

Oyster Harbor

Agenda for OHCA Community Meeting

April 21, 2026

7:00 p.m.

Eastport Fire House - 914 Bay Ridge Ave, Annapolis, MD 21403

1. Call to Order
2. Moment of Silence
3. Approval of Agenda
4. Minutes
 - a. Previous Board Meeting (2/18/26)
 - b. Special Board Meeting (2/23/26)
 - c. Special Board Meeting (3/5/26)
 - d. Previous Board Meeting (3/18/26)
5. Treasurers' Reports
 - a. Special Tax Treasurer
 - b. Association Treasurer
6. Special election to fill vacant Board seat
7. President's Report / Updates
8. Committee Reports
10. New Business / Community Feedback
11. Adjournment – *Hard stop at 9:00 pm*

**OHCA Board of Directors
Minutes of Board Meeting, Wednesday February 18, 2026
Eastport Fire Station, 7:00 PM**

Board Members present:

- Victoria Barron, Board Chair (online)
- Trisha Thomas, Board Vice Chair
- Heather Madron, OHCA President
- Thomasina Coates, Board Member
- Barrett Hill, Board Member
- Nancy Plaxico, Board Member and Board Secretary
- Keith Smith, Board Member

OHCA Officers & Committee Chairs present:

- Carol Swan, Special Tax Treasurer
- Don Krause, Vice President & Community Property Committee Chair
- Joe Madron, Harbormaster

About twenty OHCA residents attended in person or online.

Call to Order and Moment of Silence

Since Chair Victoria Barron was participating online, Vice Chair Trisha Thomas presided at the meeting. She called the meeting to order at 7:03 pm and asked for a moment of silence.

Vice Chair Thomas noted that board meetings are for board members to discuss the business before the board and, per the OHCA Constitution, community members may sit in on board meetings without participating, unless the Board Chair invites them to participate.

Approval of Agenda

A draft agenda for the February 18 board meeting was sent to all board members prior to the meeting and no changes were requested.

Nancy Plaxico moved and Thomasina Coates seconded a motion to approve the draft agenda. UNANIMOUSLY APPROVED BY VOICE VOTE.

Approval of Minutes for January 21, 2026 Board Meeting

The draft minutes of the January 21 board meeting were sent to all board members prior to the meeting and no changes were requested.

Thomasina Coates moved and Heather Madron seconded a motion to approve the minutes of the January 21, 2026 OHCA Board Meeting. UNANIMOUSLY APPROVED BY VOICE VOTE.

Financial Reports for January and FY2026 Year-to-Date

Special Community Benefit District (SCBD) Accounts: Special Tax Treasurer Carol Swan reported that the account balances on 1/31/26 were as follow:

Truist Accounts

Checking – \$55,257.19

Money Market – \$218,131.53

Total Truist – \$273,388.72

Grand Total OHCA SCBD Funds: \$1,105,125.29

Piers & Harbors (P&H) Account: The following was reported for the P&H checking account in January:

- Opening Balance on 1/1/26 – \$15,497.76
- Checks – Two were written to ProCom totaling \$30.56 for ProCom management fee and postage expense
- Ending Balance on 1/31/26 – \$15,467.20

The two CDs in the P&H account are:

- \$30,000 CD (currently valued at \$31,001.25) which matures on 3/26/26
- \$45,000 CD (currently valued at \$46,486.96) which matures on 7/26/26

Special Election for Open Board Seat at February 24 Community Meeting

Vice Chair Thomas announced that right before the board meeting, the board received an email from Robin Gilliam resigning her position on the board. Her email said that “Due to personal reasons and family medical concerns, I am no longer able to serve on the Board.”

Nancy Plaxico moved and Heather Madron seconded a motion that the board expresses its deepest appreciation to Robin Gilliam for her tremendous service to the community. UNANIMOUSLY APPROVED BY VOICE VOTE.

Nancy Plaxico outlined the arrangements that have been made for the February 24 Special Election:

- Benny McCottry has agreed to serve as Pro-tem Chairman for the election.
- Carla Gibbons from ProCom has agreed to be present at the election and be in charge of the sign-in table and vote counting.
- Handouts at the meeting will include the information submitted by the candidates (bios and questionnaire responses).

Vice Chair Thomas noted that since there are now two open board positions, both positions could be filled at the February 24 Special Election. The candidates who have submitted applications (bio and questionnaire responses) for a board position are Joe Madron and Kathy Burk.

Nancy Plaxico moved and Trisha Thomas seconded a motion that there be no nominations from the floor for this mid-term election since the deadline for applications has passed and was announced long in advance. APPROVED BY VOICE VOTE, with Nancy Plaxico, Trisha Thomas, Thomasina Coates and Heather Madron voting in favor and Keith Smith, Barrett Hill and Victoria Barron voting against the motion.

President's Report

Roads & Drainage Committee – President Madron reported that a kickoff meeting was held with Biohabitats on the stormwater management work they are doing for OHCA, and Biohabitats is proceeding with the survey and development of recommendations on the three “hot spot” areas of the community.

On a Snow Removal Policy, the Roads & Drainage Committee recommends that OHCA adopt the County's policy, namely that OHCA is responsible for snow removal on community roads (all roads in the community except for Arundel on the Bay Road, which is a County road) and property owners are responsible for snow removal on their property. Roads & Drainage Committee Chair Mike Wierzbicki and President Madron will draft and circulate the OHCA Snow Removal Policy.

Keith Smith reported that he is working with Carla Gibbons at ProCom to get new road signs that meet County requirements.

Community Property Committee – Community Property Committee Chair Don Krause reported that he has gotten a bid for trimming 15 trees and is working on getting more bids for that. He has also gotten two bids (for \$1300 and \$1500) to replace the damaged section of the fence at Fishing Creek Park, and has gotten two bids (for \$3500 and \$7500) to repair the shed at Harbor Lot. He plans to get a third bid to repair the Harbor Lot shed, and will get revised bids from the first two bidders. The board agreed that if the cost is under \$2500 to repair the Harbor Lot shed, the Community Property Committee Chair can decide which bid to choose.

Beach Committee – Beach Committee Chair Dan Craig reported that we received a revised bid of \$45,225 from Chamberlain to raise the height of the beach wall by 16 inches, using all new bricks for the top three rows as OHCA requested (Chamberlain's \$45,225 bid proposes to tear down the current wall and build a new one that is 16 inches higher than the current wall). Dan Craig proposed going back to Carroll Brothers and their bid of \$16,200 to raise the height of the wall by 8 inches, using all new bricks for the top two rows and all new capstones. (The third bid was from GMC for \$31,860 to tear down the current wall and build a new one that is 16 inches higher.)

Nancy Plaxico moved and Heather Madron seconded a motion to approve the Carroll Brothers bid to raise the height of the beach wall by 8 inches at a cost of \$16,200 if Carroll Brothers commits to doing the work by the end of March. UNANIMOUSLY APPROVED BY VOICE VOTE.

Dan Craig noted that the ramp at the entrance to the beach now has metal jutting out, probably caused by the snow plowing. Carla Gibbons from ProCom will get a handyman to give a bid on building a new and better ramp for the beach entrance.

Dan Craig reported that the tenant at 3305 Shore Dr. lets his dog run loose and defecate on the beach, in violation of OHCA's policy that no dogs are allowed on the beach.

Nancy Plaxico moved and Heather Madron seconded a motion for ProCom, on behalf of the board, to send a letter to the renter and property owner at 3305 Shore Dr. to notify them of the violation of OHCA policy regarding no dogs on the beach. UNANIMOUSLY APPROVED BY VOICE VOTE.

President Madron and Dan Craig met with a contractor today to look at the bulkhead and large sinkhole on the south side, west end of the bulkhead, which has been caused by high waves from storms. President Madron has asked ProCom to get three bids to fill the sinkhole, and to get bids to raise the height of the bulkhead.

Dan Craig repeated his plea to remove the ladder on the south side, west end of the bulkhead, and stated that history has shown that the ladder is not a safety measure but a hazard. Keith Smith asked if we could replace the ladder with some other safety mechanism. Kathy Burk asked if there is a government requirement to have a ladder there, and Joe Madron said he would research that in conjunction with ProCom.

Security Committee – In follow-up to the committee's meeting with the Fire Marshall about OHCA drafting sites, Vice President Don Krause has gotten a price of \$6000 each for doing the necessary work at each of the drafting sites. He also met with Fire Station 8 (the nearest one to Oyster Harbor), and will talk with a soil engineer to see if the gravel road at Fishing Creek Park leading to the pier can be made to hold the weight of a fire truck. Jody Tracey is getting a consultant to make recommendations on how to address the draft site issues identified by the Fire Marshall. Nancy Plaxico stated that this fire safety issue should be a top priority for OHCA and other board members agreed.

Audit Committee – Thomasina Coates reported that the Audit Committee is still working on the audit of Piers & Harbors books and records.

Social Committee – President Madron asked for volunteers for the committee.

Benevolence & New Neighbor Committee – In addition to the Chair Trisha Thomas, there are three volunteers on the committee: Mary Bellow, Patricia William and Lee Downing. The committee held its first meeting and is planning a welcome letter for new residents as well as other initiatives.

