

MISCA MEETING

January 20, 2015

Present: Marian Chioffi, Matt Weber, Ronnie Short, Felicia Dunson, Danik Farrell, Richard Farrell, Pam Rollinger, Kinda Priestley.

The minutes from December 15th were amended to read as follows. Amendments are noted in bold:

- Felicia will follow up with Marian regarding **transferring PayPal money** from the website donation account.
- Ray noted the **side** door of the Post Office also is in need of repair due to floor and sill rotting.
- The Fundraising Committee will **potentially** be co-chaired by Bob Smith and Sue Jenkins.

Treasurer's Report as of December 31, 2014:

MISCA account balance:	\$42,174.87
MICA account balance:	\$2,507.12

Income:

Rental income	\$2,275.00
Donations	\$99,280.00

Expenses:

Warrant 001-2015	\$5,849.59
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Net MISCA account balance	\$124,917.36
Net MICA account balance	\$3,007.12

Felicia will check the MISCA post office box for incoming donations. For any donation over \$200.00, Matt will write a thank you letter.

Old Business:

Contractor Estimates:

Marian has sent letters to island contractors Victor Lord, Lucas Chioffi, Chris Rollins and Ben Vis, requesting estimates on work to be done at the Store and MICA building. Victor's estimate for the repair of Ray's door at the MICA building was \$5,800.00, and Lucas' estimate for this job was \$1,200.00. Marian will look further into the difference between these two estimates.

Lucas' estimate for the south shingling at the Store included tearing down the chimney. He could do Ray's door in July.

MOTION: MISCA will hire Lucas d/b/a Fenris, Inc. for Store projects to include the north side cedars, roof asphalts, insulation of floors and ceiling, repair of support posts and beams. Passed.

The decision regarding enclosing the back deck and installing skirting around the building will be tabled until all Trustees are present.

Jacobson house:

No updates to report.

Laundry:

Marian requested that Dom Turgeon put MISCA on his schedule for April.

As Ronnie is not interested in pursuing proprietorship, Matt will post this business opportunity.

Committees:

No updates to report.

MICA Building:

Pam requested the back door be replaced to eliminate the whistling noise which persists due to winter storm winds. Marian will add this to her request for quote list to Victor and Lucas.

The Post Office is overdue to be repainted; the lease specified repainting was to be done in 2012. Ronnie will look into getting assistance and scheduling this job so it's completed before planting season.

New Business:

Form 990:

This form is due February 15th, but MISCA's accountant has filed an extension and will file the 990 as soon as possible. Going forward, the QuickBooks file will be provided to the accountant and auditors by October 31st.

The accountant has provided suggestions regarding fiscal practice (e.g. records retention and conflict of interest policy) for the Trustees to consider. Richard added that it would also be good to set up budgeting and fundraising practices.

Meadow Lots:

Marian proposed MISCA begin to regularly deposit funds into a savings or investment instrument for future use in developing the Meadow lots. The Trustees will need to consider donor preferences prior to allocating funds to such an account. In the meantime, Matt will request input from Bob Smith regarding an investment strategy for such a fund. Marian will seek the bank's investment advice as well.

Following this discussion, the Trustees agreed it would be better to establish a fund for future MISCA projects generally.

Fundraising:

Discussion of the 2015 summer fundraising event schedule will be continued to the next meeting.

Meetings:

The next working meeting of the Trustees will be February 25th at 5:00.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING
February 26, 2015

Present: Marian Chioffi, Matt Weber, Ronnie Short, Sue Jenkins, Sue Hitchcox, Felicia Dunson, Danik Farrell, Richard Farrell, Pam Rollinger, Lisa Brackett.

The minutes from January 20th were accepted as amended.

Treasurer's Report as of February 15, 2015:

MISCA account balance:	\$134,223.86
MICA account balance:	\$3,007.12
Income:	
Rental income	\$3,275.00
Donations	\$3,030.00
Expenses:	
Warrant 002-2015	\$2,259.10
Net MISCA account balance	\$132,420.17
Net MICA account balance	\$3,507.12

Felicia noted that corrections were made on last month's warrant regarding the accounts out of which the warrant was paid. For clarity, it was agreed that "Snug Harbor" and the "Store" will be the account names, while the property on which both buildings are located will be referred to as "Main Street".

Old Business:

Contractor Estimates:

Victor clarified the details of his estimate for the MICA building project. Lucas has withdrawn his interest in this project, however, due to lack of time.

