

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
01-15-03
5:00 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, Alice Boynton, Barbara Hitchcock and Kathie Iannicelli.

Meeting called to order at 5:10 P.M.

A question was raised about the meter reading on the MISCA house. Jenn already reads the MISCA House meter. She will begin reading the Post Office meter for clarification.

Doug has spoken with Chris Swain from the D.E.P. about a heater for the basement under the Post Office. Chris isn't enthusiastic about a propane heater but will consider an electric heater for next winter.

Doug met with Beth about a possible Community Development Block Grant for Innovative Housing. We could apply for up to \$400,000.00. MISCA needs local government approval. We can apply for \$25,000.00 for rehabilitation of each apartment and \$170,000.00 to help pay the difference between market value and the resale price of the apartments. We can also apply for a down payment to purchase a second house. The application is due February 7, 2003. The awards will be announced March 14, 2003. Mike Barron is involved with the CDBG project. He has worked with Monhegan organizations in the past. He likes this project and believes it fits the CDBG requirements. We need to publish our intent to have a Public Hearing in one paper and hold the meeting on Monhegan. Doug will place the ads tomorrow. When he has confirmed the advertisement, MISCA will post signs locally. The meeting is tentatively scheduled for Wednesday, January 29, 2003 at the Schoolhouse.

Doug met with someone at Camden National Bank about doing some publicity work for this project. There will be a panel discussion on May 31, 2003 at an opening for Eric Hopkins. Doug will be on that panel.

Tralice sent a thank you note to the assessors for providing MISCA with a letter of support. The letter of support was included with 501(c)3 materials sent to the IRS January 2.

A motion was made to pursue the CDBG grant application and to ask Beth (at the Genesis Community Loan Fund) to start working on that application. All Trustees present voted in favor of motion.

Beth has been working on a predevelopment loan for \$20,000.00 and a capacity enhancement grant for \$20,000.00 through the Maine State Housing Association. We

have unofficial approval of this but we need 501c3 status and a lease and an intent-to-lease letter from the people in the condos.

A motion was made to pursue the Maine State Housing Association loan and grant. All Trustees present voted in favor of the motion.

We have received \$1,400.00 from the Maine State Housing Technical Assistance Program. Beth applied for this and sent the bill for the work.

We received a bill from Luke Church for the septic system work he has done behind the MISCA house. The bill is very unclear. In the future, we will ask bills to be presented with a breakdown of price per hour, hours per day, and people on the job. We will also ask that machinery work and materials will be listed separately.

A motion was made to allow the Treasurer to use reasonable and customary discretion in paying bills totaling up to \$500.00 each month. This will allow her to pay routine bills such as postage, office work and supplies, electricity and other like expenses without having to get Trustee approval. All Trustees present voted in favor of the motion.

Warrant #001-2003 for \$6085.87 was signed.

We need the drawings of the MISCA building and the survey in order to continue with the Condo Association process. The surveyor will be here next week.

The lawyer has sent us Lawyers Title Insurance Policy and the original deed for the Bell Property.

A question was raised about raising future money through taxation. Is this something we want to pursue now? This would mean the possibility of going to the State Legislature. A decision was made to contact Chris Hall. In the meantime we will table this idea.

Jessica would like permission to take our books for a consultation with Josee Shelley of the Island Institute. A motion was made to allow Jessica to consult with Josee. All Trustees present voted in favor of the motion.

Alice reported that Mo Oberman has sent the stationary with our new letterhead to the printer. The bill and the stationary will come directly to us.

The meeting was adjourned at 6:30 P.M. The next meeting is on 01-30-03 at 5:00 P.M. at the Library.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 2-24-03

Date Accepted: 4-27-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
1-30-03
5:00 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, Peter Boehmer, Alice Boynton, Barbara Hitchcock.

Meeting called to order at 5:25 P.M

Minutes from 11-08-02 were read and accepted. Minutes from 12-31-02 and 1-15-03 were read and accepted with amendments.

President's Report: We still need 501-c3 approval. Grant/loan was approved.

