

## MISCA MEETING OF TRUSTEES

January 13<sup>th</sup>, 2020

Present: Joan Brady, Pam Rollinger, Rebecca FitzPatrick, Mia Boynton, Matt Weber, Mott Feibusch, Maura Conley, Dan DeBord, Carley Feibusch

### **Secretary's Report:**

The minutes of December 13<sup>th</sup> were read.

MOTION: The trustees accept the minutes of December 13<sup>th</sup>, 2019 as read. Passed.

### **Treasurer's Report** as of December 31<sup>st</sup>:

MISCA account balance:	\$218,346.32
MICA account balance:	\$15,759.12
Main Street account balance:	\$7,521.09
Buy-Back CD account balance:	\$34,554.58
Monhegan Ave. account balance:	\$8,344.70
New Project CD account balance:	\$15,046.82

#### Income:

Rental Income:	\$2,192.40
Membership Dues:	\$1,200.00
Donation:	\$9,225.00
Total:	\$12,617.40

#### Expenses:

Warrant 01-2020	\$9,719.69
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<b>Net MISCA account balance:</b>	<b>\$221,289.03</b>
<b>Net MICA account balance:</b>	<b>\$16,214.12</b>
<b>Net Main Street account balance:</b>	<b>\$7,771.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$35,054.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$8,594.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>

## **Old Business:**

### Meadow Lots:

Matt confirmed that the Water Company will pay for all costs associated to the well until someone builds on the property.

Joan will reach out to other islanders to see how they deal with posting jobs for bid. She will also look for the new septic design from Mike Deyling.

### Snug Harbor:

No update on the contract addendum.

### Store:

No update.

### MICA Building:

The ramp to the Post Office has new shingles.

The back door of the Black Duck has not whistled since it's repair. The front door is scheduled to be repaired in the Spring.

MOTION: Put out a public notice for the Post Office painting job. Passed.

### The Looks:

Overlook water heater still needs to be vented.

### Fall Clean-up:

There is still debris that needs to be burned.

### Fundraising:

The school has been reserved for the Auction.

### New Accountant:

No update.

### Caretaker:

Mott agreed to be the caretaker and will draft a proposal for the trustees to review.

Rebecca will draft a list of jobs needed.

Treasurer:

Christian will take over for Maura while she has the baby. They plan to completely transition in the spring.

Broadband Grant Proposal:

Joan deposited the check into a savings account.

Membership:

Mia plans to meet with Nancy to transfer the program to her computer. A membership meeting is scheduled for February 28<sup>th</sup>, 5:30pm at the Library.

Investing:

This subject will be tabled until the Spring.

**New Business:**

Grant Program:

Dan shared information about a grant program MISCA might be interested in. The trustees will read through the information to see if it is worth pursuing.

Meeting:

The next working meeting of the Trustees will be February 27<sup>th</sup>, 4pm at the library.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

February 28<sup>th</sup>, 2020

Present: Joan Brady, Pam Rollinger, Rebecca FitzPatrick, Kathie Ianicelli, Christian Dederer, Richard Farrell, Danik Farrell, Dan DeBord,

### **Secretary's Report:**

The minutes of January 13<sup>th</sup> were read.

MOTION: The trustees accept the minutes of January 13<sup>th</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of January 31<sup>st</sup>:

MISCA account balance:	\$221,334.23
MICA account balance:	\$16,214.12
Main Street account balance:	\$7,771.09
Buy-Back CD account balance:	\$35,054.58
Monhegan Ave. account balance:	\$8,594.70
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00

#### Income:

Rental Income:	\$3,313.40
Membership Dues:	\$700.00
Donation:	\$2,290.00
Total:	\$6,303.40

#### Expenses:

Warrant 02-2020	\$3,475.28
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<b>Net MISCA account balance:</b>	<b>\$224,162.35</b>
<b>Net MICA account balance:</b>	<b>\$16,714.12</b>
<b>Net Main Street account balance:</b>	<b>\$8,021.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$35,554.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$8,844.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>

## Old Business:

### Meadow Lots:

- Joan communicated with Mike Deyling of CES. In order to complete an RFP (Request for Proposal), we need to have an updated design. The one designed in 2016 by Al Frick is not for the advanced treatment system with the smaller leach field footprint. It would not be advisable due to the much larger amount of fill needed. Mike can prepare an updated design from which to work for \$400 plus ferry fee.
- Mike is willing to create a request for RFP. The cost would depend on the scope of what we want and could range from several hundred dollars to several thousand.
- He will be happy to meet with MISCA to discuss details about this.