Marian, Victor, Richard Irish and Pam looked at the back door of the Black Duck – Victor felt they could start with a tweak of the existing door and if that didn't work, install a new door. He can repair this door as well as the Post Office door.

MOTION: MISCA will hire Victor Lord to do the listed projects on the MICA building and the north door at the Post Office. Passed.

There was further discussion of other repair and maintenance needed at the MICA building:

- Matt suggested payment for the two door repairs come out of the MISCA account, and payment for roof repair and wiring come from the MICA account.
- Marian suggested holding a volunteer cleanup event in the summer, a perhaps two-hour session to clear out the cellar.

- Felicia noted the wall between the Post Office and Black Duck should be checked for leaking.
- Pam recommends the kerosene heater be moved so the the gas heater could be used to keep the pump from freezing.
- Lucas and Chris will install an outlet for the bubbler. The septic outlet is currently on the Black Duck meter, and MICA should pay for the usage overage on Pam's account.

Snug Harbor:

Marian noted the hot water heater was malfunctioning. Greg was able to fix it with assistance over the phone from Dom Turgeon. There is some concern about the unit as the heater is not an old one, and Marian will follow up on this with Greg.

The electrical system needs to be evaluated and repairs made to ensure safety.

MOTION: MISCA will request that electrician Jason Smalley come out in May to evaluate the electrical systems at Snug Harbor, the Store and the MICA building, and to estimate repair costs for any safety issues. Passed.

Richard Farrell suggested there be a reserve account set up for repair and maintenance at the Store and Snug Harbor, like the similar account set up for the MICA building. Such an account would be funded by an allocation of rental income from the two buildings.

MOTION: MISCA will set up a reserve account for repair and maintenance of the Store and Snug Harbor of \$250.00 per month, to be funded by \$125.00 of the rental income from each building. Passed.

There was related discussion of the term for which MISCA expects to continue its role as landlord of Snug Harbor and Jacobson.

- The goal is to remain a landlord for as little a span as possible.
- There was agreement that making repairs to bring houses into good condition is good practice.

There was related discussion of the re-sale formula for MISCA houses, particularly in regard to what extent owners can recoup the money they put into repairs and improvements. There is some confusion about how the re-sale calculation is set up, and this needs to be researched and clarified. Alison has concerns about how this applies to her property; the Trustees will speak to her directly about this.

Store:

Lisa requested the installation of some dedicated outlets in the Store. Marian will add this to the estimate request for the electrician.

Jacobson house:

The Trustees received a letter from Travis and Angela requesting retroactive permission for repairs and renovations they have completed on the property. They also requested an executive session meeting with the Trustees in April to discuss. This meeting has been scheduled for April 29th.

MOTION: MISCA will grant retroactive permission to Travis and Angela for repairs and renovations they have completed thus far on the Jacobson house. Passed.

Committees:

Matt spoke to Bob Smith. Bob may be willing to serve as a member on the fundraising committee, but does not wish to serve as co-chair.

Bob does not recommend a long-term investment account, as MISCA needs liquidity. A CD might be an alternative to achieve a higher return. Marian reported the bank also recommended use of a CD for this purpose. There was agreement to invite a bank representative to come to the Island to discuss investment options with the Trustees.

Fundraising:

Matt is drafting a summer fundraising event schedule and will follow up with suggested dates at the next meeting.

Form 990:

The 1099's have been filed, but not yet the 990. Marian confirmed with Fred Brewer that an annual audit is not necessary if a 990 is being filed, so MISCA will forego an audit and its expense this year.

Computer issue:

Marian reported the lockout was due to a keying issue and has been resolved.

New Business:

Snug Harbor:

Greg has requested that MISCA pay for two bins, and their transport on and off. He will fill them at his own expense.

Matt will call the MBL to request two bins for Greg now. It was agreed that the MICA building and Rope Shed cleanup will take two bins each, but these will be arranged separately.

Meetings:

The Trustees will meet in Executive session on March 25th at 4:00.

The next working meeting of the Trustees will follow on March 25th at 5:00.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING

March 25, 2015

Present: Marian Chioffi, Matt Weber, Ronnie Short, Sue Jenkins, Sue Hitchcox, Felicia Dunson, Danik Farrell, Richard Farrell, Pam Rollinger, Travis Dow, Greg Rollins.

The minutes from February 26th regarding Contractor Estimates were amended to read as follows:

“Victor clarified the details of his estimate for the MICA building project. Lucas has withdrawn his interest in this project, however, due to lack of time.