Harbormaster

Fishing Creek Pier Rebuild: Harbormaster Joe Madron reported that he met with a fourth contractor about the Fishing Creek Pier rebuild and has gotten three quotes for that so far, as well as a quote from an electrician for the electrical work that will be needed. One of the contractors said that it will take 30 to 60 days to get the needed permits. Joe is trying to get the rebuild done as soon as possible.

A question was asked about whether the Fishing Creek Pier rebuild can be paid with SCBD funds, and Kathy Burk said that there is a County opinion about that (regarding the Washington Dr pier) on the OHCA Google Drive.

Getting Water to the Piers: Joe Madron reported that he is trying to get water to the piers for washing boats, etc., and is waiting for the last of three quotes for that. The water will be delivered (it will not be potable), and a small shed will be needed for the pump at Booker Pier.

Kayak Rack Cleanup: Joe reported that 51 people are now on the list he has compiled of the owners of small craft stored on the kayak racks. He has reached out to all of them regarding getting the required OHCA sticker in order to continue using the kayak racks.

Slip Wait List: Joe has built a list going through past requests for slips in the Harbormaster email. He has reached out to the 27 people on that list to ask if they still want a slip and about 11 responded that they do. For all those wanting slips, we will verify that they are a property owner in Oyster Harbor or get proof of a rental agreement in Oyster Harbor.

Slip Leases: Joe is now trying to figure out who would like to keep their slip.

Floating Docks: ProCom has agreed to take over management of the floating docks. One slip has a community-owned floating dock and Joe would like to move that to another location and get more revenue for the community by leasing the slip where the floating dock is now. He will inquire if a permit is needed to move the floating dock.

Slip Fees: Joe thinks they should be raised next year. Kathy Burk noted that there was a lot of pushback the last time OHCA tried to raise slip fees, so there should be a lot of communication when that is done.

Permits at Fishing Creek Pier: Barrett Hill noted that he does not think anything at Fishing Creek Pier has ever been permitted.

Piers & Harbors – Barrett Hill reported that a permit for dredging the channel has been filed but not yet accepted since they have requested a filing from a project engineer. Barrett has now found someone who will do that for \$3000. Thomasina Coates asked what specifically the project engineer will be doing, and Barrett responded that he will create a dredging plan for the 432 yards of sand that will be placed on the beach from the dredging. Thomasina asked to get in writing a substantive description of what the project engineer will be doing and the specifications and deliverables for that.

Barrett Hill moved and Keith Smith seconded a motion that, subject to submission of a formal proposal from Atwell, the board approves Atwell doing a sediment and erosion control plan for the beach grading permit for the channel dredging at a cost not to exceed \$4000. APPROVED BY VOICE VOTE by a vote of 4 to 3, with Barrett Hill, Keith Smith, Victoria Barron and Trisha Thomas voting in favor and Thomasina Coates, Nancy Plaxico and Heather Madron voting against the motion since they wanted to get a written proposal first.

Barrett Hill asked if the Piers & Harbors Chair is still responsible for the slip leases and waitlist. Thomasina Coates said that the board should discuss that in an executive session at a later time.

Keith asked that Barrett Hill, Joe Madron and President Madron meet to discuss that and said he would organize that meeting.

Adjournment

A motion was made, seconded and approved that the meeting be adjourned, and the meeting was adjourned at 9:07 p.m.

Minutes drafted by Board Secretary Nancy Plaxico and approved by OHCA Board at 3/18/26 board meeting.

OHCA Board of Directors
Minutes of Special Board Meeting Thursday, February 23, 2026
Zoom meeting, 6:00 PM

Board Members present:

- Victoria Barron, Chair
- Heather Madron, President
- Thomasina Coates, Board Member
- Barrett Hill, Board Member
- Arlene Jackson, Board Member
- Nancy Plaxico, Board Member and Board Secretary
- Keith Smith, Board Member
- Trisha Thomas, Board Member and Vice Chair

Board Attorney present:

- Kurt Karsten

About ten OHCA residents attended online.

Call to Order

Chair Victoria Barron called the meeting to order at 6:00 pm. She stated that the agenda for the Special Board Meeting was circulated beforehand and there is one item to be considered:

- Filling open board positions

The two open board positions are for a term ending in September 2026 (Haley Jurkowski's former position) and for a term ending in September 2028 (Robin Gilliam's former position).

February 24 Special Election to Fill Open Board Position

Board Attorney Kurt Karsten noted that the OHCA board controls processes and policies to the extent that the OHCA Constitution does not address those, and there is nothing in the OHCA Constitution about filling mid-term board vacancies. The board is totally responsible for setting the framework for filling a mid-term board vacancy.

He also noted that since a second board position has now become vacant with the resignation last week of Robin Gilliam, it would be fine to allow for floor nominations for that position at the February 24 Special Election and proceed with an election for that position as well as the open board position created by the resignation of Haley Jurkowski in November. He said that it would also be fine for the board to reverse a decision it previously made. Specifically, President Heather Madron asked if the board can reverse the decision it previously made about serving as the Nominating Committee for the Haley Jurkowski board vacancy. Board Attorney Kurt Karsten responded that the board can reverse that decision since the OHCA Constitution's requirement of a Nominating Committee is for OHCA annual elections only.

To confirm, Keith Smith asked if the Board Attorney was saying that since the OHCA Constitution is silent on filling mid-term board vacancies, the board has wide latitude in filling such vacancies. The

Board Attorney responded that is the case, and the board controls how the process of filling mid-term board vacancies unfolds, including the nominating process. Barrett Hill asked if the board can reverse the motion it made at the January board meeting that there would not be floor nominations at the February 24 special election, and the Board Attorney responded that the board can reverse that prior motion and allow floor nominations at the February 24 special election.

Thomasina Coates asked if the board also has latitude on whether to have a Nominating Committee for a mid-term election, and the Board Attorney said that the board does have that latitude. He said that we can have a Nominating Committee or not for the February 24 Special Election, although the board would need to reverse its vote at the January board meeting if there is not a Nominating Committee. If there is a Nominating Committee, it could endorse one, both or neither of the candidates for the February 24 election. The Board Attorney said that he does not have concerns about notice to the community since the February 24 Special Election has been advertised to the community for some time. For the future, the Board Attorney advised that board come up with a regular procedure for mid-term elections.

Nancy Plaxico moved and Victoria Barron seconded a motion that the board reverses its prior motion to not have floor nominations at the 2/24/26 Special Election for the open board position with a term ending in September 2026 and approves having floor nominations at the 2/24/26 Special Election, and the board sends forward Joe Madron and Kathy Burk as candidates for the open board position. APPROVED BY VOICE VOTE with five ayes, with Nancy Plaxico, Victoria Barron, Thomasina Coates, Trisha Thomas and Arlene Jackson voting in favor and Barrett Hill voting nay, Keith Smith abstaining because he did not interview the two candidates, and Heather Madron recusing herself since she is married to a candidate.

The Board Attorney noted that there is nothing in the OHCA Constitution precluding a husband and wife serving on the board together.

Peter Vail asked is there is a preclusion to Joe Madron running for the board since he is not on the property deed and only Heather Madron is on the deed. The Board Attorney responded that the spouse of a property owner is a community member per the OHCA Constitution so Joe Madron does not have to be on the deed to run for the board.

Special Election to Fill Open Board Position with Term Ending in September 2028

The board then discussed the open board position created by the recent resignation of Robin Gilliam. Barrett Hill recommended that we announce at the February 24 Special Election that Robin Gilliam has resigned and we are taking applications for candidates for that position, giving candidates at least two weeks to submit their information and allowing at least 30 days from when the candidates are announced to the community to the special election to fill the seat. The board agreed that April 21 would be a good date for the Special Election since the firehouse meeting room is available then and that date meets the above requirements.

Keith Smith recommended that at the March 18 board meeting the board work on a policy for mid-term elections.

Barrett Hill moved and Nancy Plaxico seconded a motion that the Special Election for the open board position with a term ending in September 2027 be at a special community meeting on April 21, and that at the March 18 board meeting the board discuss and vote on a policy for mid-term elections in the future. UNANIMOUSLY APPROVED BY VOICE VOTE.

Adjournment

The meeting was adjourned at 7:02 p.m.

Minutes drafted by Board Secretary Nancy Plaxico and approved by OHCA Board at 3/18/26 board meeting.

OHCA Board of Directors
Minutes of Special Board Meeting Thursday, March 5, 2026
Zoom meeting, 7:00 PM

Board Members present:

- Victoria Barron, Chair
- Heather Madron, President
- Thomasina Coates, Board Member
- Arlene Jackson, Board Member
- Nancy Plaxico, Board Member and Board Secretary
- Joe Madron, Board Member
- Keith Smith, Board Member

OHCA Officers present:

- Don Krause, Vice President
- Carol Swan, Special Tax Treasurer
- Stephanie Orr, Association Treasurer

About twenty OHCA residents attended online.