Beth has applied for a Maine Realtor's Association Grant. Doug passed a copy of this to Jessica. This is the third grant we have applied for that has not gone through the Research and Review process prior to application. A suggestion was made to work on process to allow Genesis Foundation to pursue grants in a timely manner. This will be addressed at the next meeting when members of the R & R Committee are present.

Doug has worked on Trustee's Insurance. He suggests Trustees get together to work on the Condo Association. He could meet with Tralice and Richard. No time or date scheduled.

Measurements have been completed for a blueprint. They will be sent to us by Saturday.

Doug gave two articles to Jessica for the CDBG application. We need a copy of the Public Hearing advertisement for the application. We also need the front page of the appraisal.

Doug did an estimate of work that needs to be done to the building (plumbing, electricity, doors, etc) with Beth.

Money for a project manager is available. We need to put this out for public interest.

Tralice will call Jen and ask her to read both the building meter and the Post Office meter. One of the Trustees and the Treasurer will meet with Gretel to try to figure out the electric bill.

Peter brought up the question of communication. Richard will send copies of articles from the New Monhegan Press about MISCA to Jessica.

Kathi and Pamela will work on designs for the lower apartment.

Doug has spoken to Beth. Genesis may make a separate fund for Island work. He suggested she speak to someone at the Island Institute.

The question of what to call this property was discussed. For the time being we will refer to it as the MISCA building.

Treasurer's Report: expenditures	\$41,061.77
Revenue	\$68,960.76
Balance	\$27,898.99
Grants/donations	\$65,444.10
Commitments	\$10,000.00

112 members raised	\$ 2,800.00 (fees)
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Loan payment varies from month to month because of number of days in month.

Warrant 002-2003 was signed by all Trustees' present for \$1,208.93.

We need to report August and September tax information by February 15th. Jessica will talk to Ed about the 990 EZ form.

There will be a meeting to work on the Condo Association 2/6/03—weather permitting. The next meeting is on 2/11/03 at 5:00 p.m. at the Library. Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 4/2/03

Date accepted: 4-27-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
2/13/03
3:00 p.m. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Billy Payne, Pamela Rollinger, Jessica Stevens, Barbara Hitchcock, Kathi Ianicelli, Susan McDonough.

Meeting called to order at 3:10.

President's Report: We met with Gretel and straightened out the electricity. The bill was reduced from \$350.00 to about \$50.00. The Odom's house and the Post Office have been taken off of our bill.

The CDBG application was submitted on time.

Doug is submitting the insurance information.

501 c-3: Daniel Drague told us we are being denied for the same basic reasons—low income must be defined, income must be a criteria in the application and as an eligibility requirement, class of eligible people isn't large enough, it appears we're trying to keep housing from summer residents. He will write a letter with these concerns within the next two weeks.

Jessica will call Matthew Skolokoft about their IRS paperwork to see if we can get any leads.

Ted Hoskins would like Doug to attend the Fisherman's Forum (February 27-March 1) to speak on a panel of Grass Roots Island Organizations. Doug won't be here but Jessica will go. Kathi may be inshore and able to attend as well.

Discussion ensued about the 501 c-3 process and the CDBG application. Jessica will find the Isle au Haut and Frenchboro information for us to compare. Susan will get the MERS information.

We need to work on Condo by-laws and declarations. We have a document from a lawyer with his recommendations for a Condo agreement. We are waiting for the snow to melt so Carl Olson can do a survey of the property for the Condo by-laws and ground lease to be finalized. We need a couple of meetings to finalize this process.

Land Acquisition Committee meeting at Richard's house, 9:00 a.m., Saturday, for Condo work.

Research and Review has not been getting grant information—what can we do to make this process better? We will send Beth (at Genesis) Susan's email address. Beth can then

send the information to Susan before the application is filed. When we know of a grant we're interested in, we need to send the information to R & R immediately. Doug will send a letter to Beth asking that all information be sent to Susan and Billy (R & R) and Doug and Jessica.

We've received a letter about the loan/grant. We have been approved for \$16,100.00.

