

**AGENDA** - CCL Meeting – 6:30 PM Monday, February 4, 2019  
VB Rescue Squad, Station 14 Conference Room  
740 Virginia Beach Boulevard Virginia Beach, VA 23451

*Present: Mike Kelly, Connie Agresti, Bill Garvey, Milt Martin, Jim Skarbek, Katie Ripberger, Sandy Rosenberg, Larry Kurtz, Billy Moore, Amber Torgenson*  
*Not present: Claire Yoder, Amanda Robinson, Jan Alex, Bob Jones*

1. 18:33 Call to order / Pledge of Allegiance / Roll Call / Quorum Determination (5 needed).
  - Quorum met
2. Approval of prior meeting notes – January meeting minutes, (Amanda Robinson)
  - Connie 1st/Bill G.2nd – Minutes accepted
3. 19:21 Treasurer’s Report / 2019 Budget (Jim Skarbeck)
  - Jim reviewed the documents he sent the Board via email last week, including expenses. 990N and 1099 issued. Question from Sandy on why we are dividing the membership dues from the security fund when you pay dues...Jim responded that they are both in the same checking account but tracked separately. Jim said there is no restriction on spending out of the General Fund if we run out of money in the Security Fund. Jim said 1/3 of the security fund comes from 10 – 15 people.
  - Motion to approve – 1<sup>st</sup> Sandy 2<sup>nd</sup> Amber
4. 18:36 Website Update (Bob Jones)
  - Review of website recommendations (Mike K.) – discussion on a process to verify that a new member is a resident. Group agreed that we will have someone verify each application.
  - Discussion on making member directory available to all Croatan members online. Suggestion for an opt in and opt out feature if we move forward. Mike suggests we build it and hide it at first and then decide if we will make it active. Connie made motion on Mike’s suggestion and Sandy 2<sup>nd</sup>. Motion approved
  - Mike discussed push notifications and what it involves. Decision to activate and wait to make active.
5. Logo Wear (Katie Ripberger)
  - Katie is reviewing inventory. Also, Welcome basket contents – what should be in there... Bill G. suggests maybe a hat and a shirt. Mike suggests that the logowear/Welcome basket team make that decision.
  - Can we add ordering to the website? Also should we outsource fulfillment? We decided that we would like it on the website and Katie will investigate a fulfillment vendor. If we do not use a 3<sup>rd</sup> party Jim asks if we would need to collect Sales Tax on sales of logowear. Follow up needed.
6. 19:38 Welcome Wagon (Bill Garvey)
  - Cheryl delivered 5 and 4 more to delivered
7. 19:40 Beach/Lakes- includes Rudee Inlet Foundation (Katie Ripberger)
  - Upcoming meeting no date given. Page on our website to be hidden until we are more active

8. 19:42 Beach Nourishment/Restoration (Mike Kelly)
    - Mike reviewed the document he emailed the Board last week
  9. 19:44 Security/CAC/VBOCC (Connie Agresti)
    - Connie reviewed notes he sent out to Board in email
    - January hours for Officer Noha – 15 hrs. We provided him with a “hold blameless” document
    - Planning Comm meeting on Feb 13<sup>th</sup> on Zoning/Food vending trucks.
    - Provide Connie with any issues or comments for his CAC meeting on 2<sup>nd</sup> Wed of every month
  10. 19:48 Membership/Directory (Bill Garvey)
    - Bill is going to “advertise” membership dues are due on Nextdoor Croatan and a sign outside his house
    - \$590 in dues in Jan.
  11. Social (Amanda Robinson)
    - No report
  12. Children’s Programs (Amanda Robinson)
    - No report
  13. 19:53 Landscaping (TBD)
    - Clare found a contractor to perform the service for a good price that is a Croatan resident - motion to approve 1st Sandy 2<sup>nd</sup> Amber
    - Clare spent her own money \$70 for leaf clean up – motion to approve 1st Connie 2<sup>nd</sup> Jim
    - Cheryl agreed to lead the landscaping committee and supervise the landscaper
    - Mike reviewed the contract
  14. 20:00 Spring Fling
    - Discussion on who owns this project. Bill G., and Larry will work on the committee but not lead it.
    - Bill G will ask a few people he knows. DJ, tent and location are set. June 8th
  15. 20:04 Old or Unfinished Business
    - Governing document updates
      - i. Quorum requirement by State of VA. is 10% of members, we have 20% in bylaws
      - ii. Amber will make recommendations at a future meeting
    - Guest Speakers – Connie will make some recommendations for future meetings
      - ✓ Discussion on holding a meeting with a speaker at Rockefellers or Back Bay. Mike will send out suggestions
    - Fall Ball and Annual Meeting
      - i. Discussion on a more casual Annual Meeting/Event. Jim suggested closer to Labor Day. No Decision
  16. New Business – None
- Motion to adjourn – Connie 1<sup>st</sup> Sandy 2<sup>nd</sup>  
 Meeting ended 20:24

Next meeting is scheduled for Monday, March 4, 2019 at VBRS Station 14, 740 Virginia Beach Boulevard

**ALL RESIDENTS ARE INVITED TO ATTEND**