Marian, Victor, Richard Irish and Pam looked at the back door of the Black Duck.

MOTION: MISCA will hire Victor Lord to do the listed projects on the MICA building and the north door at the Post Office. Passed.”

MOTION: The minutes from February 26th are accepted as amended. Passed.

Treasurer’s Report as of March 1, 2015:

MISCA account balance:	\$131,639.86
MICA account balance:	\$3,507.12
Income:	
Rental income	\$1,575.00
Donations	\$895.00
Expenses:	
Warrant 003-2015	\$1,869.17
Net MISCA account balance	\$132,240.69
Net MICA account balance	\$4,007.12

Old Business:

Snug Harbor:

Coal stove repair – The stove will need to be sent in for repair of a hole in the inner baffle. Matt will arrange the shipment of the stove to Augusta. Greg has agreed to pay for this repair as the stove was not broken when he moved in.

Jacobson house:

No updates.

Laundry:

No interest has been expressed by anyone thus far in taking over the laundry business.

MICA Building:

Pam and Ray would like to keep the DEP water filters and would like money to be set aside monthly from the condominium fees to cover the cost of filter recharging. The filter recharging costs about \$450.00 and should be done every 4-5 years – the next recharge would be in 2017. Marian will sign the MISCA/DEP contract letter to confirm the transfer of ownership of the filters.

Committees:

Fundraising – Pam will contact Kevin Beers and Frank Bruckmann regarding potential artwork donation for the raffle.

Form 990:

The extension for completion of the 990 was approved, and the form should be ready to file soon after the close of tax season.

New Business:

The Store:

Back deck – There was discussion regarding enclosing the back deck for storage. The Trustees will meet with Lisa to come up with a design. Richard volunteered to prepare the LUPC permit application for submission.

Rope Shed – There was discussion of repairs and updates needed on the Shed so it can be used for Store storage and a MISCA records room. These include repair or replacement of the posts, roof, siding, door and windows. Installation of a skylight was suggested. A request for estimate on these items will be sent to Island contractors.

Snug Harbor:

There was discussion of repairs and maintenance needed on the house. The list created when the house was purchased included repair of rotting sills and gutters, and replacement of the northeast corner windows and master bedroom windows.

Victor will be engaged to assess the building and list needed repairs. In addition, Dom Turgeon will be engaged to repair the hot water heater. Jason Smalley will be engaged to review the electrical system for needed repairs.

Greg noted he installed new heat tape from the kitchen sink to as far toward the pump house as he could, and will plan for additional insulation next winter. He replaced two kitchen lamps which he'd like Jason to review when he's here.

Resale formula:

The resale formula adds the percentage increase of the Lincoln County Median Family Home income (from the time of the purchase to the time of resale) to the original purchase price of the house. If the Trustees agree the house is being resold in good to excellent condition, a 10% good tenant bonus may be added to this total.

The Trustees have calculated resale formulas for all MISCA houses.

There was a suggestion to allocate about \$40,000.00 of the MISCA account to a fund to be used for future MISCA house repurchases. There was also a suggestion that MISCA establish criteria that define what is meant by “good to excellent condition”, for the purpose of granting the 10% good tenant bonus.

LUPC Annual Report:

Marian will submit a summary of MISCA’s activities and send to LUPC by 3/27.

Fundraising:

The following dates are proposed for Summer 2015 events:

Memorial Day	Announcement of painting raffle
June 14 th	Mini-golf
July 21 st	Annual Meeting
July 25 th	MISCA Day, to include open houses, a regatta on the Ice Pond and a dance
August 7 th	Auction to be held at the Trailing Yew
September 26 th	Painting raffle
All summer	Presence at as many Farmer’s Markets as possible

Greg will donate for auction a carving of an eagle he’s done this past winter.

Meetings:

The next working meeting of the Trustees will follow on April 27th at 5:00.

The Trustees will meet in Executive session with Travis and Angela at the Jacobson House on April 29th at 5:00.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING

April 27, 2015

Present: Marian Chioffi, Matt Weber, Ronnie Short, Sue Jenkins, Sue Hitchcox, Danik Farrell, Richard Farrell, Pam Rollinger, Anglea Ianicelli, Travis Dow, Dustin Delano.

The minutes from March 25th were amended to correct the "Net MISCA account balance" in the Treasurer's report to \$132, 240.69.

MOTION: The minutes from March 25th are accepted as amended. Passed.

