

Claiborne Community Association

Minutes of meeting 5/24/07 at the Harrald's

Present: Judy and Jack Harrald, Betsy Desjardin, Kirke and Linda Harper, Dan Higgins, Jim Richardson, Phil and Sarah Sayre

Assignments:

Kirke	<ul style="list-style-type: none">▪ Check mail box, tally survey results▪ Send email addresses to committee▪ Meet with Jim and PO contact
Jim	<ul style="list-style-type: none">▪ Call PO contact toward setting up meeting with Kirke▪ With Kirke set up boundaries of "community"
Dan	<ul style="list-style-type: none">▪ Ask John Moore if we should write letter of intention to church authorities▪ Set up walk through of church with Jeff for feasibility study▪ Get copy of Neavitt 501c3 as model▪ Talk to CPA
Judy??	<ul style="list-style-type: none">• draft of bylaws and mission statement
Barbara	<ul style="list-style-type: none">• Explore Claiborne Picnic dates• include survey results in next Claiborne Clarion

Meeting opened at 7:10 p.m.

Kirke reviewed the meeting of May 3, 2007, focusing on three areas:

- Transition of the Post Office
- Formation of a community organization as a 501c3 corporation
- Exploration of use of Methodist Church as post office/community center

1. Post office

- Short term goal: (within a year) transition releasing Jim and Martha from responsibility for the PO
- Survey has been sent to all postbox holders. Early results show overwhelming support:
 - Voting yes to keep post office in Claiborne: 35 yes / 36 no
 - Willing to help (giving \$ or fundraising): 30 yes / 36 no
 - Willing to volunteer to work in PO: 12 yes / 23 no(uncounted surveys to be added, numbers may vary according to number of people sharing survey sheets, some people are away)
- Complete survey results will be published in next issue of Claiborne Clarion
- Volunteer concerns:
 - Goal: within a year have volunteers covering what Jim and Martha do: 5 half-day shifts, Tuesday, Wednesday and Saturday am.

- Important: keep in mind needs and desires of Nancy Clark in scheduling
 - Martha will provide training for volunteers
- Barbara has offered to be manager (order stamps, some paperwork, deposit money, etc), but volunteer coordinator would manage day to day scheduling of volunteers
- Kirke met socially with US Postmaster General, John Potter, who expressed support for maintaining contract post offices in small communities; Potter offered to help if needed (!)
- There will be no physical changes to the current post office until we find out about the church

2. Community Organization:

- Jim spoke to Beth Jones of the Bay Hundred Foundation
 - She is “firmly behind” proposal
 - She inquired if we needed money/legal help/advice in setting up 501c3
- Bill Davenport and Bruce Witzy were suggested as resources for funding grants
- Dan will contact local CPA for advice on 501c3 (Linda also may have pro bono attorney if needed)
- Kirke has downloaded the bylaws of other civic associations for models and found “Association of Maryland Nonprofit Organizations” for help (they offer courses and provide paid services, e.g., taxes)
- Immediate action: mission statement, bylaws and membership elections
 - Area served by post office will get mailing of information and offer to join at \$1.00 per adult over 18
 - Barbara will explore Claiborne Picnic dates
 - At picnic, assembled voters would ratify bylaws, elect officers
 - Application for incorporation could then proceed

3. Church Liaison Committee:

- Dan reported that John Moore unofficially suggested deeding church property to Claiborne Association, with the proviso that they may have services at least every 5th Sunday of each month and possibly other days. (The Neavitt church holds the deed, but authorization would come from superintendent and bishop)
- Dan will inquire whether a letter would be useful and to whom it should be sent
- Inform/get support of abutters and other interested parties
- Dan will set up walk through of church with Jeff Desjardins for feasibility study of structure: address questions of needed repairs, accessibility potential, long term soundness, short and long term expenses, liability, suitability
 - Church has electricity but no plumbing

- Composting toilet and gray water disposal are proposed, Mike Kabler has successfully gotten permits locally (if permits needed given percentage of change made to building each year) and Beth Jones recommended Jack Fischer of Neavitt (retired from US geologic survey) re: alternative septic systems

Next meeting: June 21, 2007, 7:00 p.m., at the Sayre's

Meeting adjourned at 8:40 p.m.

Respectfully submitted,
Sarah Sayre