Call to Order

Chair Victoria Barron called the meeting to order at 7:05 pm. She stated that the agenda for the Special Board Meeting was circulated beforehand and there are three items to be considered:

- Fishing Creek Pier rebuild
- Special election to fill open board position (Robin Gilliam's position)
- New OHCA insurance policy

Fishing Creek Pier Rebuild

Harbormaster Joe Madron presented a spreadsheet he prepared comparing the three bids we have received for rebuilding Fishing Creek Pier. He recommended the bid from FTL, and said that FTL did the fullest evaluation of the pier of all the bidders and comes highly recommended.

Joe Madron, Erik Schubert, Mike Wierzbicki and others commented on the deterioration of the back half of the pier, which is the portion that will be replaced in the rebuild. The pylons in that section are rotting and some are broken, they weren't the right size when they were put there, they are not spaced correctly, and the support structure for that part of the pier is not the right size lumber. As a result, that part of the pier is sagging and moves a lot during storms.

Don Krause noted that we should get copies of the license and insurance for FTL, and we should make sure that their bid includes the proper specifications.

Nancy Plaxico moved and Heather Madron seconded a motion to approve the FTL bid to rebuild Fishing Creek Pier, subject to the bid including specifications that meet OHCA and County requirements. UNANIMOUSLY APPROVED BY VOICE VOTE.

Joe Madron brought up the need to fix/reset some of the support poles for floating docks. Don Krause suggested that we ask FTL to do that, and Joe Madron said he will pursue that with FTL.

Special Election to Fill Open Board Seat

The board discussed the upcoming special election to fill the open board position (the vacancy created when Robin Gilliam resigned in February).

Nancy Plaxico moved and Joe Madron seconded a motion that the deadline for candidates to submit applications (bio and questionnaire response) for the open board position will be March 31, and the election will be held at a special community meeting on April 21. UNANIMOUSLY APPROVED BY VOICE VOTE

Nancy Plaxico moved and Keith Smith seconded a motion that for the mid-term election on April 21, there will be no Nominating Committee; and at the April 21 election there can be nominations from the floor and each candidate can speak for up to three minutes before ballots are cast. UNANIMOUSLY APPROVED BY VOICE VOTE.

Pamela Gratton spoke in favor of requiring that for a floor nomination, the person must be present and agree to serve if elected, or otherwise have agreed beforehand to serve if elected. Nancy Plaxico and others supported that requirement, and noted that has been the precedent in OHCA elections for decades. Chair Victoria Barron said that the board will discuss the matter further at the March 18 board meeting.

New OHCA Insurance Policy

Chair Victoria Barron reported on the quote from Great American Insurance Company for a new insurance policy to replace the CNA policy that will expire on 3/31/26.

Nancy Plaxico moved and Arlene Jackson seconded a motion to approve the Great American Insurance Company quote of \$1996 (for 12 months) for an OHCA insurance policy to take effect when the current policy expires on 3/31/26. UNANIMOUSLY APPROVED BY VOICE VOTE.

Chair Victoria Barron will instruct ProCom to contact the OHCA insurance broker and get the coverage bound.

Adjournment

Keith Smith moved and Thomasina Coates seconded a motion to adjourn the meeting. UNANIMOUSLY APPROVED BY VOICE VOTE.

The meeting was adjourned at 8:16 p.m.

Minutes drafted by Board Secretary Nancy Plaxico and approved by OHCA Board at 3/18/26 board meeting.

**OHCA Board of Directors
Minutes of Board Meeting, Wednesday March 18, 2026
Eastport Fire Station, 7:00 PM**

Board Members present:

- Victoria Barron, Board Chair (online)
- Trisha Thomas, Board Vice Chair
- Heather Madron, OHCA President
- Barrett Hill, Board Member (online)
- Arlene Jackson, Board Member (online)
- Joe Madron, Board Member
- Nancy Plaxico, Board Member and Board Secretary
- Keith Smith, Board Member

OHCA Officers & Committee Chairs present:

- Don Krause, Vice President & Community Property Committee Chair
- Stephanie Orr, Association Treasurer
- Mike Wierzbicki, Roads & Drainage Chair

About twenty OHCA residents attended in person or online.

Call to Order and Moment of Silence

Since Chair Victoria Barron was participating online, Vice Chair Trisha Thomas presided at the meeting. She called the meeting to order at 7:02 pm and asked for a moment of silence.

Vice Chair Thomas noted that board meetings are for board members to discuss the business before the board and, per the OHCA Constitution, community members may sit in on board meetings without participating, unless the Board Chair invites them to participate.

Approval of Agenda

A draft agenda for the March 18 board meeting was sent to all board members prior to the meeting and no changes were requested.

Joe Madron moved and Keith Smith seconded a motion to approve the draft agenda. APPROVED BY VOICE VOTE, with all board members voting in favor except for Barrett Hill who voted against the motion.

Barrett Hill said that he objected to there being separate sections in the agenda for the Piers & Harbors and Harbormaster reports.

Approval of Minutes for February 18 Board Meeting and February 23 and March 5 Special Board Meetings

The draft minutes of the February 18 board meeting, February 23 Special Board Meeting, and March 5 Special Board Meeting were sent to all board members prior to the meeting and no changes were requested.

Joe Madron moved and Heather Madron seconded a motion to approve the minutes of the February 18, 2026 OHCA Board Meeting. UNANIMOUSLY APPROVED BY VOICE VOTE.

Joe Madron moved and Keith Smith seconded a motion to approve the minutes of the February 23, 2026 OHCA Special Board Meeting. UNANIMOUSLY APPROVED BY VOICE VOTE.

Joe Madron moved and Nancy Plaxico seconded a motion to approve the minutes of the March 5, 2026 OHCA Special Board Meeting. UNANIMOUSLY APPROVED BY VOICE VOTE.

Financial Reports for February and FY2026 Year-to-Date

Special Community Benefit District (SCBD) Accounts: Account balances on 2/28/26 were as follows:

Truist Accounts

Checking – \$34,072.80

Money Market – \$218,268.79

Total Truist – \$252,341.59

Morgan Stanley CDs Total - \$833,442.89

Grand Total OHCA SCBD Funds: \$1,085,784.48

Barrett Hill asked about payment to Crew Cuts for an invoice for \$1700 for the placement of sod at 3329 Shore Drive. President Madron replied that we are still awaiting the information OHCA requested from Crew Cuts regarding the new pipe they were supposed to put in to fix the Booker Pier sinkhole and for which OHCA has paid them \$3500. Barrett Hill stated that Crew Cuts dug to uncover the deteriorated old galvanized pipe at Booker Pier but a new pipe has not been put in. Chair Victoria Barron asked that Barrett Hill write up the work that Crew Cuts has performed at Booker Pier and send that to the board.

Piers & Harbors (P&H) Account: Association Treasurer Stephanie Orr reported the following for the P&H checking account in February:

- Opening Balance on 2/1/26 – \$15,467.20
- Checks – Three were written totaling \$59.82, including for ProCom management fee and expenses
- Ending Balance on 2/28/26 – \$15,407.38

The two CDs in the P&H account are:

- \$30,000 CD (currently valued at \$31,102.17) which matures on 3/26/26
- \$45,000 CD (currently valued at \$46,630.67) which matures on 7/26/26

Since a CD will mature on 3/26/26, Stephanie reached out to the branch manager who quoted a rate of 3.45% for a 4 month CD and a rate of 3.25% for an 8 month CD.

Trisha Thomas moved and Heather Madron seconded a motion to approve reinvesting the funds from the CD that will mature on 3/26/26 in a 4 month CD at a rate of 3.45%. UNANIMOUSLY APPROVED BY VOICE VOTE.

Special Election for Open Board Seat at April 21 Community Meeting

The board discussed the upcoming special election to fill the open board position and the need to establish procedures for mid-term elections.

Nancy Plaxico moved and Trisha Thomas seconded a motion that there be nominations from the floor at the April 21 special election, and that any candidate nominated from the floor needs to be present or have agreed beforehand to serve if elected. APPROVED BY VOICE VOTE, with all board members voting in favor except for Barrett Hill and Arlene Jackson who voted against the motion.

Each candidate will be able to speak for up to three minutes on why they should be elected to the board and what their priorities are for the community. It was agreed that the board will see how the April 21 election goes and then decide what the process for mid-term elections going forward should be.

President's Report

Harbormaster

Fishing Creek Pier Rebuild: Harbormaster Joe Madron requested that since FTL, the contractor the board chose at the March 5 Special Board Meeting to rebuild Fishing Creek Pier, has fulfilled our requests and added everything we asked for in their bid, their bid be finally approved. President Madron said that she filed a Freedom of Information Act request for any permits OHCA previously obtained for Fishing Creek Pier and there are none from 1998 (when County records start) to the present. Joe Madron noted that FTL will submit the permit request to the County for rebuilding the pier. Joe is planning to have the slip lease holders vote on whether the rebuilding should start this spring or after boating season.

Harbormaster Madron reported that ProCom will take over managing the leases for the floating docks. He asked Barrett Hill for the floating dock lease and payment information for at least the past year, and pointed out that we cannot move forward with the floating dock leases for this year until we have that information. Barrett Hill said he wanted to table that request and discuss it in an executive session. Joe asked Barrett to contact him offline to discuss specific leases.