Treasurer's Report as of April 1, 2015:

MISCA account balance:	\$133,212.27
MICA account balance:	\$4,007.12
Income:	
Rental income	\$2,275.00
Donations	\$500.00
Expenses:	
Warrant 004-2015	\$6,591.65
Net MISCA account balance	\$129,395.62
Net MICA account balance	\$4,507.12
Net Main Street account balance	\$750.00

Old Business:

Store:

Richard reports the LUPC permit application is almost complete.

Snug Harbor:

Victor's assessment of the house has been received. Marian will ask him to specify the priority order for the work recommended. Sue H. will extract a simple list with costs from the assessment and email to the Trustees to discuss prioritization, with the intent to finalize a plan at the next meeting.

Jacobson house:

The Executive Session has been confirmed for April 29th at 5:00 at Jacobson.

Laundry:

There was discussion regarding MISCA purchasing the equipment to make it easier for a new proprietor to get started. Matt Weber will contact Matt Schweier to confirm the operating capital requirements of the laundry. Matt W. will also contact a few people who may be interested in taking over the business.

MICA Building:

Dom Turgeon has been contacted to install the standpipe. Pam reported Matt Schweier has reseeded the lawn and will send in the \$50.00 invoice for this.

Committees:

Fundraising – Pam reported Kevin Beers is not able to donate a painting for raffle this year due to scheduling issues but would like to donate one next year. Angela will contact Frank Bruckmann to see if he would be interested in donating a painting this year.

There was discussion regarding possible grants and funding sources for which MISCA could apply. Marian will send a list of grants to Sue J. to research. Richard noted a previous MISCA intern had compiled a list of grants, and this list should be in the files he'd handed over to Matt and Marian.

Form 990:

Marian will follow up on the status of this filing.

New Business:

Rope Shed – contractor estimates:

Lucas and Victor have declined to estimate on this job, as both are booked for the season. Ben Vis submitted an estimate of approximately \$17,000.00; he could do this job either before June this year or next September. Marian will send a RFE to Doug as well.

Line items on the repair list include repair/replacement of the footers, center beam, peak window, roof and door; installation of a dividing wall and window; residing; and painting the trim.

Deed Storage:

There was discussion of the need for safe storage for deeds and other documents, either in a safety deposit box or a fireproof lock box.

MOTION: MISCA will purchase a fireproof lock box for deed and document storage. Passed.

Mini-Golf:

Marian confirmed eight holes are scheduled. Travis and Angela, and Dustin would like to host holes as well.

Meadow Lots:

There was discussion of the need to have housing in place to attract new residents, and that there may be grants which could assist MISCA to continue development of the lots. Dustin is interested in starting the application process for a Meadow Lot. He would also like to assist in efforts to obtain funding for the lots.

Meetings:

The Trustees will meet in Executive session with Travis and Angela at the Jacobson House on April 29th at 5:00.

The next working meeting of the Trustees will follow on May 27th at 5:00.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING
May 27, 2015

Present: Matt Weber, Ronnie Short, Sue Jenkins, Sue Hitchcox, Felicia Dunson, Danik Farrell, Richard Farrell, Pam Rollinger, Barbara Hitchcock, Anglea Ianicelli, Travis Dow.

The minutes from April 27th were accepted as read.

Treasurer's Report as of May 1, 2015:

MISCA account balance:	\$133,854.19
MICA account balance:	\$4,507.12
Income:	
Rental income	\$2,375.00
Donations	\$175.00
Expenses:	
Warrant 005-2015	\$6,842.30
Net MISCA account balance	\$129,561.89
Net MICA account balance	\$5,007.12
Net Main Street account balance	\$500.00*

*The Main Street account balance will be confirmed at the next meeting.

Old Business:

Store:

The check sent May 8th for the LUPC permit application was written for too much. A corrected check was sent on May 15th. LUPC confirms it will return the first check together with the permit. Once the permit is in hand, RFE's may commence.

Snug Harbor:

Sue H. wrote up a priority list of repairs per Victor's assessment, together with the associated cost estimates. There was discussion and general agreement regarding Victor's advice to prioritize the work starting with the top of the house and going to the bottom. These repairs include fixing the leak where the porch meets the house, replacing the wood gutters including the kitchen gutters with plastic ones, fixing the chimney and replacing all the posts and sills.

MOTION: MISCA will put out a Request For Estimate to include repairing leaks, gutters, the chimney, sinking corners, posts and sills, with the work to be performed in the fall. Passed.

Jacobson house:

The Trustees met with Travis and Angela at Jacobson on April 29th. They showed the Trustees the renovations they have already made and indicated what additional renovations they would like to perform.

