**WHITE SANDS CIVIC ASSOCIATION, INC.**

**Minutes of Annual Meeting**

**June 24, 2021**

President Deller officially calls the meeting to order at 7:00 pm.

President Deller goes over the standing meeting rules.

President’s Address 2021

In this year’s State of the White Sands Community I would like to welcome all the new neighbors to our community and thank those who have been with us for years for continuing to make our community beautiful and welcoming. Our community has stayed beautiful through the combined efforts of our mowing and litter contracts as well as our volunteers maintaining flower beds and decorating for the holidays, and I thank them for all their hard work.

This year was definitely a challenge as many activities we love to do and provide were either limited or impossible due to restrictions in place from COVID. The building was unable to be used at all or very limited in occupancy leading to very few rentals and no large events. Since the occupancy restrictions have been recently lifted I am happy to report more families are beginning to regularly rent the building again. Another major event we normally provide being the Dumpster Day has suffered due to first COVID restrictions then county deciding to stop the service indefinitely. This has caused us to have to rethink how to have a future dumpster day as we really need a service that can provide us multiple dumpsters at a time and remove them within the same day. If anyone knows of a service that could help or has contact’s, please get with me sometime and we can try and find a way to make this happen again.

I was so happy that we were able to have a modified Trunk or Treat. And while we did not have a large turn out like previous years. I am glad we were able to still have a somewhat normal event for the children of our community. I look forward to hopefully having a normal event this year. I was really excited to start working on the playground this year. The first installation was done this spring as soon as the weather cooperated. We had 4 new pieces of equipment installed. Two pieces are for climbing and two for spinning. I am very thankful for everyone who came out and helped install the mulch barriers and then shovel and rake mulch into place. Doing this ourselves with the help of a few of our Board members, their families, our former President, his wife and a few amazing volunteers allowed us to reduce some of the cost. I really am looking forward to our next stage where we will replace the old swing set with a beautiful new one. We will also be replacing and adding to our current play equipment by adding a bridge and new panels to make it once again something the littlest children will love to plan on. Our goal is also to add a covered picknick table or 2 in the future.

This is our third year with Blackstone Management and things continue to run smoothly. Collections were down a bit this past year, but we continue to work on recovering outstanding dues and helping our residents find a payment arrangement that works best for them. We are still receiving restitution from our former Property Manager. She went to court this year and tried to get a modification to lower her monthly payments. I spoke to the new States Attorney assigned multiple times and wrote a letter against this and am happy to report the judge did not allow for any modification. He did say that she must pay as much as she could each time and that he would make sure she was paid in full by the end.

We continue to have a Calvert Sheriff patrol our community. We actively work with him to address any concerns our residents might have. We still currently have the ATV’s and dirt bikes in our community being driven on the county roads. This is not being reported as often as it was last year, but we continue to address it at times. These are allowed to be driven only on a resident’s own property. Not on the roads, neighbor’s yards or the SMECO powerlines. The other biggest issue is parking on the roads. Vehicles must be parked in your own driveway or approved parking pads, not in yards or on the roads. We only allow limited parking on roadways if you were to say have a party, but the vehicles cannot obstruct the flow of traffic nor block a neighbor’s ability to safely pull in or out of their driveway. Nor can you park on property that is not yours. In the event you need more parking for an event then your own property can hold you can rent the parking lot of the building for the day for our daily building rental fee of $50.

I look forward to things getting back to normal in the upcoming months and being able to move forward with our planned upgrades and activities. I am proud to live in White Sands and I hope you all are too.

**Treasurer’s Report**

Attached you will find the Balance Sheet and Income and Expense Statements for Fiscal Year (FY) 2021. Because of printing requirements, these figures are accurate as of June 24, 2021. The final yearend figures will be published in on the Website once the fiscal year is closed out.

White Sands Civic Association, Inc. has: 1183 Lots

With an annual billing totaling: $161,408.01

This year we have collected: $119,678.38 in assessments (FY21 and past due)

 $ 21,507.00 Restitution

Total collected in FY20: $141,185.35

Assessments still outstanding: $391,118.59

This is a number we will continue to work on improving through additional collection actions.

