

Claiborne Association Board Meeting
January 16, 2025

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

Minutes: November minutes distributed in advance. Jennifer requested amendment to clarify that it is the Star Fleet sailing group that will use the Hall. This event was approved and is sponsored by 4 residents. Motion to accept minutes as amended and minutes were approved.

Treasurer's Report

- Year-end fundraising was a great success totaling \$27,925 with 30 households donating. Endowment challenge grant was met and will increase to \$150,000 once the funds are transferred to the investment. Mike mentioned he and Jeanne were having difficulty getting their employer match donation approved. Following the meeting Maura checked with Guidestar and discovered we are listed but Mission Statement is missing. She was able to edit our profile and add Mission Statement. Hopefully this solves the issue.
- Building maintenance account is down to \$1,794 because of a \$1,402 bill for an electrical issue. General Operating is now almost \$12,000 thanks to our fundraising.
- Maura questioned why we have the 2 separate accounts – Building Maintenance and Operating. Martha said that during the construction phase there was a Building Construction fund that turned into Building Maintenance. There are no bank fees for the 2 accounts but at some point they could be combined to simplify.
- Phil and Mike are working to send out year-end tax letters (by email) to donors.
- Suggestion was made to put a banner on the Challenge Grant thermometer sign “Thanks – We Did It” as an announcement to the community.
- Will moved to accept the Treasurer's report with second from Martha and so approved.

Building Committee

- Will explained the electrical issue and resulting invoice from Travers Electric. It was initially thought to be a generator issue but it turned out to be the old (1965) electric meter socket that was failing and had to be replaced. While they were here they serviced the generator.
- The starter battery on the generator only lasts a couple years so Will is recommending we sign up with Travers for annual service at \$280. Every other year we would need to replace the battery so for budgeting it would be an average of \$350 a year.
- The Mitsubishi units aren't working and service call has been placed with Comfort Plus. We have had problems with these units in the past and Will is recommending we include them in a regular yearly service contract. When Comfort Plus comes to repair Will can get a price.

Development Committee

- Jennifer spoke to Libby ahead of the meeting and she would like to plan for 2 appeals a year to create awareness and grow the Endowment.
- Phil suggests a thank you to Libby for organizing the campaign and achieving this milestone. Mike will prepare a card and leave it for board members to sign.

- Will recommended we be careful about the timing of fundraising appeals so it's not like we are announcing "we did it" and then coming too soon with another ask.

History Project/Welcome Committee

No update at this time.

Program Committee

- Coming up is Soup and Movie on Wednesday, a concert on Sunday and then a potluck the following week.
- Martha brought up a growing concern of how to clarify when an event is for community only. The Clarion now goes to 200 emails and many are outside the community. Some events are open to outsiders (like concerts) and some are necessarily not. Mike suggested the Program Committee discuss and report back to the board.

Gardening/Grounds Maintenance

- Libby generously provided the front gardens and we need to find a way to continue the maintenance. Mike will talk to Jim about a sign to request volunteers for a working committee, or someone to organize a community "grounds maintenance day".
- Suzanne mentioned that expectations when working with community volunteers will be very different than scheduling a work crew. Jennifer will talk to Libby.

History Signage

Will reported Kirke is proceeding with Voices of the Chesapeake for a \$5,000 grant. Mike will send Kirke an official note of support from the Board, Kirke then sent out complete details, incorporated as part of these minutes:

Thanks, everyone. The application has been submitted and acknowledged. The review committee will meet in February and make recommendations to their Board. Award announcements are also scheduled for February.

We asked for a grant of \$5,000 and we made a commitment to match that with \$3,900 in cash plus in-kind matches of labor and materials totaling \$5,858 from us and our partner organizations, for a total project estimate of \$14,758. The partner organizations so far are Talbot Parks and Recreation and Talbot Business Development and Tourism. We hope to add the Talbot Historical Society, the Chesapeake Bay Maritime Museum, and possibly others. The grant would be from the Stories of the Chesapeake Heritage Area. The Claiborne Association is committed to contributing \$3,000 cash.

The project would produce an interpretive plan for Claiborne's historic waterfront area and 3 interpretive signs explaining the 2 ferry systems and the importance of the wetland. The signs would be made of high pressure laminate, cost about \$1500 each, framed with black aluminum, bolted to the Landing surround, and cantilevered out over the water. It's a style used on the St Michaels walking path and by the National Park Service. The signs would have an embedded QR (quick response) code linked to the Association's website where additional information would be available.

It should be a fun project and one other communities could use as a model. Thanks for your support.

Miscellaneous

- Jennifer brought up communications among board members if something significant occurs outside of regular meeting, example the electrical issue. In this case the proper person was notified quickly and issue fixed so it wasn't anything on-going or disruptive to use of the Hall.
- A bill for \$150 was received from Pixel Print for "mailing". Phil will check with Pixel and pay it if it hasn't already been paid.

Next meeting February 20, 2025, 7 PM. Meeting Adjourned approximately 8:15 PM