Travis and Angela request MISCA's permission for the following:

Renovation

1. Redo the roof over the bedroom to fix a leak.
2. Remove the chimney and skylight window, and redo the roof line.
3. Move the bathroom, and make a bedroom out of the current bathroom.

Rental payment amount

They would like to increase their rent from \$650/month to \$1000/month (with the additional \$350/month going towards the principle). By their accounting, they have paid 15 months so far (through May 2015), with \$4,950.00 going toward principal. They would like to begin paying \$1000/month on June 1st.

Permission to build

Travis and Angela would like to build an addition onto the house to create living space for Kathie after she sells her house. They request the following:

1. That MISCA increase the cap on the house by \$50,000.00.
2. That MISCA grant permission for them to build a 500 square foot addition for Kathie.

When Kathie sells her house, Travis and Angela will be able to immediately complete the purchase of the house from MISCA. They will then begin construction of the addition (pending LUPC approval). They realize any costs over \$50,000.00 for the addition will not be added to the cap.

MOTION: MISCA approves the abovementioned renovations regarding the roof, chimney and bathroom/new bedroom. MISCA approves increasing the rent to \$1,000.00 starting June 1st, with the additional \$350.00 going toward principal. Passed.

MOTION: MISCA, and Travis and Angela, will begin the LUPC permit process for the proposed addition. Passed.

Laundry:

Matt reported that a couple people may be interested in taking over the laundry, but that the startup cost of approximately \$3,400.00 (for equipment and change machine) was proving a financial obstacle. There was discussion regarding MISCA purchasing and holding the equipment, operating costs including the water filters, the necessity for the laundry to be on town water and not the cistern during the season, the age of the washers (less than 2 years old), and that the dryer is not cost-effective (as the rate charged can not be adjusted).

MOTION: MISCA will purchase the laundry equipment (with the exception of the dryer, if possible) from Matt Schweier. Passed.

MICA Building:

Pam reported the bubbler and new outlet have been installed.

Committees:

Fundraising – Frank Bruckman has donated a painting for raffle, which will be put on display as soon as it arrives. Sue H. will look into getting raffle tickets printed. Tickets will be \$5.00/each or five for \$20.00.

Mini-Golf is coming up on June 14th.

New Business:

Rope Shed – contractor estimates:

Doug has declined interest in estimating on the job. Ben Vis' estimate is \$17,800.00 plus the removal of material. There was discussion of this estimate, with agreement that it would be good to circulate the RFE to more carpenters before making a decision. Discussion will be continued at the next meeting.

Deed Storage/Purchase of Lock Box:

No updates, will follow up next meeting.

Meadow Lots:

Marian will get the corrected deed notarized and take inshore for recording. Matt will look up the formula for building rights, as Dustin is interested in proceeding.

Donations:

\$300.00 was allocated last year for plantings at the Store. MISCA will contact Joan Brady to see if she is available for this job.

Membership:

Matt will write a membership renewal reminder and incorporate into this the MISCA summer event schedule.

Meetings:

The next working meeting of the Trustees will follow on June 21st at 5:00.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING

June 21, 2015

Present: Marian Chioffi, Matt Weber, Ronnie Short, Sue Jenkins, Felicia Dunson, Danik Farrell, Richard Farrell, Anglea Ianicelli.

The minutes from May 27th were read. Matt requested deferring acceptance of the minutes until the Trustees' could read a hard copy.

Treasurer's Report as of June 1, 2015:

MISCA account balance:	\$130,276.14
MICA account balance:	\$5,507.12
Main Street account balance:	\$500.00*
Income:	
Rental income	\$1,975.00
Donations	\$3,395.00
Expenses:	
Warrant 006-2015	\$2,555.69
Net MISCA account balance	\$133,643.92
Net MICA account balance	\$5,687.65
Net Main Street account balance	\$516.00

*The starting account balance for Main Street should be \$1,000.00. Automatic transfers into this account had inadvertently not been made. Marian will correct this with CNB, with automatic transfers set to resume June 23rd.

Discussion later in this meeting about purchase of the Laundry equipment (see below under Old Business) resulted in a motion to amend Warrant 006-2015:

Amended Warrant 006-2015	\$6,055.69
Amended Net MISCA account balance	\$129,590.45

Old Business:

MICA Building:

Cost estimates for electrical work at the MICA building and Store from Chris Acorn are anticipated in shortly.