Treasurer's Report: Rent is up to date. No warrant this week. Former warrants that were not recorded in minutes:

003-2002	\$ 5.00	October, 2002
004-2002	\$21,703.40	December, 2002
005-2002	\$ 1,868.75	December, 2002
006-2002	\$ 2,498.75	December, 2002

Doug will call Tom Chappell to determine the nature of this donation.

We received the letterhead and stationery. We send a huge "Thank You" to Mo Oberman for his design and his work in implementing the order.

Thank You's: Doug will write them for \$300.00 donations and higher. The membership committee will write them for \$300.00 and below. They will also acknowledge memberships. Kathi will respond to grants.

We have received the second Maine Technical Assistance Consortium Grant. Tralice will fill out the evaluation form.

501 c-3: We do not have to notify donors over \$250.00, technically they need to ask.

Jessica would like a revised copy of the individual donor policy from the Research and Review Committee. Billy will look into this and respond.

The next meeting is not scheduled at this time. Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Pamela Rollinger
Secretary

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
04-02-03
4:00 PM at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Jes Stevens, Alice Boynton, Kathie Iannicelli

Meeting called to order at 4:08 PM.

Mail was looked at that had accumulated since the previous meeting.

A letter was received from the IRS explaining that the IRS will be denying MISCA's application for tax exempt status unless MISCA's response to the letter can convince the IRS otherwise. The IRS argues: MISCA "doesn't benefit the poor" and "doesn't serve enough people." Discussion. Doug has talked to Islesford residents who dealt with the IRS over the same issue. There seem to be two avenues of recourse: political letter writing or hire a lawyer. There was a question of how much time we have before we must submit a response to the IRS. Copies of the application and correspondence with the IRS will be made to send to a couple of people who might be willing to help move this along. On Monday, a meeting on the subject of 501c3 will allow the Trustees to regroup on the IRS subject, possibly with further information. The surveyor will also be here on Monday. Discussion

Tralice reported from the Membership Committee. (1) Meeting in November came up with issues to be dealt with in the By-laws: spouses of children of residents are currently excluded as potential MISCA members (according to the By-laws) but have made membership contributions. (2) Tralice, Jes, and Jenn had worked on a postcard, originally intended for thank you notes. Then, MISCA's official stationary arrived. Tralice suggested we print the cards up anyway, possibly for sale. It was voted to go ahead with the project. (3) Money was requested to cover postage on thank you notes. The expenditure was approved. (4) Further discussion re. thank you notes and membership. When the MISCA membership solicitation letter was sent out (Sept '02), the potential member mailing list was not complete. We need to find out who was missed and develop a complete list. Also a "friends of MISCA" list should be developed to be ready for fundraising when we have our tax-exempt status.

Discussion re. ideas and getting written pieces ready for fundraising meeting between Doug and Tom Chappell after Easter. They will be designing a MISCA brochure with the Tom's of Maine public relations person.

Financial: (1) Issue of separating electrical lines and separating water lines in MISCA House – hopes from Black Duck that this will be done by opening. (2) Two checks of \$5,000. have been received from Tom's of Maine. It was moved to accept this generous gift; all voted in favor. (3) M.B. Dolan's check has been deposited. Jes asked Josie

Shelley to write letter to accompany the gift (Island Institute is the fiscal agent). The letter was received. (4) Budget for the smaller condominium. Doug has given Victor a figure of \$10,000. (5) Jes reported that we have \$37,409.79 in the checking account (once the Tom's of Maine donations are deposited).

Condo #2: (1) Design proposed by Kathie for condo #2 was looked at – and got a positive response. (2) Doug talked about wiring/electricity separation and what to do in the interim. Discussion re. wiring, budget, windows, linoleum on floor, questions about sheetrock.

Plan for ground floor/retail space, condos, town office, storage space, and entrances. Discussion. Richard brought up the issue of the “town office” and whether it should be voted on at the next Town Meeting. A warrant has to be written and in the Assessors' hands at least one week before Town Meeting. It was moved that the “town office” space be offered to the Plantation (space – free; heating and electricity to be carried by the town). All voted in favor. The “town” can use the space as soon as it builds a wall as indicated in the drawing – separating the “town office” from the retail storage space.