Harbormaster Madron proposed that if there is an open floating dock slip, someone with a boat slip can lease that floating dock space if no community member without a boat slip wants a floating dock slip. After discussion, it was agreed that Joe will develop wording for a new rule on floating dock slips, work with Barrett on the wording, and send the proposed new rule to the board.

Joe Madron moved and Trisha Thomas seconded a motion that the board can vote by email on the proposed new floating dock rule since leasing of the floating docks is time-sensitive. APPROVED BY VOICE VOTE, with all board members voting in favor except for Barrett Hill who voted against the motion.

Joe reported community member Colin Kirby was given permission by Barrett Hill in May 2025 to park his boat in a slip at Booker Pier, but has not signed a lease or paid any slip fee for that. President Madron said that Colin Kirby has offered to pay the slip fee for last year. Barrett Hill said that he gave

permission for Colin Kirby to park his boat in that slip right before Memorial Day weekend, the busiest time for Barrett's marine business, and he forgot to ask ProCom to send Colin Kirby a slip lease. Joe said that key questions are whether Colin Kirby should be charged for using the slip last year and whether he should be allowed to lease the slip for this year. The consensus of the board was that Harbormaster Madron should make those decisions.

Barrett Hill noted that Colin Kirby is a renter, not a property owner in Oyster Harbor, and Barrett thinks renters should be charged more than property owners to lease slips.

Barrett Hill moved that OHCA charge renters \$3 per foot and property owners \$2 per foot to lease a boat slip. There was no second to the motion.

Harbormaster Madron asked that there be no changes to boat slip fees until 2027, and there was general agreement not to change slip fees until then.

Harbormaster Madron also asked about the slip that Anthony Fox leases on Fishing Creek Pier. Anthony Fox has a personal floating dock tied up in his boat slip, and has not had a boat in the slip for at least two years. Joe has asked Anthony multiple times to remove his floating dock from the slip because having a floating dock there is against OHCA rules and regulations, and the floating dock has caused damage to the pier and risks damaging nearby boats when it breaks free, which has happened many times. Joe has also asked Anthony if he has a permit for the floating dock in that slip, but Anthony has refused to communicate with Joe and will communicate only with Barrett Hill.

Barrett Hill asked if Anthony could keep the floating dock at Fishing Creek Pier if he gets a permit for the floating dock and puts in poles to anchor it. Joe Madron asked Barrett why Anthony Fox's floating dock has not been addressed previously since Barrett was asked many times by boat owners to have the floating dock removed since it is a danger to other boats.

Harbormaster Madron said that the floating dock is OHCA property since it has been tied up to the OHCA pier for more than two years, and as OHCA property, OHCA can do with the floating dock what it decides. He also noted that the OHCA board attorney, in an email to the board on 12/10/25, advised that Anthony Fox's floating dock be removed from Fishing Creek Pier.

Nancy Plaxico moved and Heather Madron seconded a motion for ProCom to send a demand letter to Anthony Fox telling him to remove his floating dock from Fishing Creek Pier by May or OHCA will have it removed at his expense, per OHCA rules and regulations and the advice of counsel. APPROVED BY VOICE VOTE, with all board members voting in favor except for Barrett Hill and Victoria Barron who voted against the motion.

Roads & Drainage Committee

Roads & Drainage Committee Chair Mike Wierzbicki handed out the three bids he has received for repaving the community roads on the south side of Oyster Harbor. He recommended that the roads on the south side be repaved this year, using Chamberlain as the contractor. He noted that Chamberlain has done great work for OHCA in the past and ProCom recommends Chamberlain.

Barrett Hill said that the OHCA Reserve Study lists the repaving of community roads to occur in 2030. Barrett Hill also said that S Cooper Paving was referenced in OHCA's civil suit against Eric Epstein and Anthony Fox, and two of the bids for repaving the roads are from companies with former S Cooper Paving personnel. Jeanie Greenwell commented that the reference to S Cooper Paving in the civil suit had nothing to do with the quality of work of S Cooper Paving.

Keith Smith noted that the Biohabitats study will probably result in some costly stormwater management projects, and questioned whether we want to wait until the Biohabitats study comes out to prioritize paving and other major projects. Mike Wierzbicki said that Biohabitats said the repaving would not adversely impact what they are planning, and they are agnostic about the repaving.

Barrett Hill moved and Victoria Barron seconded a motion to adjourn. The motion failed with Barrett and Victoria voting in favor and all other board members voting against the motion.

Beach Committee

Beach Committee Chair Dan Craig was out of town for the board meeting but sent a lengthy Beach Report to the board before the meeting. That report covered:

- Implementing recommendations of the County Fire Marshall to address possible fire hazards on the beach
- Getting four "No Dogs on Beach" signs for the beach
- Repairing electrical fixtures in a gazebo and elsewhere on the beach
- Getting a new metal ramp for the beach gate to replace the existing damaged ramp
- Determining login credentials for new beach wifi and disseminating them to the community
- Renewing OHCA's participation in the County and Anne Arundel Community College water quality sampling programs during the summer to test water at the Oyster Harbor beach
- Rebuilding the beach wall along Shore Drive
- Repairing the jellyfish net around the swimming area
- Putting up a new beach bulletin board
- Taking beach reservations for the summer
- Beach Committee recommendations for Security Patrol hours and locations during the summer

The board discussed items on the Beach Report and approved the following motion.

Nancy Plaxico moved and Trisha Thomas seconded a motion to approve the proposed projects in the Beach Report, as long as the cost of each of the projects complies with the OHCA procurement policy (costs less than \$2500). The proposed projects are fire safety measures, no dogs on beach signs, electrical repairs at the beach, beach wifi login credentials, and water quality testing. APPROVED BY VOICE VOTE with all board members voting in favor except for Barrett Hill (who had not read the Beach Report that Dan Craig emailed to the board) and Victoria Barron who voted against the motion.

Adjournment

A motion was made, seconded and approved that the meeting be adjourned, and the meeting was adjourned at 9:25 p.m.

Minutes drafted by Board Secretary Nancy Plaxico and approved by OHCA Board at 4/15/26 board meeting.



Financial Report Package

March 2026

Prepared for

Oyster Harbor Citizens Association, Inc.

By

Professional Community Management, Inc.

Assets

CASH - OPERATING

10-1020-00	Truist Operating Checking - 4430	\$38,944.00
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10-1030-00	Truist Operating Money Market - 7029	178,396.58
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Total CASH - OPERATING:	\$217,340.58
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CASH - RESERVES

12-1250-00	Morgan Stanley Investments	834,341.51
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Total CASH - RESERVES:	\$834,341.51
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ACCOUNTS RECEIVABLE

14-1420-00	Cash held by AACO	5,412.16
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14-1430-00	BGE Deposit	100.00
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Total ACCOUNTS RECEIVABLE:	\$5,512.16
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Total Assets:	\$1,057,194.25
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Liabilities & Equity

RESERVE EQUITY

30-3020-00	Reserves - Capital Elements	482,691.08
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Total RESERVE EQUITY:	\$482,691.08
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OPERATING EQUITY

35-3510-00	Undesignated Equity	128,733.09
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35-3520-00	Prior Year Net Income	374,599.73
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Total OPERATING EQUITY:	\$503,332.82
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	71,170.35	
Net Income Gain / Loss		\$71,170.35

Total Liabilities & Equity:	\$1,057,194.25
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Income Statement - Operating

Oyster Harbor Citizens Association, Inc.