*MOTION: Contract Mike Deyling to design the new Septic System. Passed.*

- It was noticed that there is no pin placed on the dividing line between the two lots. Mike Falla previously advised on the location, in order for Power Co. to install electric meter. Joan will talk to him when he is out visiting to ascertain whether this needs to be formally done due to the fact that it remains one lot owned by MISCA. Perhaps just a land-use contract addendum is all that is necessary.
- Chris Smith recommended that debris piles be removed before septic or other assessment takes place. He offered to create an estimate to have Bill do it at a rate of \$30/hour.
- Cost Estimate: 4 hours to cut, 5 hours to clean up and truck it off site 3 hours to burn @ 30/hr= \$360.

*MOTION: Approve clearing and burning of larger wood and brush on Meadow Lots for approximately \$360. Passed.*

### Snug Harbor:

A bill has been prepared by MISCA for reimbursement for payment of AOS Septic Inspection done on 9-9-19 by Christian.

- Contract Addendum- Jesse Rutter prepared and sent a general draft but needs further information from MISCA before proceeding any further. He is awaiting our reply.
- Rebecca will provide map and Joan will forward all information.
- Kathie reported that shared pump house is in state of disrepair. Rebecca will add to maintenance spreadsheet and we'll discuss with new caretaker.

- Christian reported that the AOS bill should be split between MISCA and Snug owners.

#### Store:

- Kathie remembered Possible clean-up of store for Spring (put on next months' agenda)

Kathie will reach out to James to ask about Front door Duck opens May 15<sup>th</sup>.

#### MICA Building:

- A bill has been prepared by MISCA for reimbursement by MICA condo association for payment of AOS Septic Inspection done on 9-9-19. This was hand delivered to Pam.
- It was noted that the proper way to do this in future is to have the invoice sent directly to the MICA condo association for payment from that fund. Pam suggested that the inspections performed by AOS can be done by Norton (Last name? company?). Joan clarified that it's imperative that Norton be approved by the advance treatment system manufacturer. Pam said she would check with Norton.
- Heater in Black Duck still needs vented- Might be a good combination for plumbing job with Looks.

#### The Looks:

Ronni and Mia removed and burned remaining debris from Underlook.

#### Fall Clean-up:

- Chris Smith offered that MISCA can add to the Inn Burn pile the day of burning and will communicate when that is due to weather dependency.
- Put Spring Clean-up on agenda- Need another bin for additional waste.

#### Fundraising:

Set meeting at March meeting.

#### New Accountant:

No update. Christian will call Jeanne this month.

#### Caretaker:

Mott Feibusch has agreed to be the caretaker. MISCA needs to set up an initial meeting to discuss particulars. Rebecca has created a spreadsheet listing all jobs needing done. We will work with him to create a template. Rebecca will email Mott within the next couple days to set up a meeting.

#### Treasurer:

No update.

#### Broadband Grant Proposal:

No update. Dan will talk with the coordinator and update us with any new information.

Membership:

Set membership meeting as soon as Mia gets back. Rebecca will email trustees to arrange. Mia has made headway, but this is tabled until she can present information at next meeting.

Possible Grant:

Grant shared by Dan last meeting, not applicable to scale of MISCA.

**New Business:**

Maine Housing:

Joan called into a meeting with Maine Housing. It was well attended both physically and virtually by many CLT's (community land trusts) throughout Maine. They were made aware of the affordable housing shortage throughout the state and will begin problem solving on how to offer more assistance to smaller communities with this challenge. They will arrange a follow up meeting in six to eight weeks.

Meeting:

The next working meeting of the Trustees will be March 27<sup>th</sup>, 5:30pm at the Library.

The meeting was adjourned.

Respectfully submitted,  
Joan Brady, Co-President

## MISCA MEETING OF TRUSTEES

March 27<sup>th</sup>, 2020

Present via Zoom: Carley Feibusch, Sue Jenkins, Rebecca FitzPatrick, Kathie Iannicelli, Christian Dederer, Dan DeBord, Mia Boynton, Joan Brady, Mott Feibusch, Mary Weber

### **Secretary's Report:**

The minutes of February 28<sup>th</sup> were read.

