

## CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

October, 2017

Submitted by Terry Babb

In Attendance: Rob Todd, Kirke Harper, Steve Friedberg, Terry Babb, Bill Sewell, Abby West, Jake Flory, Pat Flory, Jim Richardson, Martha Hamlyn

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

Minutes from September 2017 approved by motion and vote with correction noted by Kirke.

### Treasurer's Report

- Steve prepared a handout showing balance of \$42,173.64 in money market and \$12,984.60 in checking account as of 10/24/17.
- The board reviewed the handout showing receipts and disbursements from September 12 through October 17.
- Pat asked about the Program Committee budget and there is \$1,000 remaining.

### Program Committee

- There is a concert scheduled for November 10 through Busy Graham – Maggie and Cassie MacDonald an award winning duo from Nova Scotia. They have a \$400 guarantee, higher than the normal \$300.
- Movie Night will begin in January on Wednesday with soup the first Wed of the month.
- There is a question whether the Hall will be in shape in time for Christmas Potluck/General Meeting scheduled December 16. Steve offered Maple Hall as location if needed.

### Building Committee

- Building Permit is in hand.
- Will is working on the State Roads permit for paving of the parking space. It can't be done until spring because of the temperature. We can still start on the ramp and put posts in and then they can pave to the posts and have a nice clean edge.
- The Kuperbergs sent the plumbing fixture list with everything needed to finish the bathroom, including in-line water heater. Kirke and Jake need to review with them.
- Will and Jake are getting materials delivered and will schedule a work week. Tim Green is ready to start HVAC. Electrician will come in after the walls are built.
- Will has a door for the back wall so the door can go in even though it can't be used until deck built. Jake will check to see if it needs a crash bar.

### Membership

- Kirke sent out an advance suggestion for the By-Law change to honorary and associate memberships.

- After discussion, Kirke will re-work the change for review at the November board meeting. The By-Law change will need to be introduced at the December General Meeting so it can be voted on at the Spring General Meeting.

#### Budget and Tracking Finances.

- Rob prepared a report to use as a starting point going forward to track Income/Expenses, the annual budgeted amount and if we are over/under budget.
- Martha will review how many shirts are left so we can keep better track of the cost of the shirts versus income.
- We are estimating \$74,000 to finish everything in the building. Decisions will have to be made as items come up that are not in the budget or if an item goes over budget. For example the off-street parking space is not in the budget – but the sidewalk probably won't get done this year.
- Suggestion was made that if we do find we are short of funds, rather than hold up finishing the building we could consider taking a small loan – or have a membership loan program.
- There was a question if we are paying Choptank for the lights at the Landing – Rob will call Choptank and ask.

#### New Business

- Discussed the need for fundraising ideas. It was generally thought that we didn't want to do fundraising at the Holiday Potluck, although it is good to do a reminder for year-end charitable gifting.
- Bring fundraising ideas to the November board meeting – next meeting is Tuesday, November 14.

Meeting adjourned 8:15.