From 03/01/2026 to 03/31/2026

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
OPERATING INCOME							
4010-00 SCBD Income	\$ -	\$ -	\$ -	\$259,388.00	\$444,960.00	(\$185,572.00)	\$ 444,960.00
4710-00 Interest Income - Operating	127.79	-	127.79	856.15	-	856.15	-
4720-00 Interest & Valuation Income - Reserves	898.62	-	898.62	23,317.13	-	23,317.13	-
Total OPERATING INCOME	\$ 1,026.41	\$ -	\$ 1,026.41	\$283,561.28	\$444,960.00	(\$161,398.72)	\$ 444,960.00
Total OPERATING INCOME	\$ 1,026.41	\$ -	\$ 1,026.41	\$283,561.28	\$444,960.00	(\$161,398.72)	\$ 444,960.00
OPERATING EXPENSE							
GENERAL & ADMINISTRATIVE							
5010-00 Management Fees	1,576.00	1,583.33	7.33	14,094.00	14,249.97	155.97	19,000.00
5030-00 Tax Prep & Audit Fees	-	-	-	6,000.00	8,000.00	2,000.00	8,000.00
5040-00 General Legal	-	1,666.74	1,666.74	11,940.87	15,000.02	3,059.15	20,000.00
5045-00 Lawsuits/Special Projects	-	833.34	833.34	-	7,500.00	7,500.00	10,000.00
5050-00 Administrative Expenses	1,883.72	2,083.34	199.62	14,228.76	18,750.00	4,521.24	25,000.00
5053-00 Office Supplies	-	291.66	291.66	-	2,625.02	2,625.02	3,500.00
5054-00 Office Equipment & Services	-	41.66	41.66	-	375.02	375.02	500.00
5080-00 Web Site Administration	-	500.00	500.00	2,423.64	4,500.00	2,076.36	6,000.00
5090-00 Dues & Subscriptions	330.34	166.66	(163.68)	2,045.18	1,500.02	(545.16)	2,000.00
5100-00 Bank Charges	5.00	41.66	36.66	45.00	375.02	330.02	500.00
5105-00 Anne Arundel County Fees	-	166.66	166.66	-	1,500.02	1,500.02	2,000.00
5110-00 Miscellaneous Expenses	-	41.66	41.66	-	375.00	375.00	500.00
5210-00 Taxes	-	-	-	200.00	-	(200.00)	-
5220-00 Real Estate Taxes	-	-	-	761.37	1,000.00	238.63	1,000.00
5310-00 Insurance Premium	1,996.00	1,187.00	(809.00)	12,938.00	11,000.00	(1,938.00)	11,000.00
5600-00 Rent	-	83.33	83.33	3,600.00	750.01	(2,849.99)	1,000.00
5650-00 Storage Expense	86.00	-	(86.00)	860.00	-	(860.00)	-
5730-00 Security Services	-	2,916.66	2,916.66	10,855.84	26,250.02	15,394.18	35,000.00
5740-00 Extra Security Services/Cameras	-	416.66	416.66	-	3,750.00	3,750.00	5,000.00
Total GENERAL & ADMINISTRATIVE	\$ 5,877.06	\$12,020.36	\$ 6,143.30	\$ 79,992.66	\$117,500.12	\$37,507.46	\$ 150,000.00
UTILITIES							
6010-00 Utilities	477.54	541.74	64.20	3,562.05	4,875.02	1,312.97	6,500.00
6040-00 Phone & Internet	424.74	333.33	(91.41)	2,513.46	3,000.01	486.55	4,000.00
Total UTILITIES	\$ 902.28	\$ 875.07	(\$ 27.21)	\$ 6,075.51	\$ 7,875.03	\$1,799.52	\$ 10,500.00

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
SITE MAINTENANCE							
7010-00 Landscaping & Cleaning	\$-	\$4,000.00	\$4,000.00	\$34,350.00	\$36,000.00	\$1,650.00	\$48,000.00
7030-00 Tree Trimming/Replacement	-	625.00	625.00	2,320.00	5,625.00	3,305.00	7,500.00
7110-00 Piers & Harbors Improvement & Repairs	-	-	-	1,721.79	-	(1,721.79)	-
7150-00 Beach Cleaning	-	2,500.00	2,500.00	-	22,500.00	22,500.00	30,000.00
7160-00 Swimming Area Nets	-	-	-	-	750.00	750.00	1,500.00
7165-00 Gazebo Maintenance & Repair	-	83.33	83.33	3,040.00	750.01	(2,289.99)	1,000.00
7170-00 Portable Toilets	318.00	333.33	15.33	3,498.00	3,000.01	(497.99)	4,000.00
7175-00 Dumpsters	-	-	-	-	2,000.00	2,000.00	2,000.00
7212-00 Community Amenity Repairs & Maintenance	1,885.26	1,250.00	(635.26)	20,720.69	11,250.00	(9,470.69)	15,000.00
7220-00 Trash Removal & Hauling	-	416.66	416.66	101.00	3,750.02	3,649.02	5,000.00
7250-00 Supplies & Dog Waste Stations	-	250.00	250.00	-	2,250.00	2,250.00	3,000.00
7265-00 Lock Maintenance & Repair	-	416.66	416.66	3,026.94	3,750.02	723.08	5,000.00
7275-00 Signage	-	833.33	833.33	3,430.00	7,500.01	4,070.01	10,000.00
7290-00 Lighting Maintenance & Repair	-	166.66	166.66	810.34	1,500.02	689.68	2,000.00
7300-00 Environmental Initiatives & Erosion Control	3,657.50	1,166.66	(2,490.84)	8,173.00	10,500.02	2,327.02	14,000.00
7305-00 Dredging	-	-	-	(155.00)	-	155.00	-
7330-00 Swale Maintenance & Repair	-	1,250.00	1,250.00	37,300.00	11,250.00	(26,050.00)	15,000.00
7810-00 Snow & Ice Removal	-	1,500.00	1,500.00	7,986.00	6,000.00	(1,986.00)	6,000.00
Total SITE MAINTENANCE	\$5,860.76	\$14,791.63	\$8,930.87	\$126,322.76	\$128,375.11	\$2,052.35	\$169,000.00
Total OPERATING EXPENSE	\$12,640.10	\$27,687.06	\$15,046.96	\$212,390.93	\$253,750.26	\$41,359.33	\$329,500.00
Net Income:	(\$11,613.69)	(\$27,687.06)	\$16,073.37	\$71,170.35	\$191,209.74	(\$120,039.39)	\$115,460.00



General Ledger Trial Balance with Details

Oyster Harbor Citizens Association, Inc.

Accts: 10-1000-90 To: 95-9510-50 Dates: 3/1/2026 - 3/31/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-1020-00	Truist Operating Checking - 4430	\$11,584.10	\$42,348.00	\$14,988.10	\$38,944.00
Date	GL Ref #	Debit	Credit	Description	
03/01/2026	1011594	\$ -	\$ 1,576.00	Truist Operating Checking - 4430; Professional Community Management, Inc. Chk # 4660	
03/03/2026	1013351	-	85.54	Truist Operating Checking - 4430; BGE Chk # 0	
03/03/2026	1013353	-	1,948.00	Truist Operating Checking - 4430; LB Landscaping Chk # 4661	
03/03/2026	1013355	-	400.00	Truist Operating Checking - 4430; Mint Media Agency Chk # 4662	
03/03/2026	1013355	400.00	-	Truist Operating Checking - 4430 (Reversal); Mint Media Agency Chk # 4662	
03/03/2026	1013353	1,948.00	-	Truist Operating Checking - 4430 (Reversal); LB Landscaping Chk # 4661	
03/06/2026	1017666	40,000.00	-	Working Capital Infusion Truist Operating Checking - 4430	
03/09/2026	1018415	-	318.00	Truist Operating Checking - 4430; Jiffy John, Inc. Chk # 4663	
03/09/2026	1018417	-	1,996.00	Truist Operating Checking - 4430; The Tufts Insurance Agency Chk # 4664	
03/20/2026	1023984	-	139.34	Truist Operating Checking - 4430; Anne Arundel County Chk # 4665	
03/20/2026	1023986	-	86.00	Truist Operating Checking - 4430; Cubesmart #718 Chk # 0	
03/24/2026	1025068	-	3,657.50	Truist Operating Checking - 4430; Biohabitats, Inc. Chk # 4666	
03/30/2026	1026782	-	265.26	Reimbursement - Fire Safety Items for Beach; Daniel Craig Chk # 4667	
03/31/2026	1027520	-	945.00	Truist Operating Checking - 4430; Wireworx, Inc. Chk # 4668	
03/31/2026	1027522	-	675.00	Truist Operating Checking - 4430; R A McGraw LLC Chk # 4669	
03/31/2026	1036270	-	1,883.72	Truist Operating Checking - 4430; Professional Community Management, Inc. Chk # 4671	
03/31/2026	1042543	-	20.98	Truist Operating Checking - 4430; BGE Chk # 0	
03/31/2026	1042545	-	22.09	Truist Operating Checking - 4430; BGE Chk # 0	
03/31/2026	1042547	-	36.46	Truist Operating Checking - 4430; BGE Chk # 0	
03/31/2026	1042549	-	59.43	Truist Operating Checking - 4430; BGE Chk # 0	
03/31/2026	1042551	-	113.70	Truist Operating Checking - 4430; BGE Chk # 0	
03/31/2026	1042553	-	141.58	Truist Operating Checking - 4430; Comcast Chk # 0	
03/31/2026	1042555	-	141.58	Truist Operating Checking - 4430; Comcast Chk # 0	
03/31/2026	1042557	-	141.58	Truist Operating Checking - 4430; Comcast Chk # 0	
03/31/2026	1042559	-	302.78	Truist Operating Checking - 4430; Google Chk # 0	
03/31/2026	1042561	-	27.56	Truist Operating Checking - 4430; Constant Contact Chk # 0	
03/31/2026	1042563	-	5.00	Truist Operating Checking - 4430; Truist Chk # 0	
10-1030-00	Truist Operating Money Market - 7029	218,268.79	127.79	40,000.00	178,396.58
Date	GL Ref #	Debit	Credit	Description	
03/06/2026	1017666	\$ -	\$ 40,000.00	Working Capital Infusion	
03/31/2026	1038791	127.79	-	Truist Monthly Interest	
12-1250-00	Morgan Stanley Investments	833,442.89	898.62	-	834,341.51
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1042814	\$ 898.62	\$ -	Morgan Stanley Monthly Interest & Valuation	
14-1420-00	Cash held by AACO	5,412.16	-	-	5,412.16
Date	GL Ref #	Debit	Credit	Description	
14-1430-00	BGE Deposit	100.00	-	-	100.00
Date	GL Ref #	Debit	Credit	Description	
30-3020-00	Reserves - Capital Elements	(482,691.08)	-	-	(482,691.08)
Date	GL Ref #	Debit	Credit	Description	
35-3510-00	Undesignated Equity	(128,733.09)	-	-	(128,733.09)
Date	GL Ref #	Debit	Credit	Description	
35-3520-00	Prior Year Net Income	(374,599.73)	-	-	(374,599.73)
Date	GL Ref #	Debit	Credit	Description	
40-4010-00	SCBD Income	(259,388.00)	-	-	(259,388.00)
Date	GL Ref #	Debit	Credit	Description	

