

CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

February 14, 2017

Submitted by Terry Babb

In Attendance: Mary Gregorio, Judy Harrald, Terry Babb, Rob Todd, Martha Hamlyn, Jim Richardson, Steve Friedberg – Kirke Harper was attending Talbot County meeting but arrived later.

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

Meeting started with discussion of new mail delivery person in training. Agreed in the short term that we should put up signs if there is mis-delivered mail to please put it back in the out-going mail box and not leave it laying on the counter.

Minutes from December 2016 approved with motion by Rob, seconded by Judy.

Treasurer's Report

- Steve Friedberg has agreed to be "shadow treasurer". Judy has been on the board since the beginning and Steve will be ready to step in when she goes off.
- Current balance in checking account is \$29,257.72. The endowment fund balance is \$51,423.06 and the money market fund balance is \$42,131.71.
- The endowment fund received a contribution of \$1,000.
- Judy reviewed her income and expense statement. There was discussion of how information might be shown so we would know where we are as a comparison to the past. It was noted that our regular checking account seems to hover between \$26,000 to \$30,000. The donation from Patti is what has made the difference and we will spend most of that on the renovation budget.

Renovation Budget/Prioritizing

- Judy's expense statement reflects renovation budget that was worked up with Kirke. She asked that these projects be prioritized so if we find our estimates are low we can come back and pull from something else to make up the difference. As an example the estimate for electrical is \$6,000 but we only budgeted \$2,600.
- A good way to look at doing this is to organize what we can do ourselves and what we have to budget for others to do. Some examples, Jake feels we can do all the plumbing ourselves except for septic; electric has to be done by an electrician; insulation could be done by us unless we do foam.
- Rob asked about issue of going over 50% of market value and having to meet existing codes. This affects things like R values for insulation.
- The building committee will start getting estimates to foam the roof and floor only and then an estimate to foam all of it. We don't have ventilation in the roof system so we want to insulate the roof and not the ceiling.

Kirke Update

- Mary reported for Kirke that Ann Morris has said we are a go for septic permit when we have signed contract for hauling. Kirke is recommending we approve Bridges estimate for tank install of \$3,000 and contract with Tyler for pumping 2 at \$400 each pump. Rob motioned we proceed with Kirke's recommendation, second by Jake and motion passed by vote.
- Kirke arrived after his Talbot County meeting. Bill Wolinsky advised Kirke they are looking again at the living shoreline project. Kirke reminded them they had not resolved easement issue with Dawn and Mimi.

Building Committee

- Jake will get estimates for insulation and also pricing on a shower stall.
- Rob asked about the building permit process and how we will get all the information together and the timing. Mary said Lane Engineering has done some of this and Kirke is working on the septic and zoning change which are steps to the permit.
- When Kirke arrived he said changes to site plan were turned in Friday (2/10). He spoke to county and we think we have given them everything they need to start moving to a building plan – if they don't ask for any changes.
- The site plan is for zoning change – we need drawings for building permits. Jake will talk to Will about handling the building permit process.
- Jake, Will, Rob, Kirke will look at the renovation budget and come up with a plan of what we will spend next 6 months with priorities

Program Committee

- Sunday Feb 19 is Poetry Night.
- Committee is meeting later this week to plan more events. Spring General Meeting/Potluck should be scheduled for March or April.

Miscellaneous

- Rob will organize a meeting to update email, phone and birthday list
- Jim pointed out that the neighbor had just done a lot of trimming and it would be good time for us to do trimming as well.
- Discussed conversation Rob had with exterminator that was next door and whether other neighbors might be impacted after all the clean out and trimming.
- Kirke has had more discussions regarding the speed change. Although there will not be any extra enforcement, the county is open to traffic calming ideas. Possible things like rumble strips, gateway tree planting, etc.

Meeting adjourned 8:30.