**White Sands Civic Association, INC**

**Balance Sheet**

**06/30/2021**

**Assets**

Accounts Receivable 399,379.28

Automated cash handling 61.15

Prepaid expenses (2669.27)

Bank Of America - Checking 3,289.98

CIT Bank- Checking 39,294.46

WesBanco- Savings 62,247.54

**Total Assets** **501,603.14**

**Liabilities**

 Prepaid Accounts Receivable 9,122.69

 Accounts Payable - Net Total 90.00

 **Total Liabilities** **9,212.69**

**Net Worth**

 Current Operation Funds 460,793.59

 Net Income 31,596.86

 Total Net Worth **492,390.45**

 Total Net Worth and Liabilities **501,603.14**

**White Sands Civic Association, INC.**

Revenues and Expenses Statement

From 07/01/2020 to 06/30/2021

**Revenues**

 300000.00 - Membership Assessments 161,508.00

 300400.00 - Interests received of bank account 31.45

 300600.00 - Violation Fees 4.70

 301002.00 - NSF Fees 35.00

 301003.00 - Center Rentals- Community Center 150.00

 **Total Revenue 161,729.15**

**Expenses**

 400180.00 - Insurance 1115.28

 400280.00 - Electricity - Street Lights and Building 10,077.53

 400320.00 - Grounds Maintenance 24,777.07

 400440.00 - Stationery, stamps and office supply 3501.62

 400520.00 - Telephone and Internet 2827.35

 401001.00 - Management Fees 21,000.00

 401003.00 - Security System - Building 388.00

 410005.00 - Accounting 2409.00

 410009.00 - Real Estate Taxes 999.58

 410010.00 - Mortgage 31,512.60

 410011.00 - Office Supplies 1,172.77

 410040.00 - Playground Equipment 12,550.00

 411014.00 - Website hosting/Development 300.00

 411016.00 - Building Maintenance 4766.40

 411019.00 - Electricity-Center 63.60

 411021.00 - Security Services 7,544.44

 411022.00 - Snow Removal 2485.00

 411030.00 - Bad Debt 1965.44

 411037.00 - Beautification 165.61

 411038.00 - Pest Control 436.00

 411039.00 - Miscellaneous 75.00

 **Total Expense 130,132.29**

 **Net Income 31,596.86**

**Architectural Control Committee**

**Chairman Becky Hilpipre read by President Deller**

**July 1, 2020 to June 21, 2021**

The Architectural Control Committee provides a valuable and beneficial service to the community by establishing guidelines that not only conform to the Calvert County building standards, but also ensure a visually pleasing environment to our neighbors.

**22 Applications this year, one of these for a fence is still pending. There was 1 shed, 1 garage, 3 fences, 1 addition and 8 tree removals all approved. There were also 3 requests for stair and porch repairs/replacement, 2 roofs, 1 solar panel installation and 1 paint and shutter replacement that were approved but did not require approval.**

**Covenants, Rules & Regulations Enforcement**

**July 1, 2020 to June 21, 2021**

Starting in July Blackstone Management took over all Covenants, Rules & Regulations Enforcement. They also have a phone application that you can download to report any violations that you see as well.

**102 total violations reported with 66 of them having complied. There are 36 still outstanding, those are either new, have a hearing scheduled or are in a fineable status.**

