

Admiral Heights Improvement Association
Board of Directors
September 26, 2023 · Meeting Minutes
Via ZOOM

Board Attendees: Shivaugn Ahern, Jayme Brooks, Liz Uehlinger, Cindy Radulovich, Amy Skinner, Chris Sheesley, Elizabeth Janney, John Leupold, and Jim Masterson

Board Absences: Matt Allen

A quorum being present, Ms. Ahern called the meeting to order at 7:01 PM via ZOOM.

Approval of Minutes:

Upon motion duly made, seconded, and unanimously carried, the minutes of the September 7, 2023 board meeting, were approved.

Treasurer's Report:

Prior to the meeting, the Treasurer sent an updated report for board member review via email. The board discussed the need to add the purchase of the communication signs to the property maintenance budget. Upon motion duly made, seconded, and unanimously carried the treasurer's report was approved.

Committee Reports:

Executive Committee:

The 501c3 non-profit filing will be put on hold until 2024. Filing for non-profit status will require AHIA to re-write the association's bylaws. The executive committee is committed to forming a committee in 2024 for the purpose of filing.

Kayak Racks:

Ms. Uehlinger sent an email to kayak owners about the impending weather and recommended kayaks be well secured. The email was well received by renters.

Webmaster:

Ms. Brooks reports that we have 3 new paid members and a number of new email submissions via the Lightbox on Wix to be added manually to MailChimp. We have 2 new RSVPs for the Happy Hour. Mr. Sheeshley offers to help Ms. Brooks with the GoDaddy alias' in the new year if necessary.

Communications Committee:

The board makes a first pass at the new kayak rack signs to be placed at Dewey Dock. Mr. Sheesley seeks approval on art. The signs will be laminated and placed in the area to discourage unauthorized storage of kayaks. The board agrees that the language should be strengthened.

Ms. Robb has been tasked with creating events on Facebook for upcoming AHIA events to encourage attendance. The communications team is encouraged to touch base with Mr. Golden, Commodore of the Boat Club, to inquire if the Boat Club would like signage posted at Williams Drive/Heinemann Park Property. Ms. Ahern, Mr. Leupold, and Mr. Sheesley will work on adding the communication sign post purchase to the budget proposal to be presented at the AHIA Membership meeting in October. Mr. Leupold recommends that the purchase be placed as a capital line item expense.

Grounds Committee:

Prior to the board meeting, the Grounds Committee sent a revised quote from Undercuts to the board for review. One of the priority items is the Cedar Park Triangle that needs maintenance. The Treasurer, Ms. Skinner, and Dr. Masterson will work together to put together a plan for the budget slide deck for the membership meeting. Ms. Ahern adds that in the 2024 budget we will need more funds for maintenance. Ms. Skinner adds that Heinemann park's railing may need to be replaced or repaired sooner rather than later and the Windell sign may need some TLC/repainting. Ms. Skinner also reviewed the proposal to put a bench at Dewey Dock made from the left over tree trunk from recent tree work that was completed. It was noted that chairs might be a better use of the space, and Ms. Skinner awaits a quote for further information.

Social Committee:

The Social Committee will need to plan Fall Fest as well as the Navy Football tailgate. Ms. Ahern will take point on the Fall Fest with help from several board members. Fall Fest will include: pumpkin painting, corn hole, ladder ball, etc. Ms. Ahern makes note that fire pits will not be allowed for neighbor safety. Ms. Ahern has already been in touch with Tacos Friday food truck to see if they will make a return to Fall Fest. Ms. Brook is tasked with reaching out to Annapolis Ice Cream. Fall Fest is scheduled for Saturday, October 28 from 2:00-5:00pm.

The Navy Tailgate space was secured for the November 11 USNA home football game. Ms. Ahern is tasked with sending emails to form a volunteer committee. Mr. Sean O'Neill and Mr. Derek Lotfi had previously offered to chair the event. Mr. Sheesley has offered to take point on this event.

Neighborhood Safety:

AHIA received a phone call and email about a rock thrown through a neighbor's window on Schley Road. Corporal Smikle, our community officer, visited the neighbor to do a safety check.

Weems Creek Matters Committee:

No update at this time.

New Business

On the agenda this evening is the approval of a new board member, Mr. Stephen Holt. Mr. Holt will serve the remainder of this current term and the term will end in 2024 at the next election cycle. As noted in the AHIA bylaws, a mid-season vacancy obligates the board to fill this position

via a board vote. Upon motion duly made, seconded, and unanimously carried with no objects, Mr. Stephen Holt has been appointed to the AHIA Board of Directors.

There being no further business before the Board, the meeting adjourned at 7:48pm. The board will host the October Membership Meeting on October 17 at 7:00pm, at Akerson Tower North at the Navy-Marine Corps Stadium. The board will convene as needed via email before and after the membership meeting to accomplish listed goals. The next in-person meeting of the board has been proposed to be an end of the year wrap-up.

Respectfully submitted,

Jayne Brooks, AHIA Secretary