

CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

September 10, 2019

Submitted by Terry Babb

In Attendance: Kirke Harper, Rob Todd, Terry Babb (substituting for Jim Richardson), Bill Sewell, Abby West,, Suzanne Todd, Mary Gregorio.

Kirke called meeting to order at 7:10 p.m. September 10. Introduced himself as new President and Brian Boos as a new board member and thanked the returning members. Brian was not able to attend.

Minutes

- July minutes distributed by email in advance and approved.

Treasurer's Report

- Steve was away but reported checking \$2,725.41 and money market \$35,340.86.
- The endowment fund has approximately \$61,000.

Program Committee

- Suzanne reported on the "impromptu potluck" on the Monday of Labor Day holiday. There were approximately 25 in attendance.
- A monthly Monday night potluck was suggested – until Wednesday movie night starts in January. The first movie night each month has been a soup and movie.
- Jim and Martha are due back around October 12 – consider the Saturday after for potluck.
- Kirke suggested trying a September crab dinner, Halloween event, contra dance.
- A music group is being scheduled in December and that will be a contra dance.

Building Committee

- Kirke reported visible progress on the ramp. Building permit expires in November. Goal is to close it out by then if the walkway won't be an issue.
- Septic holding tanks were pumped and both were full. Either used more water than realized or possible an infiltration leak. It's been 14 months and the tanks hold 4200 gallons. Tyler will come back after a rain and see if there is infiltration.
- The water was inspected and got a good reading.
- One of the exit lights isn't working and Will is calling an electrician.
- Rob has called the fire marshal asking about inspection. Once we have final on the building Rob will call and schedule with them. In general if events are for more than 100 people then panic hardware on the doors is required.
- Fire extinguishers need to be mounted every 75 feet – for example on a 150' wall a fire extinguisher would need to be mounted in the middle. Rob will do some measuring and then get our current ones recertified.
- Kirke will send a letter to the health department that the septic alarm is in and we will also get a certification the water has been tested.

Old Business

- Still nothing available on single stream recycling program.
- Website update to be carried over to October.

New Business

Kirke's contact Gretchen Harrison is helping with state funds for generator.

Jim Bass, member of an Urban Sustainability Network is looking for an operating manual for how a resiliency center can be prepared. Talbot County just sent out an emergency checklist. Maybe they have information they could share.

Mary wants to help assemble a first aide kit – a backpack “traveling kit”. Mary specifically mentioned needing sterile water.

FEMA has a documentary “Before the first responders arrive”. Kirke mentioned as an example if a tree fell – need things like caution tape, cones.

How can we store all these items? Kirke thought about an old box truck body with a roll door that could be used for storage. Discussed putting up some wire shelving. Mary has some shelving at the gallery we should look at first.

Flu Shots/Blood Drive – Mary wantd to check in to see if there was interest in having someone from the health department come to the hall and do flu shots. Abby had also wanted to schedule the blood bank and that could be scheduled now that we have a bathroom.

Grand Opening/Finale Celebration – Rob had the plaque prepared and it has a 2019 date.

Budget Worksession - the next couple of meetings Kirke would like a budget work session and if we want to move funds from one area to another. For example the orchard and sidewalk are 2 big items. Might be able to get fruit trees through the Choptank program and then we could free up some money for hardscaping. Jim is on the orchard committee so when he returns he can check with Choptank. The plans show some bushes along the ramp. Also look at shifting some money to fix the front steps.

Question: Next meeting would normally fall on October 8. Consider delaying for a week so Jim will be back?

Motion to adjourn at 7:45