Jacobson:

Marian redrafted the lease to change the rental amount (Section 40), and the amount of rent to be credited to the purchase price (Section 17), per the motion passed May 27th.

Angela has been working on MISCA's behalf on the LUPC permit application for the addition to the house. Marian will follow up with Angela tomorrow regarding additional items needed to complete the application, including a copy of the deed to MISCA, officer signatures and a check for the application fee. Obtaining the easement from the Chase family for the septic system is in process.

Snug Harbor:

First round priorities were agreed upon for the work to be done at Snug Harbor this fall. These repairs include:

- Sills and accompanying posts on the north and east sides.
- Chimney leak.
- Leak where the porch meets the house.
- Placing flashing along the edge of the roof and replacing the wooden gutters with plastic ones.
- Installing plywood and blueboard along the base of the building.

The next priority after the above repairs are made will be to replace the east windows. Marian will send a request for cost estimate for the east windows to Island carpenters to include Victor, Lucas, Ben, Doug, Chris Rollins and Mott Fribush.

Store:

The LUPC permit for enclosing the back deck on the Store is in hand. A request for cost estimate will be sent to the above listed Island carpenters for the following:

- Enclose the back deck following the roof line.
- Install a double door on the north side and half-attic to be accessed by a ladder.
- Install a skylight, outlet and light.

Ronnie will contact Joan Brady to see if she is available to do the plantings around the Store, for which \$300.00 of donations have been allocated.

Rope Shed:

Marian will be in touch with Carol Burdick and Peter Mallery regarding use of the Shed, including using part of it for MISCA deed and document storage.

Two bins will be ordered for clearing of refuse around and under the shed. Volunteers will be invited to assist with the clean-up on a date to be determined.

MOTION: MISCA will contract Ben Vis to make repairs to the Rope Shed including repair/replacement of the footers, center beam, peak window, roof and door; installation of a dividing wall and window; re-siding; and painting the trim. Passed.

Meadow Lots:

Marian had the corrective deed notarized by Michael Brassard, and she has delivered it to the Plantation to record.

Laundry:

Matt Weber followed up with Matt Schweier regarding MISCA purchasing the equipment. The cost for all the equipment, including the change machine, is \$3,500.00. Matt Schweier will provide assistance as he is able with the transition.

There was discussion regarding setting up a rent-to-own arrangement with a new proprietor. The monthly rental amount could be set to include the laundry rental plus an amount to be credited toward the purchase of the equipment/change machine. The dryer will need to be reconfigured so the cost per load may be adjusted as needed; Ronnie will contact Matt Schweier about how this may be accomplished.

Two parties have expressed an interest in taking over the laundry. Matt Weber will contact the first of these to communicate the rent-to-own plan under discussion.

MOTION: MISCA will amend Warrant 006-2015 to add \$3,500.00 for the purchase of the Laundry equipment and change machine from Casket Rock, Inc. Passed.

Committees:

In anticipation of the Annual Meeting, Matt will email the Nominating Committee to request their nominations for the two Trustees' positions up for vote this year.

Fundraising:

Heather Wasklewicz has offered to put a MISCA press release into social media distribution; Sue Jenkins will draft this release for Trustee review. Heather has also suggested targeted marketing such as that done on Facebook would be a fruitful means of fundraising for low cost. There was discussion of hiring Heather to maintain MISCA's Facebook page and perform other similar social media outreach and fundraising activities.

MOTION: MISCA will contact Heather Wasklewicz to determine the scope of fundraising activity she could provide for \$100.00 to \$200.00 per month. Passed.

MISCA would like to extend a formal and very heartfelt thank you to Tara Hire for starting and maintaining the Facebook page thus far.

Sue Hitchcox has the raffle tickets for the Frank Bruckmann painting in hand and reports the Membership Committee is working on the mailing for the Annual Meeting.

Marian reported that the Mini-Golf fundraiser brought in \$850.00.

New Business:

Ballfield Rehab Proposal:

Matt proposed joining Monhegan Associates in their proposed rehab of the ballfield. This could include resurfacing the grass area with dirt, and installing a small backstop and set of bleachers. Matt will check to see if there might be a possible tax break for suppliers willing to donate materials.

Investment Strategy:

Marian will contact Charlie White from Camden National Bank and invite him to come to the August Trustees' meeting to discuss possible investment instruments.

Meetings:

The Annual Meeting is July 21st at 7:00 p.m.

