

CLAIBORNE ASSOCIATION BOARD MEETING - MINUTES

January 8, 2016

Submitted by Terry Babb

In Attendance: Mary Gregorio, Kirke Harper, Terry Babb, Rob Todd

Meeting called to order 5:35 p.m. Minutes from December board meeting approved by vote.

Treasurer's Report

Judy was not able to attend but emailed on January 13 the current bank balance is \$41,548.39.

Endowment Gift

- Purpose of this meeting is to discuss the Sunday gathering to announce the endowment that Patti Cruickshank Schott has left to the Claiborne Association.
- Since the Board can only initiate projects that are approved by the general membership, recommendations will be formalized and sent out in February with a goal of having a membership vote at the general meeting in March.
- Kirke will finalize the list of everything that needs to be done at the hall – cost and timeline including permits.
- Discussed endowment funds in general and any costs to administer.

Finance Committee

- Discussed need and structure for a finance committee going forward.
- Rob said his church finance committee had appointed members and then each head of the other committees was automatically a member and that gave a good representative mixture. In our case that means the Program, Building and Communication Committee Chairpersons and the Chair of the Board would become members of the Finance Committee along with 3 appointed members

Vision Statement

- Had general discussion of the community vision/purpose of the hall and the need to clearly articulate it as we move forward with receiving donation requests and making decisions on how money will be spent.
- Kirke will pull this together from what has been written in various proposals in the past for our review.

General Updates

Kirke reported that he is continuing to work on the gift agreement with the Bay Hundred Foundation and relationship with donor who enabled the purchase of the hall. Mary and Kirke discussed meeting with the donor to bring them up to date on the status of the building renovations and our current financial status.

Kirke continues to work with Ann Morse with the Health Department regarding the exception for us to have a holding tank rather than a very small septic system. The holding tank would allow a kitchen and full bathroom that is needed to function as a resiliency center. This seems to be moving in a positive way.

Rob reported on the Clarion editors scheduled through July. Need to fill August, September, October, November, December. The café is staffed Monday through Thursday through January. Working on February schedule but it has been very slow and may fade away.

The birthday list is an on-going process to keep up to date. Rob has current list and will pass the birthdays on to the monthly Clarion editor. We should include a statement in the Clarion at the end of the birthday list to please contact us with any additions.

Discussed Claiborne website and including a "Donate Now" button. For right now we should add the Association address for sending a check.

Discussed that the notes from our General membership meetings have not been posted on the website. Terry will review the general meeting notes she has and send them to Pete to add to the monthly meeting notes.

Rob asked about the car donation and how we were going to move forward to complete the sale. It seems that the cleanest way to do it is get it to an inspection station and have a list of what needs to be done to get it through inspection and then send out an email to see who is interested. Since the car is not tagged it may need to be towed.