

CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

July 11, 2017

Submitted by Terry Babb

In Attendance: Mary Gregorio, Kirke Harper, Judy Harrald, Terry Babb, Rob Todd, Jake Flory, Phil Sayre, Jim Richardson

Meeting called to order at 7:05 p.m.

Minutes from May 2017 approved with motion by Rob, seconded by Judy. Phil Sayre in attendance as member of the Investment Committee.

Treasurer's Report and Investment Committee

- Judy distributed income and expense report through June 30 showing \$42,157.69 in the money market account, \$17,544.69 in the association checking account and \$54,088.35 in the endowment account. The endowment account received a \$1,000 donation and has grown 6% since it was opened last October.
- We have had expenses relating to the permitting process and septic – architectural drawings, engineering, holding tanks.
- In the last budget we did not realize we would need an architect. Judy and Steve will work on a budget for the general meeting in August.

Picnic and General Meeting

- Reviewed candidate slate to be voted on at picnic
- Minutes from April general meeting and slate to be distributed to membership in advance and posted in the hall.
- Rob is looking for someone to take over coordinating the Clarion editors
- Discussed need for a capital campaign and the various pledges we have for purchase of items. Rob suggested and it was agreed we hold off on capital campaign until there is more visible progress.
- The contribution for countertops has been received and included in the bank funds reported above. Rob and Suzanne have list of other pledges and they can be addressed individually.
- Phil will prepare a brief overview of the endowment fund and the conservative investment philosophy that gives it security for the future. After 3 years we could withdraw to pay for things like insurance.
- Discussed celebrating the 10<sup>th</sup> Anniversary of the association and how far it has come since the first annual meeting at the Haddaways.
- Suggested Agenda: Election, Budget, Progress Report, Out-Going Board Members, Membership Dues, Endowment Fund, Bricks.
- Discussed shirts and hats with new design to sell at picnic.
- Now that the speed limits are lowered, Kirke would like to bring up some traffic calming ideas to get a general sense of the community.

Building Updates

- We have paid for the holding tanks. They have been fabricated and are in the process of curing before they can be installed.
- 2
- The building permit is being reviewed by the county over the last month. There was an inquiry from staff about setbacks. Will is the contact since he has the most experience dealing with the staff. If we get the permit by August 1 we could possibly start HVAC in August and have plumbing, insulation and drywall by September 15.
  - Jake will be talking to the Kuperbergs about fixtures.
  - Kirke has given plans to Bay Hundred that shows the external changes to the building. The changes relate to county code and/or ADA requirements.
  - Jake reviewed the need for 2 exits from each building so an additional exit from the back will be added.
  - Kirke mentioned that the trim will need to be painted this fall – Becky's son is in training and could possibly do this at a good hourly rate and also she mentioned a "rubberized" paint to use.

Program Committee

- General Meeting and Picnic on August 26 at the Kuperbergs
- Danielle Murphy is joining the program committee.

Request for Use of the Hall

- Mary said there was email request to use the hall for a memorial service. She will respond to them about requirements relating to parking, bathroom/jiffy john, need for a sign so people will know and assistance for set up and clean up.
- Discussed need for written procedures and what is written in the by-laws relating to use. This should be an agenda item in the future to review and write a policy.

Traffic Calming

- Kirke has talking with Mike Murtaugh and considering things like street trees and possibly a sign at the "gateway" to the Village – perhaps located near the Verizon box.
- Other ideas are rumble strips, half traffic circle at Cockey Lane,
- There was some discussion if this type of project is appropriate for the association or a project for residents of the Village Center.

Meeting adjourned 8:30.