

CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

January 8, 2019

Submitted by Terry Babb

In Attendance: Rob Todd, Steve Friedberg, Terry Babb, Bill Sewell

Minutes

November minutes distributed by email in advance and approved by motion from Steve, second by Bill and unanimous vote.

Treasury Report

Steve reports \$7,385.27 in the checking account as of 1/8/19 and \$35,252.09 in the money market as of 12/31/18.

Meeting with ESLC/Energy Backup

- Rob and Jack Harrald met with Jim Bass, Eastern Shore Land Conservancy and Urban Sustainability Network, and Jeff Oxnam, Microgrid Solutions, on December 18 to discuss possible funding source for emergency backup power at the hall. Jeff will do an energy audit review based on how the hall is being used and also looking at its future use as an emergency recovery center.
- There is the thought of going solar with battery backup but we don't have enough use so it will probably make more sense to have a generator fueled by propane. We already have a propane generator to operate the well that needs to be connected.
- Once we get a recommendation from Jeff we are hoping for a grant to fund the generator for the building.

Old Business

- Miracle House Drainage: The county is working on additional drainage culverts to prevent water backing up on Miracle House Circle.
- Bricks: Kirke got the list from Judy for the bricks that have been ordered. We are taking additional orders and then these new bricks will replace some of the blank bricks in existing walk.

Endowment Funding

- There has been discussion of a method to add to the endowment fund. One thought is taking a set percentage of future donations, like 5 to 10%.
- We also need to consider that general operation of the hall requires \$5,000 to \$6,000 per year. Need to consider if it would be better to collect that amount first so we are sure we can pay the necessary bills. In this way we would wait until end of fiscal year to decide an amount to move to endowment on a one-time basis.
- Phil Sayre is putting together some literature to explain the endowment fund.

Budget and Building Update

- Review of Rob's on-going budget shows that if expenses stay under control there is \$38,000 available. After setting aside an amount to jumpstart the next fiscal

year. It leaves \$35,000 for renovations. Current budget anticipates almost \$32,000 in renovation expenses for this year.

- Rob went back and analyzed where we went over budget last year. It was a mixture of things that went over our estimates as well as some unexpected items that came up, amounting to \$13,000 of overages.
- Our building permit expires March 26 and will need to be renewed. Will said he would take care of it.

Program Committee

No one to report on program committee. The Riverkeeper meeting in December had to be rescheduled to January 18. Movie night starts January 8.

Audit

Rob asked if we should consider an audit of the association's accounts this fall once the renovation is complete. The purpose isn't related to process or recordkeeping but just financial transparency since the association has raised a considerable sum of money. There was discussion of an outside audit and what it would cost. The purpose of any audit isn't a concern of the process or recordkeeping but just financial transparency. The idea was tabled without a decision. Terry mentioned she thought that a couple years ago there was an internal audit committee set up.

Meeting adjourned 8:00 p.m.