Question: does MISCA want to ask the town for money for general support? Just a question. Little discussion.

Richard agreed to measure the store and proposed storage space to obtain accurate measurements for the upstairs apartment/retail lease (Barbara and Pam's request).

Discussion between Tralice and Richard re. condo bylaws. Doug asked for something to show a lawyer.

It was voted to extend the current rental agreement with Pam for two more months (May & June)- to allow MISCA to finish the condo agreement and have it checked by a lawyer. She will need this finished before she goes to the bank for a mortgage. A letter will be sent to Pam to extend the lease.

The meeting was adjourned. The next meeting was not scheduled.

Respectfully submitted,

Kathie Iannicelli
Member

Jessica Stevens
Treasurer

Draft Date:4-11-03

Date Accepted: 4-27-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
04-07-03
4:00 at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, and Barbara Hitchcock.

Meeting called to order at 4:10 P.M.

Doug gave a brief review of where we stand with the 501-c3 application.

General discussion about 501-c3 ensued.

We need to respond to the IRS denial of 501-c3 status by April 18,2003.

Richard will write a draft with general information about the island. Pamela will write a paragraph about the first MISCA housing project, addressing the two low-moderate income apartments, the town office and the reopening of the retail space and the laundry service. Doug will draft paragraphs addressing the lessening of government burden, safe harbor and facts and circumstances. The response needs to address why we believe we qualify for 501-c3 status.

Discussion about whether we should change the eligibility requirements to include low-moderate income. The Trustee's will vote at the next meeting.

Treasurer's Report: The Realtor's Grant needs a written response stating what we are doing with the money and when.

We received a bill from Beth at Genesis for \$1732.50 for work done on the CDBG grant application and for work done on the Realtor's Grant.

The next meeting is on 04-12-03 at 5:00 at the Library. Meeting adjourned at 6:00 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 04-26-03

Date Accepted: 04-27-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
04-16-03
5:00 PM at the Library

Present: Doug Boynton, Richard Farrell, Billy Payne, Jessica Stevens

Meeting called to order at 5:20 PM.

Billy announced his resignation from the MISCA Board of Trustees.

With Billy's departure from the meeting a quorum was no longer present. The meeting was temporarily adjourned from 5:45 PM until 6:20 PM awaiting a quorum.

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Jessica Stevens

Meeting again called to order at 6:20 PM.

For the purposes of obtaining IRS 501(c)(3) status, the MISCA By-laws may need to be changed to incorporate wording concerning the income level of registrant-applicants for housing. Discussion ensued concerning a proposed amendment to Bylaws Article 12, Section 12 (version 09/26/02). Doug and Jes presented wording changes.

A motion passed to accept the changes to Article 12, Section 12.3 (version 09/26/02) as recorded by the Treasurer today and which primarily concern the addition of "low to moderate income" as an eligibility requirement. All in favor.

A motion passed to change the eligibility requirements stated on the MISCA Registration and Application forms so as to mirror changes to Art. 12 Sect. 12.3 of the By-laws. All in favor.

Richard's draft response to the 03/28/03 IRS letter was reviewed. Changes were made based on a draft edited by Beth McPherson, Doug's further reading of the ICE manual, and further discussion. A final draft was produced. Doug will make changes on the computer. Jes will revise the By-laws and forms. The letter will be mailed April 18.

The next meeting is tentatively scheduled for Thursday, May 1, 2003. Time and location to be announced. Meeting adjourned at 7:02 PM.

Respectfully submitted,

Jessica Stevens
Treasurer

Draft Date:4-30-03

Date Accepted: 5-01-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
4-27-03
12:00 p.m. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, Barbara Hitchcock, and Victor Lord.

Meeting called to order at 12:00 p.m. Minutes from 1-30-03, 2-13-03, and 4-7-03 meeting were read and accepted with amendments. Minutes from 4-16-03 were accepted as amended.

The subject of relocating the bathroom in the first floor apartment was introduced. Victor outlined the options for relocation and the projected cost. Discussion ensued. Doug will speak to Matt Lagallo. A decision will be made at the next meeting.