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
40-4710-00	Interest Income - Operating	(728.36)	-	127.79	(856.15)
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1038791	\$ -	\$ 127.79	Truist Monthly Interest	
40-4720-00	Interest & Valuation Income - Reserves	(22,418.51)	-	898.62	(23,317.13)
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1042814	\$ -	\$ 898.62	Morgan Stanley Monthly Interest & Valuation	
50-5010-00	Management Fees	12,518.00	1,576.00	-	14,094.00
Date	GL Ref #	Debit	Credit	Description	
03/01/2026	1011594	\$ 1,576.00	\$ -	Management Fee; Professional Community Management, Inc. Chk # 4660	
50-5030-00	Tax Prep & Audit Fees	6,000.00	-	-	6,000.00
Date	GL Ref #	Debit	Credit	Description	
50-5040-00	General Legal	11,940.87	-	-	11,940.87
Date	GL Ref #	Debit	Credit	Description	
50-5050-00	Administrative Expenses	12,345.04	1,883.72	-	14,228.76
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1036270	\$ 1,466.51	\$ -	Administrative Costs - Admin; Professional Community Management, Inc. Chk # 4671	
03/31/2026	1036270	417.21	-	Postage; Professional Community Management, Inc. Chk # 4671	
50-5080-00	Web Site Administration	2,423.64	400.00	400.00	2,423.64
Date	GL Ref #	Debit	Credit	Description	
03/03/2026	1013355	\$ 400.00	\$ -	Web Site Administration; Mint Media Agency Chk # 4662	
03/03/2026	1013355	-	400.00	Web Site Administration (Reversal); Mint Media Agency Chk # 4662	
50-5090-00	Dues & Subscriptions	1,714.84	330.34	-	2,045.18
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1042559	\$ 302.78	\$ -	Dues & Subscriptions; Google Chk # 0	
03/31/2026	1042561	27.56	-	Dues & Subscriptions; Constant Contact Chk # 0	
50-5100-00	Bank Charges	40.00	5.00	-	45.00
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1042563	\$ 5.00	\$ -	Bank Charges; Truist Chk # 0	
50-5210-00	Taxes	200.00	-	-	200.00
Date	GL Ref #	Debit	Credit	Description	
50-5220-00	Real Estate Taxes	761.37	-	-	761.37
Date	GL Ref #	Debit	Credit	Description	
50-5310-00	Insurance Premium	10,942.00	1,996.00	-	12,938.00
Date	GL Ref #	Debit	Credit	Description	
03/09/2026	1018417	\$ 1,996.00	\$ -	Insurance Premium; The Tufts Insurance Agency Chk # 4664	
50-5600-00	Rent	3,600.00	-	-	3,600.00
Date	GL Ref #	Debit	Credit	Description	
50-5650-00	Storage Expense	774.00	86.00	-	860.00
Date	GL Ref #	Debit	Credit	Description	
03/20/2026	1023986	\$ 86.00	\$ -	Storage Expense; Cubesmart #718 Chk # 0	
50-5730-00	Security Services	10,855.84	-	-	10,855.84
Date	GL Ref #	Debit	Credit	Description	
60-6010-00	Utilities	3,084.51	477.54	-	3,562.05
Date	GL Ref #	Debit	Credit	Description	
03/03/2026	1013351	\$ 85.54	\$ -	Utilities; BGE Chk # 0	
03/20/2026	1023984	139.34	-	Utilities; Anne Arundel County Chk # 4665	
03/31/2026	1042543	20.98	-	Utilities; BGE Chk # 0	
03/31/2026	1042545	22.09	-	Utilities; BGE Chk # 0	
03/31/2026	1042547	36.46	-	Utilities; BGE Chk # 0	
03/31/2026	1042549	59.43	-	Utilities; BGE Chk # 0	
03/31/2026	1042551	113.70	-	Utilities; BGE Chk # 0	

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
60-6040-00	Phone & Internet	\$2,088.72	\$424.74	\$-	\$2,513.46
Date	GL Ref #	Debit	Credit	Description	
03/31/2026	1042553	\$ 141.58	\$ -	Phone & Internet; Comcast Chk # 0	
03/31/2026	1042555	141.58	-	Phone & Internet; Comcast Chk # 0	
03/31/2026	1042557	141.58	-	Phone & Internet; Comcast Chk # 0	
70-7010-00	Landscaping & Cleaning	34,350.00	-	-	34,350.00
Date	GL Ref #	Debit	Credit	Description	
70-7030-00	Tree Trimming/Replacement	2,320.00	-	-	2,320.00
Date	GL Ref #	Debit	Credit	Description	
70-7110-00	Piers & Harbors Improvement & Repairs	1,721.79	-	-	1,721.79
Date	GL Ref #	Debit	Credit	Description	
70-7165-00	Gazeebo Maintenance & Repair	3,040.00	-	-	3,040.00
Date	GL Ref #	Debit	Credit	Description	
70-7170-00	Portable Toilets	3,180.00	318.00	-	3,498.00
Date	GL Ref #	Debit	Credit	Description	
03/09/2026	1018415	\$ 318.00	\$ -	Portable Toilets; Jiffy John, Inc. Chk # 4663	
70-7212-00	Community Amenity Repairs & Maintenance	18,835.43	1,885.26	-	20,720.69
Date	GL Ref #	Debit	Credit	Description	
03/30/2026	1026782	\$ 265.26	\$ -	Reimbursement - Fire Safety Items for Beach; Daniel Craig Chk # 4667	
03/31/2026	1027520	945.00	-	Community Amenity Repairs & Maintenance; Wireworx, Inc. Chk # 4668	
03/31/2026	1027522	675.00	-	Community Amenity Repairs & Maintenance; R A McGraw LLC Chk # 4669	
70-7220-00	Trash Removal & Hauling	101.00	-	-	101.00
Date	GL Ref #	Debit	Credit	Description	
70-7265-00	Lock Maintenance & Repair	3,026.94	-	-	3,026.94
Date	GL Ref #	Debit	Credit	Description	
70-7275-00	Signage	3,430.00	-	-	3,430.00
Date	GL Ref #	Debit	Credit	Description	
70-7290-00	Lighting Maintenance & Repair	810.34	-	-	810.34
Date	GL Ref #	Debit	Credit	Description	
70-7300-00	Environmental Initiatives & Erosion Control	4,515.50	3,657.50	-	8,173.00
Date	GL Ref #	Debit	Credit	Description	
03/24/2026	1025068	\$ 3,657.50	\$ -	Environmental Initiatives & Erosion Control; Biohabitats, Inc. Chk # 4666	
70-7305-00	Dredging	(155.00)	-	-	(155.00)
Date	GL Ref #	Debit	Credit	Description	
70-7330-00	Swale Maintenance & Repair	37,300.00	-	-	37,300.00
Date	GL Ref #	Debit	Credit	Description	
70-7810-00	Snow & Ice Removal	7,986.00	1,948.00	1,948.00	7,986.00
Date	GL Ref #	Debit	Credit	Description	
03/03/2026	1013353	\$ 1,948.00	\$ -	Snow & Ice Removal; LB Landscaping Chk # 4661	
03/03/2026	1013353	-	1,948.00	Snow & Ice Removal (Reversal); LB Landscaping Chk # 4661	
Totals:		\$0.00	\$58,362.51	\$58,362.51	\$0.00

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount	Payment Type	Balance Due
Anne Arundel County Office of Finance								
03/20/2026	OHHWATER0326	03/18/2026	03/20/2026	Paid (check)		\$139.34		\$ -
			Tracy Denny				Payment Type: Check	
	60-6010-00 - Utilities				\$139.34			
Anne Arundel County Office of Finance Total:						\$ 139.34	\$	0.00
BGE								
03/03/2026	OHHBGEFishing0326	03/02/2026	03/03/2026	Paid (EFT)		\$85.54		-
			Tracy Denny				Payment Type: EFT	
	60-6010-00 - Utilities				\$85.54			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$20.98		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$20.98			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$22.09		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$22.09			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$36.46		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$36.46			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$59.43		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$59.43			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$113.70		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$113.70			
BGE Total:						\$ 338.20	\$	0.00
Biohabitats, Inc.								
03/24/2026	13033-01-002-2	03/20/2026	03/24/2026	Paid (check)		\$3,657.50		-
			Gena Teano				Payment Type: Check	
	70-7300-00 - Environmental Initiatives & Erosion Control				\$3,657.50			
Biohabitats, Inc. Total:						\$ 3,657.50	\$	0.00
Comcast								
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$141.58		-
			Amy Cummings				Payment Type: EFT	
	60-6040-00 - Phone & Internet				\$141.58			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$141.58		-
			Amy Cummings				Payment Type: EFT	
	60-6040-00 - Phone & Internet				\$141.58			
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$141.58		-
			Amy Cummings				Payment Type: EFT	
	60-6040-00 - Phone & Internet				\$141.58			