MOTION: The trustees accept the minutes of February 28<sup>th</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of February 28<sup>th</sup>:

MISCA account balance:	\$224,117.15
MICA account balance:	\$16,714.12
Main Street account balance:	\$8,021.09
Buy-Back CD account balance:	\$35,554.58
Monhegan Ave. account balance:	\$8,844.70
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00

#### Income:

Rental Income:	\$2,749.40
Membership Dues:	\$25.00
Donation:	\$3,150.00
AOS Reimbursement (SH):	\$296.13
T-Shirt Sales:	\$65.00
Paypal Fees:	-\$98.99
Total:	\$6,186.54

#### Expenses:

Warrant 03-2020	\$3,795.18
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<b>Net MISCA account balance:</b>	<b>\$226,508.51</b>
<b>Net MICA account balance:</b>	<b>\$17,214.12</b>
<b>Net Main Street account balance:</b>	<b>\$8,271.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$36,054.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$9,094.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>

## **Old Business:**

### Meadow Lots:

Joan spoke with Mike Falla who said it is not legally necessary to put interior lines on property. A use addendum will determine the line once the properties are sold.

Bill hasn't cleared the brush yet.

### Snug Harbor:

An amended draft of the addendum has been received from the attorney. Will become official once trustees read and approve.

### Store:

No update.

### MICA Building:

Kathie got in touch with James, everything is up in the air because of COVID-19. He is still planning to do the work.

Mott talked to Pam about putting an inline meter for the hot water heater at the Black Duck instead of installing an additional hot water heater. Mott will do that as soon as he can, probably April.

### The Looks:

Chris and Joan got rid of a lot of stuff in the yard. Kathie let the looks tenants know that Mott would be around to look at needed repairs.

### Clean-up:

Another bin will be needed for the store.

### Fundraising:

The printer has the design for T-Shirts. A meeting will be scheduled next month.

#### New Accountant:

Christian has been in touch with the new accountant.

#### Caretaker:

The template for job bids is done. The trustees met with Mott and shared the jobs list which is on a google doc so everyone can see.

#### Treasurer:

No update.

#### Broadband Grant Proposal:

Dan talked to the program contact and got the okay for it to be a two-year program. Monies will coincide with the buildout of the new network.

Mia will be the board contact between Dan and treasurer.

#### Membership:

Mia is making a sheet of directions for FileMaker Pro. She can share her screen so we can have a virtual meeting. Mia hasn't researched the cost yet but she will.

Meeting is tentatively scheduled for April 6<sup>th</sup> after 3pm. Carley will send an email to everyone.

### **New Business:**

#### COVID-19-

Trustees had an executive session to discuss the pandemic and what that means for MISCA. Christian has pulled together numbers to help understand MISCA's financial obligations and how much help they are able to provide.

MOTION: Freeze commercial and residential leases for the month of April. Discussed.

A new motion was made.

MOTION: MISCA will reach out to rental tenants to make an offer of one month loan forgiveness in the face of potential financial impacts of the COVID-19 pandemic. Passed.

There was a discussion about sending a letter to all MISCA beneficiaries to notify renters of the relief and encourage others to reach out if they need help.

Carley is working to figure out framework for a community fund. She is talking to Island Institute for guidance. Dan offered to help.

MOTION: Open a dedicated account with \$5,000 called the MISCA Community Relief Fund. Passed.

Dan thinks we should think about long term with rent freezes. Christian said we should be able to float a few months if needed.

It was mentioned that this could be a good fundraising topic and an appeal letter should be sent soon.

Meeting:

The next working meeting of the Trustees will be April 29th, 5:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

April 29<sup>th</sup> , 2020

Present via Zoom: Christian Dederer, Joan Brady, Kathie Iannicelli, Rebecca FitsPatrick, Marlene Arvan, Sue Jenkins, Dan DeBord, Mary Weber, Matt Weber, Maura Conley, Melanie, Mia Boynton, Ronni Short, Ola Vis

### **Secretary's Report:**

The minutes of March 27<sup>th</sup> were read.

MOTION: The trustees accept the minutes of March 27<sup>th</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of February 28<sup>th</sup>:

MISCA account balance:	\$226,288.51
MICA account balance:	\$17,214.12
Main Street account balance:	\$8,271.09
Buy-Back CD account balance:	\$36,054.58
Monhegan Ave. account balance:	\$9,094.70
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$5,000.00

#### Income:

Rental Income:	\$1,000.00
Membership Dues:	\$75.00
Donation:	\$925.00
Paypal Fees:	-\$19.03
Total:	\$1,980.97

#### Expenses:

Warrant 04-2020	\$14,507.69
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<b>Net MISCA account balance:</b>	<b>\$213,761.79</b>
<b>Net MICA account balance:</b>	<b>\$17,714.12</b>
<b>Net Main Street account balance:</b>	<b>\$8,521.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$36,554.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$9,344.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>
<b>Net MCRF account balance:</b>	<b>\$5,000.00</b>

MOTION: Increase stipend of Secretary to \$200 a month starting this month. Passed.