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| --- |
| **FY22 Annual Budget** |
| **Fiscal Year July 1, 2021 through June 30, 2022** |
| **Based on Assessments of $190** |
| **INCOME** |  |  |  |
|  | Membership Assessments |  | $161,882 |
|  | Prior Year Assessments |  | $25,000 |
|  | Impact Fees |  | $500 |
|  | Late Fees |  | $2,000 |
|  | Violation Fees |  | $500 |
|  | Restitution from Ms. Schiccatano |  | $22,800 |
| **TOTAL INCOME** |  |  | **$212,682** |
|  |  |  |  |
|  |  |  |  |
| **EXPENSES** |  |  |  |
| **General and Administrative** |  |  |
|  |  |  |  |
|  | Accounting |  | $7,000 |
|  | Legal Fees |  | $3,000 |
|  | Court Costs |  | $2,000 |
|  | Professional Dues/Publications |  | $250 |
|  | Insurance |  | $8,100 |
|  | Real Estate Taxes |  | $800 |
|  | Mortgage |  | $32,000 |
|  | Office Supplies |  | $500 |
|  | Printing |  | $100 |
|  | Postage |  | $200 |
|  | Merchant Fee (Credit Card Accept.) |  | $0 |
|  | Website hosting/Development |  | $300 |
|  | Equipment |  | $1,000 |
|  | Building Maintenance |  | $8,000 |
|  |  |  | **$63,250** |
| **Committees** |  |  |  |
|  | Beautification Committee |  | $500 |
|  | Youth Committee |  | $500 |
|  | National Night Out Committee |  | $0 |
|  |  |  | **$1,000** |
| **Utilities** |  |  |  |
|  | SMECO |  |  |
|  |  Street Lights and Electricity |  | $11,400 |
|  |  Office Electricity |  | $0 |
|  | Security System |  | $500 |
|  | Telephone/Internet |  | $3,500 |
|  |  |  | **$15,400** |
| **Contract Services** |  |  |  |
|  | Management Fees |  | $22,000 |
|  | Stationery, Stamps and Office Supplies | $4,500 |
|  | Security |  | $8,000 |
|  | Snow Removal |  | $3,000 |
|  | Grounds Maintenance |  | $24,502 |
|  | Dumpsters |  | $2,000 |
|  | Pest Control |  | $450 |
|  | Mosquito Control |  | $700 |
|  | Playground Equipment |  | $20,000 |
|  | Replace Path to Basement |  | $8,000 |
|  |  |  | **$93,152** |
| **Reserves Contributions** |  |  |
|  | Property Reserves |  | $20,000 |
|  | Roads Reserves |  | $19,880 |
|  |  |  | **$39,880** |
|  |  |  |  |
| **TOTAL EXPENSES** |  |  | **$212,682** |

**Beautification Committee**

(Chairman Position Vacant read by President Deller)

Thank you to Ms. Lee for maintaining beautiful flowers and plantings at the letter board by the front entrance.

Susan Ude and Ms. Lee have been keeping our community decorated during the holidays. They put up some wonderful Christmas decorations this year. They also have decorated our community with patriotic bunting for 4th of July, Veteran’s Day and Memorial Day. They always do an amazing job.

We are always looking for new volunteers and a resident interested in being the Chairperson on this committee.

**White Sands Youth Committee**

Chairman Susan Ude read by President Deller

Due to COVID restrictions there have been no youth activities this year.

**New Business**

**President Deller**

**Elections**

We currently have one director position up for re-election Meagan Kubisiak is running again for her position. If anyone would care to run we will take nominations from the floor.

* Nominations from the floor.
1. No nominations

* Collection of Ballots

**Ballots are turned in to be counted.**

**Establishment of a Quorum**

President Deller does a roll call and confirms that we do have a quorum. We have 53 votes total 41 by proxy and 12 attendees.

**2020 Annual Meeting Minutes**

President Deller asks if everyone has had the opportunity to review the minutes from the 2020 year’s annual meeting?

*Some discussion with management on who votes to approve the minutes; Curt Hilpipre asks when did White Sands Change the minutes for annual meeting this is to be voted on by member? Is this a membership meeting or board meeting? Reply- this is a membership meeting the membership votes on the minutes.*

A motion is made by Curt Hilpipre to accept the minutes as written this is seconded by Don Goforth. The motion is passed all in favor.

**Other Business**

This is the time for any resident in attendance to address issues with the Board of Directors. This period of time is open to all residents, not just members in good standing; however, the same meeting rules will apply.

1. Eric Stewart – provides information that he is having a retaining wall built and is letting us know that he will be parking on the street but will make sure he is not blocking the flow of traffic or neighboring lots.
2. Curt Hilpipre- why the insurance only showing $23?

**Ballot Results-**

**Budget Approval-** 5 for and **0** against

**Elections- Director Nominations**

**Meagan Kubisiak-** 5 for and **0** against

Meeting Adjourned