The next working meeting of the Trustees will follow immediately upon conclusion of the Annual Meeting.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING
August 26, 2015

Present: Marian Chioffi, Matt Weber, Sue Jenkins, Sue Hitchcox, Felicia Dunson, Danik Farrell, Richard Farrell, Doug Boynton, Bob Smith, Penny Smith, Bob Bartels, Judy Gray, Nancy Vogt, Ben Vis, Corlis Carroll, James McDaniel, Pam Rollinger.

Secretary's Report:

The minutes of July 21st were read.

MOTION: The Trustees accept the minutes of July 21, 2015 as read. Passed.

Treasurer's Report as of August 1, 2015:

MISCA account balance:	\$134,383.34
MICA account balance:	\$6,007.12
Main Street account balance:	\$1,250.00
Income:	
Rental income	\$6,150.00
Donations	\$3,091.00
Expenses:	
Warrant 008-2015	\$1,718.17
Net MISCA account balance	\$141,906.17
Net MICA account balance	\$6,507.12
Net Main Street account balance	\$1,500.00

Felicia noted that several donations were made in memory and in honor of Ruth Fallner.

New Business:

Monhegan Associates – Housing for Forest Steward:

Judy Gray shared MAI's plan to hire a Forest Steward for trails maintenance and invasives control, with a projected start date of July 2016. The position would be structured as full time for ten months of the year, and the intention is for the position to be ongoing. Judy asked for MISCA's assistance and advice in arranging housing. Given the short lead time, it was suggested MAI seek a winter house for rental. MAI has a committee meeting scheduled August 28th; Sue Hitchcox will represent MISCA at this meeting.

Rope Shed:

Ben Vis reported that the volume of refuse in and around the shed is impeding progress on the renovation. He proposed starting on the foundation to keep the work moving prior to trash

removal and because its condition poses a safety hazard. He would remove the refuse himself for \$600.00 if MISCA would take care of the bins and transport to the wharf.

Various options for trash removal were discussed, and it was decided that MISCA would ask MAI for permission to place the trash on their land while MISCA secures a dumpster for removal.

Ben noted he had not received the project deposit, so he will bill for the foundation against the \$6,000.00 deposit amount.

Boynton properties – Overlook and Underlook:

Doug Boynton provided an overview of these properties:

- The properties sit on 0.2 acres.
- The \$35,000.00 new septic system is largely on Jim Balano's property – the easement granted for this is deed registered.
- The well was drilled to 150 ft. and water volume is excellent.
- Underlook is on posts. The tenant wraps the base of the house in the winter. Its roof has been spray foamed.
- Overlook's foundation has been spray foamed. Its upper shingles are new.
- Lower shingles on both houses are older but could go another 10-15 years.
- Next maintenance could include work needed on the asphalts on Underlook, and painting and gutters on both.
- Taxes this year were \$2,255.00.
- The appraisal will be done in 10 days. Doug estimates it will be in the \$260K - \$310K range.
- Rents for each house are currently \$400.00/month.
- Doug is flexible on the time frame for the sale, assuming MISCA declares its interest in purchasing.

There was discussion of next steps, to include getting a copy of the appraisal, tax bill and an enlarged survey image from Doug, and to arrange walk-through's of both houses with the tenants. Matt suggested the annual letter in December for a fundraising appeal for this purchase.

Auction debrief:

\$12,000.00 was raised by the auction. Review and discussion of the event yielded the following observations:

- It would be good to start earlier in planning for this event next year, as advance advertising might draw in more items for auction.
- Including more lower priced items would enlarge audience participation.
- A limit could be set on the number of items for auction, with overflow items being offered in the silent auction.
- The auction would be an opportunity to solicit new MISCA memberships.
- The annual letter could include an appeal for donors to help match the \$12K amount brought in by the auction.

Fundraising:

- The Bruckmann painting raffle has brought in approximately \$1,500.00 in ticket sales thus far.
- Corlis Carroll has offered reproduction of one of her paintings of the Rope Shed as a fundraiser, with partial proceeds minus repro costs to be donated to MISCA.
- Corlis agreed to join the Fundraising Committee.
- Matt will schedule a meeting of the committee for some time in September.

Old Business:

Store/Snug Harbor:

We are awaiting electrical work estimates from Chris Acorn. Marian has listed as priorities moving the breaker box in Snug Harbor and installing extra outlets in the Store.

There has been no response from Island carpenters to requests for estimates on the Store/Snug Harbor work. Marian will resend the requests by regular mail and email. If no carpenter is available to do the work until spring, MISCA will ask Greg if he'd like to do some of the work for hire, to ensure winterization is done in time for the cold season.