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount	Balance Due	
						Comcast Total:	\$ 424.74	\$ 0.00
Constant Contact								
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)	Amy Cummings	\$27.56	\$ -	
	50-5090-00 - Dues & Subscriptions					\$27.56		
						Constant Contact Total:	\$ 27.56	\$ 0.00
Cubesmart, LLP								
03/20/2026		03/18/2026	03/20/2026	Paid (EFT)	Tracy Denny	\$86.00	-	
	50-5650-00 - Storage Expense					\$86.00		
						Cubesmart, LLP Total:	\$ 86.00	\$ 0.00
Google								
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)	Amy Cummings	\$302.78	-	
	50-5090-00 - Dues & Subscriptions					\$302.78		
						Google Total:	\$ 302.78	\$ 0.00
Jiffy John, Inc.								
03/09/2026	OHHJiffyJohn0326	03/06/2026	03/09/2026	Paid (check)	Kirk Bigelow	\$318.00	-	
	70-7170-00 - Portable Toilets					\$318.00		
						Jiffy John, Inc. Total:	\$ 318.00	\$ 0.00
Professional Community Management (Do Not Use - Management Module)								
03/01/2026	37271	03/01/2026	03/02/2026	Paid (check)	Amy Cummings	\$1,576.00	-	
	50-5010-00 - Management Fee					\$1,576.00		
03/31/2026	38144	03/31/2026	04/02/2026	Paid (check)	Gena Teano	\$1,883.72	-	
	50-5050-00 - Administrative Costs - Admin					\$1,466.51		
	50-5050-00 - Postage					\$417.21		
						Professional Community Management (Do Not Use - Management Module) Total:	\$ 3,459.72	\$ 0.00
R A McGraw LLC								
03/31/2026		03/30/2026	03/31/2026	Paid (check)	Gena Teano	\$675.00	-	
	70-7212-00 - Community Amenity Repairs & Maintenance					\$675.00		
						R A McGraw LLC Total:	\$ 675.00	\$ 0.00
The Tufts Insurance Agency								
03/09/2026	OHHCrime0325	03/09/2026	03/09/2026	Paid (check)	Kirk Bigelow	\$1,996.00	-	
	50-5310-00 - Insurance Premium					\$1,996.00		
						The Tufts Insurance Agency Total:	\$ 1,996.00	\$ 0.00
Truist								

Invoice List

Oyster Harbor Citizens Association, Inc.

Invoice Status - Paid

Paid Date: 3/1/2026 - 3/31/2026

Payment Type: All

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount	Payment Type	Balance Due
03/31/2026		03/31/2026	04/07/2026	Paid (EFT)		\$5.00		\$ -
			Amy Cummings				Payment Type: EFT	
	50-5100-00 - Bank Charges				\$5.00			
					Trust Total:	\$ 5.00		\$ 0.00
Wireworx, Inc.								
03/31/2026	10316	03/30/2026	03/31/2026	Paid (check)		\$945.00		-
			Gena Teano				Payment Type: Check	
	70-7212-00 - Community Amenity Repairs & Maintenance				\$945.00			
					Wireworx, Inc. Total:	\$ 945.00		\$ 0.00
	Oyster Harbor Citizens Association, Inc. 21 Invoice(s) Totaling:						\$ 12,374.84	\$ 0.00
GRAND 21 Invoice(s) Totaling:						\$12,374.84		\$ 0.00



Financial Report Package

March 2026

Prepared for

Oyster Harbor Piers & Harbors

By

Professional Community Management, Inc.



Balance Sheet - Operating

Oyster Harbor Piers & Harbors

End Date: 03/31/2026

Assets

CASH - OPERATING

10-1020-00	PNC Bank Operating Checking - 4178	\$58,628.99
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Total CASH - OPERATING:	<u>\$58,628.99</u>
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CASH - RESERVES

12-1220-00	PNC Bank 4-Month CD 2997 07/26/26	31,190.35
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12-1225-00	PNC Bank 8-Month CD 3311 07/26/26	46,200.86
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Total CASH - RESERVES:	<u>\$77,391.21</u>
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Total Assets:	<u><u>\$136,020.20</u></u>
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Liabilities & Equity

OWNER EQUITY

35-3510-00	Undesignated Equity	10,828.62
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35-3520-00	Prior Year Net Income	81,663.05
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Total OWNER EQUITY:	<u>\$92,491.67</u>
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	43,528.53	
	<u>43,528.53</u>	
		<u><u>\$43,528.53</u></u>

Total Liabilities & Equity:	<u><u>\$136,020.20</u></u>
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Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
OPERATING INCOME							
4010-00 Slip Fees	\$ 13,893.60	\$ -	\$ 13,893.60	\$ 13,893.60	\$ -	\$ 13,893.60	\$ -
4420-00 Miscellaneous Income	30,000.00	-	30,000.00	30,000.00	-	30,000.00	-
4710-00 Interest Income	386.74	-	386.74	386.74	-	386.74	-
Total OPERATING INCOME	\$ 44,280.34	\$ -	\$ 44,280.34	\$ 44,280.34	\$ -	\$44,280.34	\$ -
Total OPERATING INCOME	\$ 44,280.34	\$ -	\$ 44,280.34	\$ 44,280.34	\$ -	\$ 44,280.34	\$ -
OPERATING EXPENSE							
GENERAL & ADMINISTRATIVE							
5010-00 Management Fees	20.00	-	(20.00)	60.00	-	(60.00)	-
5050-00 Administrative Expenses	3.72	-	(3.72)	84.47	-	(84.47)	-
5410-00 Community/Social Activities	530.58	-	(530.58)	607.34	-	(607.34)	-
Total GENERAL & ADMINISTRATIVE	\$ 554.30	\$ -	(\$ 554.30)	\$ 751.81	\$ -	(\$751.81)	\$ -
Total OPERATING EXPENSE	\$ 554.30	\$ -	(\$ 554.30)	\$ 751.81	\$ -	(\$ 751.81)	\$ -
Net Income:	\$ 43,726.04	\$ 0.00	\$ 43,726.04	\$ 43,528.53	\$ 0.00	\$ 43,528.53	\$ 0.00



General Ledger Trial Balance with Details

Oyster Harbor Piers & Harbors

Accts: 10-1010-00 To: 95-9510-50 Dates: 3/1/2026 - 3/31/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance	
10-1020-00	PNC Bank Operating Checking - 4178	\$15,289.69	\$47,133.60	\$3,794.30	\$58,628.99	
Date	GL Ref #	Debit	Credit	Description		
03/01/2026	1011592	\$ -	\$ 20.00	PNC Bank Operating Checking - 4178 Inv # 37272; Professional Community Management, Inc Inv: 37272 Professional Community Management, Inc.		
03/11/2026	1019788	-	15.10	Reimbursement - Flowers for Benevolence Committee; Heather Doherty Chk # 1115		
03/12/2026	1020475	30,000.00	-	Eric Epstein & Anthony Fox Settlement Funds PNC Bank Operating Checking - 4178		
03/16/2026	1020995	3,240.00	-	Misc.Deposit PNC Bank Operating Checking - 4178		
03/16/2026	1020995	-	3,240.00	Misc.Deposit PNC Bank Operating Checking - 4178 (Reversal)		
03/16/2026	1021011	432.00	-	slip 1-04 PNC Bank Operating Checking - 4178		
03/16/2026	1021013	432.00	-	slip 1-05 PNC Bank Operating Checking - 4178		
03/16/2026	1021015	816.00	-	slip 2-02 PNC Bank Operating Checking - 4178		
03/16/2026	1021017	624.00	-	slip 3-01 PNC Bank Operating Checking - 4178		
03/16/2026	1021019	504.00	-	slip 3-13 PNC Bank Operating Checking - 4178		
03/16/2026	1021021	432.00	-	slip 1-11 PNC Bank Operating Checking - 4178		
03/16/2026	1021848	456.00	-	slip 3-12 PNC Bank Operating Checking - 4178		
03/16/2026	1021850	624.00	-	slip 3-22 PNC Bank Operating Checking - 4178		
03/16/2026	1021852	528.00	-	slip 3-08 PNC Bank Operating Checking - 4178		
03/16/2026	1021854	384.00	-	slip 3-18 PNC Bank Operating Checking - 4178		
03/16/2026	1021856	888.00	-	slip 3-09 PNC Bank Operating Checking - 4178		
03/16/2026	1021858	480.00	-	slip 1-01 PNC Bank Operating Checking - 4178		
03/16/2026	1021860	432.00	-	slip 1-12 PNC Bank Operating Checking - 4178		
03/16/2026	1021862	552.00	-	slip 1-03 PNC Bank Operating Checking - 4178		
03/16/2026	1021864	453.60	-	slip 1-06 PNC Bank Operating Checking - 4178		
03/16/2026	1021866	552.00	-	slip 3-17 PNC Bank Operating Checking - 4178		
03/16/2026	1021868	456.00	-	slip 3-05 PNC Bank Operating Checking - 4178		
03/20/2026	1023982	-	440.00	PNC Bank Operating Checking - 4178 Inv # 9064470; ProCom Chk # 1116 Inv: 9064470 ProCom		
03/30/2026	1026784	408.00	-	slip 3-19 PNC Bank Operating Checking - 4178		
03/30/2026	1026786	480.00	-	slip 03-21 PNC Bank Operating Checking - 4178		
03/30/2026	1026788	696.00	-	slip 3-03 PNC Bank Operating Checking - 4178		
03/30/2026	1026790	408.00	-	slip 1-13 PNC Bank Operating Checking - 4178		
03/30/2026	1026792	360.00	-	slip 1-07 PNC Bank Operating Checking - 4178		
03/30/2026	1026794	528.00	-	slip 3-07 PNC Bank Operating Checking - 4178		
03/30/2026	1026796	480.00	-	slip 3-04 PNC Bank Operating Checking - 4178		
03/30/2026	1026798	408.00	-	slip 1-10 PNC Bank Operating Checking - 4178		
03/30/2026	1026800	648.00	-	slip 3-06 PNC Bank Operating Checking - 4178		
03/30/2026	1026802	432.00	-	slip 1-09 PNC Bank Operating Checking - 4178		
03/31/2026	1027278	-	75.48	Reimbursement - Easter Egg Hunt Supplies; Heather Doherty Chk # 1117		
03/31/2026	1036268	-	3.72	PNC Bank Operating Checking - 4178 Inv # 38145; Professional Community Management, Inc Inv: 38145 Professional Community Management, Inc.		
12-1220-00	PNC Bank 4-Month CD 2997 07/26/26		30,803.61	386.74	-	31,190.35
Date	GL Ref #	Debit	Credit	Description		
03/26/2026	1038759	\$ 386.74	\$ -	Rollover Interest		
12-1225-00	PNC Bank 8-Month CD 3311 07/26/26		46,200.86	-	-	46,200.86
Date	GL Ref #	Debit	Credit	Description		
20-2010-00	Accounts Payable		-	463.72	463.72	-
Date	GL Ref #	Debit	Credit	Description		
03/01/2026	1011428	\$ -	\$ 20.00	Accounts Payable Inv # 37272		



