

Claiborne Association Board Meeting
February 19, 2026

In Attendance: Rob Todd, Phil Sayre, Jennifer Shea (by phone), Terry Babb, Susan Cooper, Maura Bollinger, Steve Friedberg, Martha Hamlyn

Letter to Sheriff Gamble

Rob prepared a suggested letter from the Board. Board agreed it would be signed by Rob on behalf of the entire board – after he runs it by Josh and James first.

January Minutes

Approved with correction made to add Maura and Steve as being in attendance.

Program Committee

- Busy January – concert, Marty Bollinger presentation, soup/movie and pop up pizza. February plans include another concert, another soup/movie, possible sing-a-round as well as a new idea for a “potato topping” dinner.

Treasurers Report

- General Operating = \$23,158; Building Reserve \$15,210 (bank CD); Endowment \$196,374. The \$3,100 annual appeal donation transfer to endowment investment is in progress.
- Tax letter acknowledgements have all been sent by email. Phil suggests using US Mail in the future even though there is an expense because emailing became complicated.

Nominating Committee

- Mary Gregorio, Kirke Harper and Sarah Sayre have agreed to be the nominating committee.

Endowment Withdrawal Policy

- The fund is now getting close to \$200,000. Maura said that Marty is drafting up a policy for board review for any future withdrawal that might be needed.

Budget – General Discussion

- Discussed at length new budgeting format and detail needed to complete. Most missing information is for special projects – which are ideas to then be prioritized.
- Susan will update the new format over the weekend and distribute so missing details can be gathered and inserted.
- Building Repair and Maintenance includes a \$3,000 contingency for unexpected repairs; maintenance contracts for HVAC and Mitsubishi (Comfort Plus); Generator (Travers Electric); Fire Extinguishers (Patchett Fire Protection); Grounds Maintenance (Rob spoke to Priscilla and Janet and suggests \$2,000), Electric \$2,180; Septic is -0- every other year.
- Hall Design special project should be a separate category, including sound, art gallery ideas, history, oral histories.

- Welcome Committee is a short term social engagement. Brochure would need occasional updating as information changes but only about 25 copies at a time would need to be printed. Pixel Print has reasonable cost for small jobs.
- Website Maintenance covers Network Solutions \$275 every 5 years and needs to be paid in 2026; and Wix Hosting for \$270 every 2 years.
- Tweak numbers at the March meeting for presentation to membership at Spring General Meeting.

Meeting Adjourned 8:15. Next meeting March 19, 2026.