



GAME DAY SCHEDULE

McKown Pressure Wash, Painting & Contracting presents

SEVA-CAI's 33rd Annual

CA DAY TRADE SHOW & EDUCATION EXPO

7:30am	Registration Begins
7:30am – 8:45am	Breakfast Buffet with Speakers & Exhibitors in Ballrooms Two & Three
9:00am – 10:15am	<p>Education Session #1 in Meeting Suite 1 (Upstairs)</p> <p>STARTING LINE UP - Board Roles and Responsibilities (A)</p> <p>INSTANT REPLAY - Long Range Planning and Reserve Studies (B)</p> <p>PERSONAL FOUL - Addressing Harassment (C)</p> <p>UPDATING THE ROSTER - Amending Governing Documents (D)</p>
	<p>Special Education Session in Ballroom One</p> <p>PRE-GAME HUDDLE - Chat Rooms</p>
10:15am – 11:15am	Visit the Exhibitors in the Trade Show in Ballrooms Two & Three
11:15am – 12:30pm	<p>Education Session #2</p> <p>YOUR ASSOCIATION'S FINANCIAL PLAYBOOK - Protecting Your Community Assets (A)</p> <p>THE SEDIMENT BOWL - Don't Dread the Dredge (B)</p> <p>TACKLING COVENANTS - Keys to Successful Covenants Enforcement (C)</p> <p>TAILGATE BUFFET - A Showcase of Talks (D)</p>
	<p>Special Education Session in Ballroom One</p> <p>HALFTIME HUDDLE - Chat Rooms</p>
12:45pm – 2:15pm	<p>Visit the Exhibitors in the Trade Show in Ballrooms Two & Three</p> <p>Lunch Buffet with Speakers and Exhibitors</p> <p>50/50 Raffle and Grand Prize Drawings* at 1:45pm on Stage</p> <p>*You must be present to win! To be eligible to win one of the grand prizes - visit all booths, get a stamp at each booth and return your punch card to the SEVA-CAI booth by 1:30pm.</p>
2:00pm – 4:00pm	<p>Special Education Session in Ballroom One</p> <p>KNOWING YOUR PLAYBOOK - Law and Regulations</p>
2:15pm – 3:30pm	<p>Education Session #3</p> <p>HUDDLE UP - Annual Meetings, Board Meetings, and Committee Meetings (A)</p> <p>THROWBACK CAPTAINS - Working with Localities (B)</p> <p>TACKLING COVENANTS - Keys to Successful Covenants Enforcement (C)</p> <p>REVIEWING THE REELS - Case Studies (D)</p>
2:30pm	Exhibit Hall Closes
4:30pm	Valet Parking Ends

Thank you for coming!

EDUCATION LINE-UP

9:00 AM - 10:15 AM

● STARTING LINE UP

Board Roles and Responsibilities
An Elementary Course | Suite 1A

- How to be an effective board
- Board positions and respective responsibilities
- Basic overview of governing docs and their impact on functions of the board
- Fiduciary duties
- Conflicts of interest
- Business judgment rule

Brett Campbell, CMCA®, AMS®, PCAM®
Associa® Community Group, AAMC®

Walter Campbell, PCAM®
Associa® Community Group, AAMC®

● INSTANT REPLAY

Long Range Planning and Reserve Studies
An Intermediate Course | Suite 1B

Back by popular demand: The importance of long range planning and reserve studies.

- Why your assn needs a long range plan
- Strategic vs long range vs contingency
- The role volunteer committees have
- Types of Reserve Accounts
- Why your assn needs a replacement reserve study
- How a reserve study supports a long range plan
- Management's role
- Statutory compliance
- Board's fiduciary duty
- Sources for funding long range plans

Terri Hill, CMCA®, AMS®, PCAM®
Chesapeake Bay Management, Inc., AAMC®

David L. May, Jr., AIA
DLM Architects

PERSONAL FOUL

● Addressing Harassment
An Advanced Course | Suite 1C

- Acquire practical knowledge of how to recognize harassment (including subtle forms) by owners, vendors and even board members.
- Learn about the Fair Housing Act's NEW regulations that require associations to take action to address discriminatory practices by owners.
- Practical tips for complying with FHA regs while minimizing costs & burdens
- Sources of law that empower boards to respond to harassment
- Sample policies and steps for board and managers can take when confronted with harassment

Barry Dorans, Esq.
Wolcott Rivers Gates

William W. Sleeth, III, Esq.
Gordon Rees Scully Mansukhani, LLP

9:00 AM - 10:15 AM

● UPDATING THE ROSTER

Amending Governing Documents
An Intermediate Course | Suite 1D

- Statutory requirements
- Common governing document requirements
- Top reasons to amend your documents
- Strategies for getting approval of your amendment

Leilani Adams, Esq.
Thomas, Adams & Associates, P.C.