Doug reported that the electricity between the upstairs apartment and the retail space couldn't be separated until after Memorial Day. Discussion ensued about electrical issues.

Jeannie wants to make some electrical changes as the Post Office. It was suggested that in the future she let MISCA know about any changes.

Victor disconnected the light near the back sink. He believed it was not in good working order.

A water heater needs to be purchased and installed so the two apartments can be separated.

Treasurer's Report: Warrant 005-2003 for \$4286.50 was signed. Checking account has \$34,315.42 balance. Camden National Bank is paid through April 30, 2003.

The option to extend the lease on the upper apartment needs to be formalized to extend the \$600.00 rent for May and June.

The next meeting is on May 1, 2003 at 5:00 p.m. at the Library. Meeting adjourned at 1:30 p.m.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 5-10-03

Date Accepted: 5-14-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
5-01-03
5:00 p.m. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, and Barbara Hitchcock.

Meeting called to order at 5:07 p.m. Minutes from 4-02-03 meeting were read and accepted as amended. Minutes from 4-27-03 were read and accepted as amended.

The 4th draft of the MICA (Monhegan Island Condominium Association) by-laws was worked on.

The Trustee's voted in favor of accepting the MICA by-laws as amended.

The Declaration and the Rider for the Declaration for MICA were worked on.

The meeting was adjourned at 8:00 p.m. No new meeting was planned.

Respectfully submitted,

Pamela Rollinger
Secretary

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
5-14-03
5:00 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, Barbara Hitchcock, Susan McDonough, Holden Nelson, and Helen Prince.

Meeting called to order at 5:10. Minutes from 5-1-03 meeting were accepted as read.

MISCA Building Update:

A new hot water heater has been installed for the upstairs apartment. The retail space will use this water heater. A five-panel set-up for electricity is being installed and work is continuing on the separation process. The Post Office needs a new floor. Doug is waiting for budget information before continuing this process. Doug has sent the Assessors a letter encouraging them to begin working on the new Town Office space in the former freight room. Doug has facilitated a clean up under the Post Office and the downstairs apartment. Richard has taken down the old Monhegan Store sign. Richard made a motion that the sign be offered to the Museum. All Trustee's voted in favor of the motion.

Holden spoke with Doug about the meat slicer, meat grinder and chicken roaster. Doug moved to give Holden the chicken roaster with the understanding that Holden would give a donation to MISCA. All Trustee's voted in favor of this motion.

Doug will be speaking at the Farnsworth on May 31st at a conference about "Island Living".

Doug has been speaking with Beth from the Genesis Foundation and a representative of Camden National Bank about loans for the apartments. The bank is committed to making this process work.

The idea of some sort of information brochure concerning MISCA was raised. Jes will send a photo of the MISCA building to Beth at Genesis. Susan offered to work on text for the brochure.

The leak in the roof of the storage room was discussed. Doug will give Pamela fiberglass to try to fix the leak.

Work on the by-laws continued. Tralice will send a corrected document of draft #6 to all the Trustees and the lawyer. The by-laws, the Declaration, and the Rider to the Declaration will all be sent to the Trustees and the lawyer.

The next meeting is on 5-19-03 at 5:00 P.M. at the Library. Meeting adjourned at 6:25 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 6-10-03

Date Accepted: 6-12-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
5-19-03
5:00 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, and Barbara Hitchcock.

Meeting called to order at 5:15 P.M.

The lawyer returned the by-laws. Article 7 concerning officers was clarified and added to the by-laws. The amended by-laws will be returned to the lawyer for final approval. Doug will send questions to Bob Gregory.

Jessica sent the Declaration and the Rider to Declaration to the lawyer.

Doug will work on the Exhibit of Permitted Mortgages.

Treasurer's Report: We need to file an annual report by the end of May. Jessica is waiting for the form.

The rent for the downstairs apartment was discussed. A motion was made that the rent be set at \$300.00 a month. All Trustee's voted in favor of motion.

All Trustees' signed warrant #006-2003 for \$4556.75.

Jessica has billed the Post Office for electric use.

Jessica attended a Land Trust Conference and connected with two lawyers who do land conservation work. Potential conflict of interest concerning billing by Trustees and officers for work done to the MISCA building was discussed.

