

TOCCA Board Meeting Minutes  
Saturday, March 11, 2023 at 10:00 A.M.  
TOC Marina Clubhouse

The Board met at 10:00 a.m. Present were Board Members Ian Jones, Jack Wuerker, Patrick McAuliffe, Richard Bogan and Vickey Testa. Ten community members also joined the session. Meeting adjourned at 11:24 a.m.

**Praise & Appreciation** – To Ed Wienefeld for accepting both the Reserve Study and Finance Committees Chairs. To those long time community members who are no longer with us. Ted Cutler, Bob Jones and Jack O’Keefe. Ted for his contributions to the Tilghman Little League over the years and volunteering at the Waterman’s Museum serving as a docent and president. Bob Jones for his great sense of humor, love of music and entertaining at various Tilghman functions, his service as TOCCA ARC chair and time spent rewriting the 2017 CCR and By-Laws. Jack O’Keefe for his detailed 10 year financial plan and the many years spent preparing our tax returns.

**New Business:**

**One TOCCA Board Member’s term expires May 13, 2023.**

Secretary Vickey Testa is eligible for reelection however, Members in good standing are encouraged to run for open posts. Please contact any Board Member if you are interested.

**Organize a Volunteer Cleanup Crew.**

In the wooded area behind the Island Club Preserve and Lots 50 – 54. There is a lot of debris in the area that should be cleared out. If anyone is interested in being on the cleanup crew please contact Melissa McAuliffe at [melissa.meyer15@gmail.com](mailto:melissa.meyer15@gmail.com)

**HOA Reserve Study Update.**

Ed Wienefeld contacted the Chesapeake Region Chapter Community Association Institute a is a non-profit organization which provides education, tools and resources to people who govern and manage homeowners associations, condominiums and other planned communities. They also provide a list of recommended third party reserve study providers who specialize in the Delmarva region. The cost to join is \$305 for up to 15 individuals which was approved by the Board.

**Review TOCCA Covenants and By-Laws.**

Ian Jones, Bud Cass and Vickey Testa looked over the proposed document submitted by our lawyer Vincent Dongarra. They will meet with Mr. Dongarra to review before presenting it to the Board for approval. The final step will be distribution to the TOCCA community for review and approval, it will be necessary to get a 2/3 vote of the 59 Lot owners within TOCCA in order to pass.

**Old Business:**

**Additional storage shed update** – Pending county permit.

**Tidal Wetlands Planning Grant Award Update** - A new grant solicitation was received from National Fish & Wildlife Foundation (NFWF) for grants under their Small Watershed Grant (SWG) and Watershed Investments for Landscape Defense Grants (WILD) programs.

Video conference was completed with NFWF staff on 2/28 to discuss their guidance on our potential pursuit of the SWG solicitation. Staff indicated that their negotiations with EPA on infrastructure funds have been delayed and their original schedule of making INSR grant awards public in March has been pushed back to May. With respect to Talbot/TOCCA pursuit of the SWG solicitation, staff said that while our Talbot/TOCCA INSR application was competitive, as a backup we should begin the SWG application process. Submission date is April 20.

Chesapeake & Coastal grant application is still in the review process. Award announcements will be made in the April/May timeframe. NFWF staff indicated that they would be open to a Federal/State partnership with Maryland DNR to fund the full Talbot/TOCCA program.

Public comment period for our Federal/State joint permit application is open until March 18. Comments in support of the project help our case and can be emailed to Megan Spindler - [megan.l.spindler@usace.army.mil](mailto:megan.l.spindler@usace.army.mil)

**Report from Operational Teams:**

**Clubhouse Operations** – No report at this time.

**Facilities Maintenance** – No report at this time.

**Grounds Committee**

**TOC Facilities LLC** - Aaron Cummings will be taking care of the eastern boundary of Avalon Island by filling in washed out areas behind the riprap and also placing some minor rock reinforcement further south where boulders have shifted in the winter storms.

**TOCCA Common Areas** - The Grounds Committee will be meeting to plan our spring planting schedule to further enhance our common area along Island Club Road.

**Marina & Causeway Operations** – Lane Engineering is working on getting the permits for the jetty.

**Pool Operations & Maintenance** – Coastline Pool Service will continue to perform maintenance as needed.

**TOCCA Finance Committee** – Committee Chair Ed Wienefeld is reviewing Jack O’Keefe’s ten year projection.

**Treasurer’s Report:**

**TOC Facilities LLC Financial** - We have received 61 assessments thus far; I will follow up with those that we have not received yet. \$15k received in Marina revenue to date. No significant expenses have been incurred yet this year as the bulk of our expenses come between May and September.

**TOCCA Community Financial** - 2023 Assessments were discussed and confirmed that the TOCCA assessment will be \$800 this year with no increases expected for the next several years unless there are unplanned expenses. TOCCA currently has \$50k available to contribute into a reserve fund once the reserve study is completed. It was mentioned that the budget reporting for TOCCA has been updated to account for contributions toward expenses that do not occur annually so that the budget maintains a relatively steady projection year over year.

**Architectural Review Committee**

Lot 71 house plans approved for building.

Lot 21 house painting approved.

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