



Board of Trustees
Video Conference Meeting
March 21, 2024 | 1:00 p.m. Eastern Time

MINUTES

TRUSTEES PRESENT

PRESIDENT—Jeevan J. D’Mello, CMCA, AMS, LSM, PCAM; IMMEDIATE PAST PRESIDENT— Vishnu Sharma, CPA, CFE; PRESIDENT-ELECT—Melissa Ramsey, CMCA, AMS, LSM, PCAM; Cameron D. Adams, CMCA, AMS, PCAM; Brian Butler, Esq., CMCA, AMS, PCAM; Melissa Hargrove, CMCA, AMS, LSM, PCAM; Michael Johnson, CMCA, AMS, PCAM; Jessica Knutsen, CIRMS; Matthew C. Kuisle, RS; Matt D. Ober, Esq.; Joyce Sachs; Mike Wolf; Kelly Zibell, AMS, PCAM

STAFF PRESENT

Dawn M. Bauman, CAE; Cori Canady; Jennifer M. Flynn, GSP; Dave Jennings, CAE; Phoebe Neseth, Esq.; Thomas M. Skiba, CAE; Bruce A. Townsend, CPA; Crystal L. Wallace, IOM, CAE

BOARD LIAISONS

Michelle Baldry, RS—Foundation for Community Association Research
Mike Traidman—Community Association Managers International Certification Board

GUESTS

Ed Allcock, Esq.; Brendan Bunn, Esq.

CALL TO ORDER

A quorum having been determined, President D’Mello called the meeting to order at 1:01 p.m. welcoming all.

STATUTORY CONSENT

A **motion** was made, seconded, and unanimously **passed** to approve the February 14, 2024, Board Meeting Minutes as presented. (Ober)

GOVERNANCE

Corporate Transparency Act

Ms. Bauman, Mr. Allcock and Mr. Bunn reported on details of the Corporate Transparency Act and the effect it could have on community associations. A team of attorneys is looking at filing a lawsuit in the matter. If CAI decides to be a part of this, there will be an expense for CAI. Discussion ensued.

A **motion** was made, seconded, and unanimously **passed** for CAI to move forward with filing a lawsuit regarding the Corporate Transparency Act, in concept, with the expectation that the matter will come back to the Board if there are financial implications. (Ober)

Chapter Relations Task Force Update

Ms. Ramsey reported on the status and activities of the Chapter Relations Task Force. There are a lot of opportunities to engage with chapters. In May, recommendations will be presented to the Board of Trustees for a task force of chapter executive directors and next steps.

President-Elect Selection Process

Ms. Flynn provided an overview of the process to select the 2025 president-elect. The self-nomination period will open in April, and the Board will elect the 2025 president-elect by paper ballot at its May meeting. If there is only one candidate, the Board will instead ratify that person's election during the meeting.

Nominating Committee Appointment Process

Ms. Flynn provided an overview of the process for the Board to appoint members to the Nominating Committee. She will send a follow-up email soliciting recommendations. The Board will select two volunteers to serve on the Committee during its May meeting.

Financial Report and Budget Schedule Key Dates

Messrs. Skiba and Townsend reported that staff have begun working on the FY2025 budget. A draft proposed budget will be provided to President D'Mello by the end of May and then to the rest of the Board in advance of the June Board meeting.

OWNERSHIP LINKAGE

2023 Annual Volunteer Awards Selection

Mr. Skiba and other CAI staff provided an overview of volunteers and chapter staff that were being recommended to receive an award at the 2023 CAI Annual Conference. Discussion ensued.

A **motion** was made, seconded, and unanimously **passed** to present the following awards at the 2024 CAI Annual Conference:

Chapter Executive Director Rising Star Award

Heather Brownson
Denise Kennedy

Chapter Executive Director of the Year Award

Tim Broms

Award of Excellence in Membership

Dr. Robert A. Rothwell

Recruiter of the Year

Michael D. Johnson

Award of Excellence in Chapter Leadership

Kelley Moon

Educator of the Year

Bruce R. Gran

(Ramsey)

Award of Excellence in Designations

Marco Rosado

Award of Excellence in Government and Public Affairs

Paul K. Mengert

Legislative Action Committee of the Year

Texas Legislative Action Committee

CAI Rising Star Award

Alexis Firehawk
Michelle Baldry

Outstanding Volunteer Service Award

David J. Graf

Distinguished Service Award

Mitchell H. Frumkin

Annual Conference Activities/Member Connections

Mr. Skiba encouraged trustees to take advantage of as many opportunities as possible at the CAI Annual Conference to interact with members and especially to seek out first-time attendees. Trustees will receive a schedule from staff of Conference activities they are required and encouraged to attend.

Reports from Membership Representation Groups

Ms. Knutsen, chair of the Business Partners Council, reported on current activities of the Council, including:

- Wendy Miller resigned from the Council.
- Partnering with managers for a Business Partners Forum on April 11.
- Preparing for Managers Annual Meeting.

Mr. Butler, chair-elect of the Community Association Managers Council, reported on current activities of the Council, including:

- Looking at education opportunities for the community association profession (e.g., community colleges)
- Discussing a potential proposal for a lifestyle course.

Mr. Wolf, chair of the Homeowner Leaders Council, reported on current activities of the Council, including:

- First 2024 Homeowner Leaders Forum was held in early March with 140 live attendees (180+ registered). Next Forum is scheduled for May 22.
- Reviewing public policies.
- Preparing for Homeowners Annual Meeting.

FCAR Liaison Report

Ms. Baldry reported on current activities of the Foundation for Community Association Research, including:

- 2024 Homeowner Satisfaction Survey is complete and results are being compiled.
- Planning multiple “snap” surveys.

CAMICB Liaison Report

Mr. Traidman reported on recent activities of the Community Association Managers International Certification Board, including:

- There has been a 23% increase in exams.
- New examination questions are being developed.

BACKGROUND REPORTS

Membership

Ms. Wallace reported that during February there were 1,503 new members for a total of 46,305 members.

Global Relations

Mr. Skiba reported on recent and upcoming activity outside the United States, including:

- Doha—Messrs. Skiba and D’Mello participated in a day-long conference with more than 100 managers.
- Saudi Arabia—Messrs. Skiba and D’Mello met with representatives from the Chamber of Commerce.
- Singapore—Messrs. Skiba and D’Mello spoke at a day-long conference for strata managers with 170 participants.
- Malaysia—Messrs. Skiba and D’Mello attended several meetings with industry professionals.
- Spain—Mr. Skiba and Ms. Bauman will be attending a managers conference in May.

- Australia—Mr. Skiba and Ms. Bauman will be attending the Strata Communities Australia conference in July.
- Dubai—Mr. Skiba will attend the PCAM Case Study being held in September.

BOARD MEETING EVALUATION

Ms. Flynn served as monitor for the meeting and briefly shared her observations with the group.

There being no further business, the meeting adjourned at 2:18 p.m.

Jennifer M. Flynn, GSP
Secretary