Jacobson:

A check has been sent to LUPC for the permit application. Travis and Angela have begun some of the renovation work previously approved by the Trustees.

MICA Building:

The work on Ray's sill and door frame is underway and should soon be complete. MISCA needs to contact Brent at the Post Office regarding repair of the its door sill. The Laundry is open and going well.

Meetings:

The next working meeting of the Trustees is scheduled for Monday, September 21st at 5:00 p.m.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary

MISCA MEETING
September 23, 2015

Present: Marian Chioffi, Matt Weber, Sue Jenkins, Sue Hitchcox, Ronnie Short, Felicia Dunson, Danik Farrell, Richard Farrell, Corlis Carroll, Pam Rollinger.

Secretary's Report:

The minutes of August 26th were read.

MOTION: The Trustees accept the minutes of August 26, 2015 as amended. Passed.

Treasurer's Report as of August 31, 2015:

MISCA account balance:	\$152,012.31
MICA account balance:	\$6,187.65
Main Street account balance:	\$1,138.50

Income:	
Rental income	\$7,150.00
Donations	\$11,510.00

Expenses:	
Warrant 009-2015	\$20,783.64

Net MISCA account balance	\$131,228.67
Net MICA account balance	\$6,687.65
Net Main Street account balance	\$1,388.50

Felicia will follow up on some corrections needed to the July and August Treasurer's Reports.

New Business:

Fundraising:

The drawing for the Bruckmann painting is scheduled for September 25th at 10:00 a.m. at the Black Duck.

Property tax bill:

There is some confusion regarding how MISCA properties are named on the property tax bill. Marian will contact James for clarification.

Old Business:

Store:

No carpentry estimates have yet been submitted for the work to be done at the Store, likely because all carpenters are booked through 2015. Matt will talk to Chris Rollins regarding his availability for this job.

Snug Harbor:

Rocky's has replied to one inquiry that they no longer make the type of repair needed on the coal stove. Marian will follow up to re-confirm, and if this is so, she will contact another vendor to make this repair.

The Trustees will meet with Greg to discuss winterization preparations and to see if he'd be interested in doing some of the carpentry work scheduled for Snug Harbor on a work for hire basis.

Jacobson:

The LUPC permit was approved and a copy has been forwarded to Travis and Angela. The permit specifies the work must commence by September 10, 2017.

MISCA Building:

Victor has completed the work on the door and sill entry to Ray's unit.

MOTION: MISCA will pay the Monhegan Restorations bill for work done on the door and sill entry to Ray's unit with half coming from the MICA account and half from the MISCA account. Passed.

The door and sill at the Post Office required a similar repair, which Chris Rollins was able to make on short notice.

MOTION: MISCA will hire Chris Rollins to touch up the paint on the Post Office door. Passed.

MISCA has received notification from D.E.P. that chlorine tablets had not been added per schedule and that they weren't able to inspect the tank hatch due to plant growth. D.E.P. offers an on-site training for required system maintenance, which MISCA may pursue.

Fundraising:

The Fundraising Committee met:

- Corlis presented her ideas on the card fundraiser.
- The MISCA brochure needs to be re-ordered. There was discussion of editing the content and getting print quotes. It might be possible to find a printer who would donate the printing.
- There was discussion of creating an Outreach Coordinator position, to be paid on a project-by-project basis. This could include tasks such as engaging with social media, project managing print jobs and answering MISCA email. More than one person could fulfill this role, depending on the project. Having an on-island coordinator could be beneficial. Sue Jenkins suggested composing a job description as a first step. Matt will ask Jane Cullen if she'd be interested.
- There was agreement that MISCA should seek additional large-project donors.

Boynton properties – Overlook and Underlook:
No updates to report.

Ballfield:
No updates to report.

Jacobson – Chase easement:
The easement has been granted from the Chase family for the land onto which the septic system extends. This will need to be recorded.

Monhegan Associates – Housing for Forest Steward:
The MAI committee on this project visited Alison's house as a possible rental for the forest steward. Research continues on additional housing options.

Kathie Iannicelli house:
Matt suggested reconsideration of MISCA purchasing Kathie's house, as this would allow the purchase of Jacobson by Travis and Angela, and would ensure Kathie's house is retained as a MISCA property.

Meeting:
The next working meeting of the Trustees is scheduled for Tuesday, October 27th at 5:00 p.m. at the Library.

The meeting was adjourned.

Respectfully submitted,
Danik Farrell, Secretary