The outstanding solid waste bill from September and November 2002 for the Post Office will be sent to Jack Bell. We owe \$16.00. Jessica will buy some of the new bags and give them to Jeannie.

Jessica spent six hours cleaning in the old freight room. She and Tralice have volunteered to take the refuse from the freight room to the junk run. Jessica also put the screen door on the Post Office.

Discussion ensued about the replacement of a Trustee. Ideally a year-round person would be considered. This would make meetings and warrant signings easier next winter.

Jessica wrote a letter to Chris Madden in response to the request for new linoleum in the Post Office.

We have a LURC permit for the condominium work. The buyers for the apartments should receive a copy of LURC rules, possibly in the Declaration, when purchasing the apartments.

The DEP permit is being processed.

Tralice will ask Kathy to send a thank you to Dave for Post Office garbage removal and to Carson for his help with the MISCA building.

No new meeting scheduled. Meeting adjourned at 6:30 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 6-11-03

Date Accepted: 6-12-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
5-29-03
5:00 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, and Jessica Stevens.

Meeting called to order at 5:05 P.M.

501-c3 status was discussed. IRS representative Drague considers our tie to residency in the by-laws to be discriminatory and too limiting. He has spoken with Washington and they would like to see our case settled.

Drague recommends that numbers 1,3,5 and 6 be removed from our eligibility requirements. This would eliminate the discriminatory language.

Discussion ensued concerning Drague's recommendation. A suggestion was made that we create a "Guidelines for Selection" document, a Policy on Selecting MISCA purchasers and keep a recorded history of why each person was selected. These documents would be helpful to future Trustees in making selections. In the Policy on Selecting MISCA purchasers we should list the four items being removed from the eligibility requirements as original intentions of the group. A motion was made to remove numbers 1,3,5, and 6 from the eligibility requirements and to create a policy on selecting MISCA purchasers that includes those four items as statements of original intent. All Trustees voted in favor of this motion.

It was brought to our attention that the income from the retail space rental is taxable income. We need to file form 990-T.

501-c3 status will happen quickly once Drague receives our letter stating we have removed numbers 1,3, 5 and 6.

Jessica has sent the Annual Report for Non-Profit Corporations in the State of Maine to the State.

We need to schedule a place to meet for the Annual Meeting.

The next meeting is on 6-12-03 at 5:30 P.M. at the Library. Meeting adjourned at 6:05 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 6-23-03

Date Accepted: 06-24-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
6-12-03
5:30 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Richard Farrell, Pamela Rollinger, Jessica Stevens, Norma Kaplis, Tobey Levine, Bill Oram, and Mikhala Sidore.

Meeting called to order at 5:30 P.M. Minutes from 5-14-03 and 5-29-03 were accepted as written. Minutes from 5-19-03 were accepted with amendments.

Doug has rescheduled his meeting with the lawyer for next Wednesday, 6-19-03.

The survey is being finalized. We need to tell Carl Olson that we agree with the preliminary survey and he will send us the completed survey.

John Murdock's letter concerning the septic line was discussed. Doug clarified that the DEP did not increase the water allowance for the MISCA building but instead corrected a typographical error that under-permitted the building. He also clarified that there had been extensive discussion at public meetings concerning requiring a "no competition" clause for the retail space and that the idea had been rejected. Richard will write a response to John thanking him for his in kind donation of the septic line.

The responsibility of the donor to establish worth of a donation with the I.R.S. was discussed.

Leases for the apartments and the retail space were discussed.

A motion to set the downstairs apartments electric cost at \$40.00 per month was approved by all Trustees'. A motion to accept the downstairs apartment lease as amended was approved by all Trustees'.

Upstairs' apartment lease: A motion was made to charge \$60.00 per month for electricity from December 2002 through May 2003. All Trustees' approved the motion. Pamela will pay the June 1st through July 1st bill minus \$20.00 for the water pumps and the basement electricity. Tralice will send a note to Jen about coordinating with Chris Smith to learn the new meter system. A motion to accept the upstairs lease as amended was approved by all Trustees'.