Anita Loonam, CMCA®, AMS®, PCAM®
United Property Associates, AAMC®

● PRE-GAME HUDDLE

Chat Rooms | Ballroom One

Network, share ideas and ask questions in the facilitated roundtable discussions where leaders are helping leaders build better communities. Join one of these group discussions on a variety of topics.

- Almost-Free Legal Advice
- Board Presidents
- Collections
- Fair Housing Act and Americans with Disabilities Act
- Importance of VALAC – Influencing Legislation that Impacts Your Community
- Virginia Property Owners' Association Act

11:15 AM - 12:30 PM

● YOUR ASSOCIATION'S FINANCIAL PLAYBOOK

Protecting Your Community Assets
Best Practices | Suite 1A

Back by popular demand: The importance of board involvement and financial oversight.

- Duty of the board, Collections, Fraud
- Protecting the integrity of replacement reserves
- Maintaining proper board involvement and oversight
- Reviewing financial statements
- Questions you should be asking
- Important internal controls

David DesRoches, CPA
DesRoches & Company, CPAs, P.C.

Dana Shotts-Neff, CMCA®, AMS®, LSM®, PCAM®
Chesapeake Bay Management, Inc., AAMC®

● THE SEDIMENT BOWL

Don't Dread the Dredge
An Advanced Course | Suite 1B

A BMP has 30 years in useful life. Some associations are reaching the time to dredge per their reserve studies.

- Over funding your dredging reserve?
- New findings regarding sedimentation rates and BMP life spans.
- Bathometry may be the answer you are looking for.
- Learn how to save money on your monthly assessments.
- Real life case study: learn from the experts for future association savings.

Kevin C. McCurley
Clarke Aquatic Services / Clarke Environmental Mosquito Management

Peter B. Miller, RS®, EBP
Miller + Dodson Associates

● TACKLING COVENANTS

Keys to Successful Covenants Enforcement
An Intermediate Course | Suite 1C

You asked, and we heard you. This educational class is being offered twice!

- Common types of covenants
- What authority does an association have in respect to regulating behavior of residents and architectural design guidelines?
- How to properly draft design guidelines and rules and regulations
- Covenants enforcement
- What happens when you don't enforce the covenants?

Deborah M. Casey, Atty at Law, CCAL®
Vandeventer Black LLP

Heather Scourfield, CMCA®, AMS®
The Select Group, Inc., AAMC®

11:15 AM - 12:30 PM

● **TAILGATE BUFFET**

A Showcase of Talks | Suite 1D

A showcase of short presentations from a variety of industry members.

- Pool Pass Friday: Steps for Properly Suspending Pool Privileges
- Influencing Legislation that Impacts Your Community and the Importance of VALAC
- Repairing and Maintaining Your Association's Concrete Driveways and Roadways
- Going to the Mat: What to Expect When Your Association Goes to Court
- Maintaining Fitness Centers
- Back Pack Stories

● **HALFTIME HUDDLE**

Chat Rooms | Ballroom One

Network, share ideas and ask questions in the facilitated roundtable discussions where leaders are helping leaders build better communities. Join one of these group discussions on a variety of topics.

- Almost-Free Legal Advice
- Board Presidents
- Common Problems, Common Solutions
- Encouraging Community Involvement
- Insurance
- Virginia Condominium Act

2:00 PM - 4:00 PM

● **KNOWING YOUR PLAYBOOK**

Law and Regulations

An Intermediate Course | Ballroom One

A Common Interest Community Board (CICB) Approved Course

CICB Law & Regulations Training

This session qualifies for two hours of required continuing education for supervisory managers by the Virginia Department of Occupational Regulation.

To receive continuing education credit, attendees must sign in at the door.

Common Interest Community Board Approved Presenter

Susan B. Tarley, Atty at Law, CCAL®
Tarley Robinson PLC

2:15 PM - 3:30 PM

● **HUDDLE UP**

Annual Meetings, Board Meetings, and Committee Meetings

Best Practices | Suite 1A

Are you confused about all these meetings? Too much paperwork bogging you down? These best practices are sure to ease your anxieties!

- Meeting notice requirements
- Quorum requirements
- Executive session
- Proxies
- Meeting minutes
- Importance of a timed agenda
- Meeting preparation
- Roberts Rules of Order
- Limiting distractions and staying on point

Kathleen Panagis, Esq.
Whiteford, Taylor & Preston, LLP

Tom Willis, AMS®, PCAM®
Association Bridge, LLC

● **THROWBACK CAPTAINS**

Working with Localities

An Intermediate Course | Suite 1B

Dealing with governmental agencies—state, local and federal

- Easements
- Stormwater issues
- Maintenance responsibilities
- Suing your city, permits and litigation
- When to call in the professionals

Michael A. Inman, Esq., CCAL®
Inman & Strickler, P.L.C.

