanimously approved.</p> <p>Action Item: Janice needs to call the bank to sign the 2022 signature paper and take the minutes with her.</p> <p>8:13 PM Adjourned</p>

<p>knows exactly what monies are deposited into the bank per member name when credit card fees are added.</p> <p>Old Business:</p>	
Generate Agenda for:	x minutes
Other time-sensitive discussion	Unallocated
Action Item Summary	Unallocated

Total Scheduled Time: 60 minutes