

Claiborne Association Board Meeting
November 21, 2024

In Attendance: Mike Kuperberg, Jennifer Shea, Phil Sayre, Terry Babb, Will Murdoch, Maura Bollinger, Martha Hamlyn, Suzanne Todd, Hedley

Mike opened meeting with sad news that he and Jeanne will be moving in the spring and Jennifer agreed to fulfill the rest of his term.

Minutes: October board minutes distributed in advance for review. Motion made and minutes approved by vote.

Treasurer's Report

- Bank balances distributed in advance. Operating Account \$7,559; Building Maintenance \$3,197; Building Reserve \$14,865 in CDs at 4.64%. Endowment is \$129,185 following 2 generous contributions totaling \$7,500.
- Discussed financial stability of Operating Account and the need to raise \$7-\$8,000 a year. Dues were up but donations are down and we count on end of year donations.
- Discussed current Endowment Policy adopted November 2016 (distributed in advance) and need for review. Phil suggests to then adopt a policy into By-Laws. Phil presented a suggestion to accomplish this:
 - *I suggest we add the following to the bylaws under Article 4, Financial Procedures:*
 - *Endowment:*
 - *The Claiborne Association, Inc. Endowment Fund Statement of Investment Policy applies to all endowment funds, including spending policy.*
 - *Withdrawing endowment funds in excess of 4% per year may be considered by the Executive Board and recommended to the general membership by a motion in writing at any general meeting of the CA. The motion shall then be tabled until the next general meeting. Notice of the proposed change in endowment spending policy shall be posted on a community bulletin board, sent to residents of the community and described in the notice of the meeting in which the motion will be considered. A vote of 60% of members shall be required to adopt the resolution.*
- Maura cautioned that we need to think carefully before any changes. Right now the policy is separate from By-Laws. How do we change the policy that was approved in 2016? Could the board make a new policy for the Endowment?
- It was agreed that this needs further discussion. For example: What is the “target” for the Endowment. Can funds be withdrawn before we reach target? Do we consider that we never touch the principal? Mike and Phil will collaborate. Board members can send any ideas.

Development Committee

- Members are James Vatne, Jeanne Kuperberg, Libby Moose and Jennifer Shea ex-officio Board Member.

- Focus of letter is to balance campaign for Endowment as well as Operating – Today and Tomorrow. Target is to get the letter out by December 1 followed by the December 7 General Meeting where Mike will make an appeal to the members and emphasize what we have accomplished.
- Libby would like to repeat with a “thermometer sign” outside showing progress. Martha will ask Jim to make the sign.
- Also want to work on better stewardship. Use some of Josh’s photos of the community and recognize everyone’s importance to the association – less generic and more Claiborne oriented.

History Project

- Suzanne updated that 2 meetings have been held. Kirke is drafting a piece for the Clarion.
- It was decided to break into committees – Kirke and Will working on the signage project. Martha and Barbara will sort through pictures and determine what is vital. Maura will scan so they are kept and cataloged. A list is being compiled of residents who will be asked if they would be willing to share their stories. Jennifer will interview and Josh will help. Cathy Evans will help with the map. Suzanne is working on original house occupants.
- No update on Welcome Committee at this time.

Program Committee

- The fish fry was very successful and Rebecca and Mary want to do something again next year. Cost was \$250. Pizza night was an easy non-stressful gathering and will plan to do this again. The High and Wides concert was a huge success.
- Need to consider a cleaning of the hall. It was suggested that Christian and family might be interested. Martha will ask the Harpers to check and get a quote.
- Will made a request that the Star Fleet Sailing Club would like to use the hall for a Saturday night in February/early March for the annual party. Usually around 40 people in attendance, several are Claiborne residents. It would be a private event. Martha said Mary Gregorio has a better understanding of the general policy for use of the hall. Mike will look into this and share. *(Event scheduled for 2/8 and sponsored by 4 Claiborne residents.)*

General Meeting December 7

Items for agenda: Treasurer’s Report; Launch of fundraising campaign; Last General Meeting minutes for approval.

Grounds Maintenance

Hedley reminded the Board that 4 years ago the outside was a mess and Libby put a lot of money into the gardens. It was with the understanding that general maintenance would be taken over by the community. Need to form a Grounds Maintenance committee.

There will not be a monthly Board Meeting in December. Next meeting January 16, 2025, 7 PM

Meeting Adjourned approximately 8:15 PM