Elizabeth L. White, Atty at Law, CCAL®
Sands Anderson, PC

● **TACKING COVENANTS**

Keys to Successful Covenants Enforcement

An Intermediate Course | Suite 1C

You asked, and we heard you. This educational class is being offered twice so that you have one of two opportunities to attend.

- Common types of covenants
- What authority does an association have in respect to regulating behavior of residents and architectural design guidelines?
- How to properly draft design guidelines and rules and regulations
- Covenants enforcement
- What happens when you don't enforce the covenants?

Deborah M. Casey, Atty at Law, CCAL®
Vandeventer Black LLP

Heather Scourfield, CMCA®, AMS®
The Select Group, Inc., AAMC®

2:15 PM - 3:30 PM

● **REVIEWING THE REELS**

Case Studies

An Advanced Course | Suite 1D

You be the Judge!

This course is designed to be an interactive class session where the audience can think "outside the box" on actual Community Association cases. You will walk through the cases with an attorney, manager and insurance professional. Audience members will judge for themselves the most appropriate resolutions for these disputes. The presenters will provide information on the type of resolutions that are possible, including mediation and/or arbitration, rather than litigation, as well as suggestions on how to avoid conflict in the first place. Learn from the professionals:

- What horrors some associations go through and what could have been avoided.
- The importance of protection, planning and prudence.
- How to set up your association for future success.

Jeffrey A. Hunn, Esq.
Pender & Coward, P.C.

Ed Loonam, CMCA®, AMS®, PCAM®
Property Management Associates

Connie Phillips
CIC, LUTCF, CSA, EBP, CIRMS®
Connie Phillips Insurance / Financial



TRADE SHOW MAP

McKown Pressure Wash, Painting & Contracting presents

SEVA-CAI's 33rd Annual CA DAY TRADE SHOW & EDUCATION EXPO

AAA Pool Services 61	Level 8 Technology 60	TFC Recycling 59	Virginia Beach Law Group 58	Aquatic Resource Management 57
-------------------------	--------------------------	---------------------	--------------------------------	-----------------------------------

Gerloff Painting 56	Home Wise Docs 55	Continental Pools 54	Blessed Be The Name 53	Horizon Grounds Mgmt 53
------------------------	----------------------	-------------------------	---------------------------	----------------------------

Exhibitor Information

Beskin-Divers Insurance 62
Servpro of Virginia Beach 63
National Exterminating Company 64
BrightView Landscapes 65
Belfor Property Restoration 66
Connie Phillips Insurance/Financial 67
68

Parking Lot Maintenance 69
BMP Maint 70
71
National Coop Bank 72
High Sierra Pools 73
Concrete Jack 74
K & D Round's Landscaping 74

32
James River Grounds 31
Turner Asphalt 33
Prism Contracting 31
ABC Contracting 34
Reserve Advisors 30
All Recreation 35
Acelution 29
Entry Guard Systems 36
Jackrete of VA 28
GenPro Painters VA Pen. 37
Thomas Adams 38
Power House Painting 27
GAF 39

45
Solid Structures 46
Beshnigt Land & Lawn 47
Shenwin Williams 48
Atlantic Aluminum 43
Mac Paint 42
McKown Pressure Wash, Painting & Contracting 49
Malvin Riggins 41
Alliance Assn Bank 40
Relay Electric 52
51
50

21
Duradek 22
Seal Master 23
Peerless Carpet Care 20
Playground Specialists 19
Bust-A-Bug 18
Carolina Trime & Parking 17
Town Scapes 24
DLM Architects 23
Criterion 25
YPS Recreation 26
Worcott Law's Gates 15
CertaPro Painters South HR 16
Mid-Atlantic Entry Systems 14

84
Always Clean Services 84
Jenkins Restorations 83
Finley Asphalt & Concrete 82
Lake Mgmt 81
Signature Pool Services 80

STAGE

13
Craftsman Fencing 12
Ardent Contracting 11
U.S. Lawns 7
Emergency Restoration Services 2
The Blair Bros. 3
Aristocrat Towing 10
BB&T 9
Exterior Source 4
Mutual of Omaha Bank 5
E. Calapari & Son 8
Inman & Strickler 6
DMA Reserves 7

75
Vandeventer Black 75
Clarke Aquatics 76

77
Miller + Dodson 77
Innovative Aquatics 78

