

CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

October 13, 2015

Submitted by Terry Babb

In Attendance: Mary Gregorio, Judy Harrald, Terry Babb, Jake Flory, Rob Todd, Jess Murphy, Pat Flory, Kirke Harper by conference call.

Meeting called to order 7:05 p.m. For the record, there was no board meeting in September. Judy motioned to accept the minutes for July and August, motion seconded and approved.

Activity Update

Program Committee is Pat Flory, Suzanne Todd, Linda Harper, Shirley Cockey, Mo McHugh and Martha Hamlyn (away until spring).

- Café will start up again this winter – planning for December.
- Movie night will start after the holidays, Wednesday, January 6.
- Halloween Party proposed for Saturday October 31 – the board felt that would be a conflict with the actual “trick or treating” night and thought a different time would be better if it were a community event.
- Concert is being planned for November 21
- Christmas Potluck planned for Saturday December 19. Would like to do the Christmas trees same as last year where people purchase individually and then take them home after the potluck.
- Thinking about other activities such as a soup night, game night.

Treasurer’s Update/Insurance Review

- Judy reported bank balance of \$37,092.36.
- Judy is looking for the paperwork showing the building assessment. Kirke will look for this when he returns – Judy thinks it is around \$125,000.
- Mary reported that we had an insurance review and everything was good except the fire extinguishers need to be certified and put at the correct height. Terry will find out about getting them serviced and tagged so we can reply to insurance company.

Grant Applications

- Judy got a response from Christmas in St. Michaels that our grant application was successful. We will know the amount in January and receive a check in February. We asked for \$5,000 toward septic.
- Kirke submitted an application to Mid Shore Community Foundation requesting \$6,500 to cover half of what is estimated for a wheel chair lift.

Chair Lift VS Ramp

- Jeanne Kuperberg has agreed to do some research on a lift versus a ramp.
- Some thoughts are that a lift would look better but there is concern about maintenance.
- Jake and Kirke will work on lift information and ask Will to price out the cost of a ramp before the board makes a decision.

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Permitting Process

- Jack and Kirke met with Ann Morse in July. Health Department will do some more digging and put in another observation tube. If soil won’t perc, that may be a reason to let us have a holding tank.
- Kirke is also starting the administrative site review to change zoning before applying for building permits. We may need Lane Engineering to make some changes to the site plan for us.

Clarion Schedule – General Communication

- We need more organization to the Clarion with a schedule for a year out and a plan to copy and distribute to those who cannot read it online.
- Discussed need for a communication coordinator or committee and a Telephone Directory or telephone tree for emergencies.
- Talbot County Emergency Services has a method to collect phone numbers – you have to go online and register.
- We also have the radios that some people have purchased. We should get them charged and pass around so people can try them out and see who is interested.
- Kirke can check with Bob Luff about a “train the trainer” so we would have someone in Claiborne who can show others how the radios work.

Thanksgiving/Year End Contribution Campaign

- Discussed sending a letter that would include pictures of what’s been done. We have a lot to show and need a push to finish – maybe putting a “price tag” on things (like was done with the new windows).
- Discussed suggestion for a capital campaign committee and things like a “fundraising coffee” that was done a few years ago. Concern is also for continued maintenance and starting an endowment fund for the future.
- It would also be a good idea to review how people imagine the future use of this building and how it might benefit the community at large.