The commercial lease was discussed. No action was taken.

The Annual Meeting will be held July 22nd at 7:00 P.M. We need to reserve a location for the meeting. Doug will ask Jackie about the school.

The next meeting is on 6-24-03 at 5:30 P.M. at the Library. Meeting adjourned at 6:50 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 7-15-03

Date Accepted: 07-17-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
6-24-03
5:30 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Ed Deci, Richard Farrell, Pamela Rollinger, Jessica Stevens, Susan McDonough, Harry Miller, and Lucia Miller.

Meeting called to order at 5:55 P.M. Minutes from 6-12-03 meeting were read and accepted as amended.

Meters have been installed at the MISCA building and all uses are separated. Tralice has sent a letter to Jen asking her to coordinate with Chris about reading the meters.

The MICA by-laws were read through. A motion was made to accept the draft of the by-laws. All Trustees's approved the motion.

The Declaration of Condominium was read through. A motion was made to accept, with amendments, the draft of the Declaration. All Trustees's approved the motion.

The Purchase and Sales Agreements for the upstairs and downstairs apartments were looked over. A motion was made to allow Pamela to take a draft of the P & S agreement to her lawyer. All Trustee's voted in favor of the motion.

A motion was made to sell the old refrigerator and stove from the downstairs apartment to Victor for \$100.00. All Trustee's voted in favor of the motion.

A request was made from the Treasurer that the Trustee's consider granting a one-time daily wage to the Treasurer for preparing the yearly meeting financial information. The Trustee's will consider and answer at the next meeting.

The next meeting is on 6-25-03 at 5:30 P.M. at the Library. Meeting adjourned at 7:33 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date:7-15-03

Date Accepted: 07-17-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
6-25-03
5:30 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Ed Deci, Richard Farrell, Pamela Rollinger, and Jessica Stevens.

Meeting called to order at 5:36 P.M.

The Rider to the Declaration was read through. A motion to accept the Rider to Declaration of Condominium with amendments was made. All Trustees approved the motion.

The Purchase and Sales agreement was read through. A motion to accept the P & S agreement with amendments was made. All Trustees approved the motion.

Tralice Bracy, Ed Deci and Richard Farrell signed warrant #008-2003 for \$9097.39.

A motion was made to make a one-time payment to Jessica of \$120.00 per day for three days for work on the annual meeting financial information. Doug Boynton, Tralice Bracy and Ed Deci approved the motion.

A letter from the IRS was received June 13, 2003 granting MISCA tax-exempt status.

No meeting scheduled. Meeting adjourned at 7:00 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary

Draft Date: 7-21-03

Date Accepted: 7-28-03

Monhegan Island Sustainable Community Association (MISCA)
Special Meeting of Trustees
07-17-03
5:00 P.M. at the Library

Present: Doug Boynton, Tralice Bracy, Ed Deci, Richard Farrell, Pamela Rollinger, Jessica Stevens, Raquel Boehmer, and Susan McDonough.

Meeting called to order at 5:06 P.M. Minutes from 6-24-03 and 6-25-03 were accepted as read by all Trustees'.

Discussion began about the request by MPPD to place a transformer on the MISCA property. A motion to accept the MPPD proposal to place a transformer below the old Starling foundation was approved by all Trustees. It was noted that if necessary, MPPD would put latticework or some type of cover around the transformer.

Doug began discussion about the upcoming annual meeting. The importance of giving the members a financial history of the past year was discussed. Jessica and the Trustees will work on presenting the information in a clear and meaningful manner. Each officer will present a report.

Bob Smith has offered his help with our financial matters. He and Doug are planning a meeting.

The amendments to the by-laws were read and approved. We need to propose a day in August to have a special members meeting to approve the by-law amendments.

The downstairs apartment was discussed. A motion was made to set the price of the downstairs apartment at \$30,000.00. All Trustees voted in favor of the motion.

The annual meeting will be Tuesday, July 22, 2003 at 7:00 P.M. at the Monhegan School. Meeting adjourned at 6:50 P.M.

Respectfully submitted,

Pamela Rollinger
Secretary