General Ledger Trial Balance with Details

Oyster Harbor Piers & Harbors

Accts: 10-1010-00 To: 95-9510-50 Dates: 3/1/2026 - 3/31/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance	
Inv: 37272 Professional Community Management (Do Not Use - Management Module)						
03/01/2026	1011592	20.00	-		Accounts Payable Inv # 37272; Professional Community Management, Inc. Chk # 1114 Inv: 37272 Professional Community Management, Inc.	
03/18/2026	1023832	-	440.00		Accounts Payable Inv # 9064470 Inv: 9064470 ProCom	
03/20/2026	1023982	440.00	-		Accounts Payable Inv # 9064470; ProCom Chk # 1116 Inv: 9064470 ProCom	
03/31/2026	1036071	-	3.72		Accounts Payable Inv # 38145 Inv: 38145 Professional Community Management (Do Not Use - Management Module)	
03/31/2026	1036268	3.72	-		Accounts Payable Inv # 38145; Professional Community Management, Inc. Chk # 1119 Inv: 38145 Professional Community Management, Inc.	
35-3510-00	Undesignated Equity		(10,828.62)	-	(10,828.62)	
Date	GL Ref #	Debit	Credit	Description		
35-3520-00	Prior Year Net Income		(81,663.05)	-	(81,663.05)	
Date	GL Ref #	Debit	Credit	Description		
40-4010-00	Slip Fees		-	3,240.00	17,133.60	(13,893.60)
Date	GL Ref #	Debit	Credit	Description		
03/16/2026	1020995	\$ -	\$ 432.00	Misc.Deposit Slip Fees 1-04		
03/16/2026	1020995	-	432.00	Misc.Deposit Slip Fees 1-05		
03/16/2026	1020995	-	816.00	Misc.Deposit Slip Fees 2-02		
03/16/2026	1020995	-	624.00	Misc.Deposit Slip Fees 3-01		
03/16/2026	1020995	-	504.00	Misc.Deposit Slip Fees 3-13		
03/16/2026	1020995	-	432.00	Misc.Deposit Slip Fees 1-11		
03/16/2026	1020995	432.00	-	Misc.Deposit Slip Fees 1-04 (Reversal)		
03/16/2026	1020995	432.00	-	Misc.Deposit Slip Fees 1-05 (Reversal)		
03/16/2026	1020995	816.00	-	Misc.Deposit Slip Fees 2-02 (Reversal)		
03/16/2026	1020995	624.00	-	Misc.Deposit Slip Fees 3-01 (Reversal)		
03/16/2026	1020995	504.00	-	Misc.Deposit Slip Fees 3-13 (Reversal)		
03/16/2026	1020995	432.00	-	Misc.Deposit Slip Fees 1-11 (Reversal)		
03/16/2026	1021011	-	432.00	slip 1-04 Slip Fees		
03/16/2026	1021013	-	432.00	slip 1-05 Slip Fees		
03/16/2026	1021015	-	816.00	slip 2-02 Slip Fees		
03/16/2026	1021017	-	624.00	slip 3-01 Slip Fees		
03/16/2026	1021019	-	504.00	slip 3-13 Slip Fees		
03/16/2026	1021021	-	432.00	slip 1-11 Slip Fees		
03/16/2026	1021848	-	456.00	slip 3-12 Slip Fees		
03/16/2026	1021850	-	624.00	slip 3-22 Slip Fees		
03/16/2026	1021852	-	528.00	slip 3-08 Slip Fees		
03/16/2026	1021854	-	384.00	slip 3-18 Slip Fees		
03/16/2026	1021856	-	888.00	slip 3-09 Slip Fees		
03/16/2026	1021858	-	480.00	slip 1-01 Slip Fees		
03/16/2026	1021860	-	432.00	slip 1-12 Slip Fees		
03/16/2026	1021862	-	552.00	slip 1-03 Slip Fees		
03/16/2026	1021864	-	453.60	slip 1-06 Slip Fees		
03/16/2026	1021866	-	552.00	slip 3-17 Slip Fees		
03/16/2026	1021868	-	456.00	slip 3-05 Slip Fees		



General Ledger Trial Balance with Details

Oyster Harbor Piers & Harbors

Accts: 10-1010-00 To: 95-9510-50 Dates: 3/1/2026 - 3/31/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance	
03/30/2026	1026784	\$ -	\$ 408.00		slip 3-19 Slip Fees	
03/30/2026	1026786	-	480.00		slip 03-21 Slip Fees	
03/30/2026	1026788	-	696.00		slip 3-03 Slip Fees	
03/30/2026	1026790	-	408.00		slip 1-13 Slip Fees	
03/30/2026	1026792	-	360.00		slip 1-07 Slip Fees	
03/30/2026	1026794	-	528.00		slip 3-07 Slip Fees	
03/30/2026	1026796	-	480.00		slip 3-04 Slip Fees	
03/30/2026	1026798	-	408.00		slip 1-10 Slip Fees	
03/30/2026	1026800	-	648.00		slip 3-06 Slip Fees	
03/30/2026	1026802	-	432.00		slip 1-09 Slip Fees	
40-4420-00	Miscellaneous Income	-	-	30,000.00	(30,000.00)	
Date	GL Ref #	Debit	Credit	Description		
03/12/2026	1020475	\$ -	\$ 30,000.00	Eric Epstein & Anthony Fox Settlement Funds		
40-4710-00	Interest Income	-	-	386.74	(386.74)	
Date	GL Ref #	Debit	Credit	Description		
03/26/2026	1038759	\$ -	\$ 386.74	Rollover Interest		
50-5010-00	Management Fees		40.00	20.00	-	60.00
Date	GL Ref #	Debit	Credit	Description		
03/01/2026	1011428	\$ 20.00	\$ -	Management Fee		
Inv: 37272 Professional Community Management (Do Not Use - Management Module)						
50-5050-00	Administrative Expenses		80.75	3.72	-	84.47
Date	GL Ref #	Debit	Credit	Description		
03/31/2026	1036071	\$ 2.22	\$ -	Postage		
Inv: 38145 Professional Community Management (Do Not Use - Management Module)						
03/31/2026	1036071	1.50	-	Administrative Costs - Admin		
Inv: 38145 Professional Community Management (Do Not Use - Management Module)						
50-5410-00	Community/Social Activities		76.76	530.58	-	607.34
Date	GL Ref #	Debit	Credit	Description		
03/11/2026	1019788	\$ 15.10	\$ -	Reimbursement - Flowers for Benevolence Committee; Heather Doherty Chk # 1115		
03/18/2026	1023832	440.00	-	Community/Social Activities		
Inv: 9064470 ProCom						
03/31/2026	1027278	75.48	-	Reimbursement - Easter Egg Hunt Supplies; Heather Doherty Chk # 1117		
Totals:			\$0.00	\$51,778.36	\$51,778.36	\$0.00