MOTION: Due to the increased workload of COVID-19 related tasks the board will pay Christian a bonus of \$100 for the month of May. Passed

## **Old Business:**

### Meadow Lots:

No update. Joan will follow up with Mike Deyling about coming out to look at the property for the design and coming up with an RFP.

Matt asked about the new lot division. Joan will share the image of the layout with Matt and Christian.

Kathie asked if there is a water report from the well. The water company is waiting to get it from the engineer.

### Snug Harbor:

The contract addendum complete and needs to be signed by the tenants.

### Store:

No update.

### MICA Building:

Rebecca and Mott had a conversation about MICA building jobs that are out for bid. Kole put a bid in for the PO roof. Mott will meet with him and present best option to MISCA board. Mott put a bid in for the painting job.

### The Looks:

The leases need to be reviewed. It was discussed that the google calendar will be a good tool to keep track of this in the future.

Mott has been in communication with both tenants about what needs to be done. He is currently pricing out hot water heaters. Kathie found another “to do” list from Lucas in 2017. There were some electrical and plumbing issues on the list that she’ll share with Mott.

### Clean-up:

Mott is interested in doing the store clean-up but will prioritize work at the looks first.

### Fundraising:

There will be a zoom meeting May 4<sup>th</sup> at 4:30pm. Carley will send an email to the committee.

### New Accountant:

No update.

### Caretaker:

Rebecca is Mott’s point person and will provide updates for the monthly meetings.

### Treasurer:

Maura will be back next week.

### Broadband Grant Proposal:

No update.

### Membership:

Mia showed the board how to use filemaker pro. Mia can send email addresses from the program to Carley to update mailchimp.

### COVID-19-

Dan wrote a draft appeal letter that the trustees will review and edit.

There was much discussion about the donation from the plantation and if it should go towards the Relief fund.

MOTION: Ask for \$15,000 donation from the plantation to be unrestricted. Passed.

Mia spoke to the library board and said they plan to send an appeal letter to point people to the MISCA Community Relief Fund.

The trustees will continue to discuss potential committee members. It was suggested to have the lawyer look over the application and timeline. Joan will reach out to the Island Institute for help. There will be more discussion on the relief fund at the fundraising meeting.

**New Business:**

Trustee's term:

Kathie's term is up this year and she will not be running for another term. Rebecca will let the nominating committee know.

Meeting:

The next working meeting of the Trustees will be May 27<sup>th</sup>, 5:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

May 27<sup>th</sup>, 2020

Present via Zoom: Carley Feibusch, Christian Dederer, Joan Brady, Kathie Iannielli, Lynne Cutler, Marlene Arvan, Pam Rollinger, Rebecca FitzPatrick, Sue Jenkins, Dan DeBord, Jim Buccheri, Maura Conley, Mia Boynton, Lisa Brackett

### **Secretary's Report:**

The minutes of April 29<sup>th</sup> were read.

MOTION: The trustees accept the minutes of April 29<sup>th</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of February 28<sup>th</sup>:

MISCA account balance:	\$213,761.79
MICA account balance:	\$17,714.12
Main Street account balance:	\$8,521.09
Buy-Back CD account balance:	\$36,554.58
Monhegan Ave. account balance:	\$9,344.70
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$5,000.00

#### Income:

Rental Income:	\$2,142.40
Membership Dues:	\$125.00
Donation:	\$20,180.00
Paypal Fees:	-\$131.66
Snug Harbor:	\$2,512.79

Total:	\$24,828.53
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#### Expenses:



Warrant 05-2020 \$5,964.21

<b>Net MISCA account balance:</b>	<b>\$213,471.11</b>
<b>Net MICA account balance:</b>	<b>\$18,214.12</b>
<b>Net Main Street account balance:</b>	<b>\$8,771.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$37,054.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$9,594.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>
<b>Net MCRF account balance:</b>	<b>\$24,155.00</b>

## **Old Business:**

### Meadow Lots:

Mike Deyling came and did the new septic plan. In this new design each homeowner will be responsible for their own septic tank but will share a leech field. Joan contacted Frank Tracy (Plumbing Inspector) and submitted the application for the septic. Mike will also make RFPs which will appeal to both on island and outside contractors.

### Snug Harbor:

The contract addendum has been signed.

### Store:

The lease has been signed. A gutter blew off during the recent storm. Lisa gave an update on her store operations during COVID-19.

### MICA Building:

Mott's work is still pending. A new town water hook-up was installed so the laundry is now separate from new resident next door.

We still haven't heard from James about the work he had lined up this spring.

### The Looks:

Leases are signed. Kathie commented that the yard looks great!

### Fundraising:

Marlene reported that the dark grey T-Shirt was most liked.

MOTION: Approve the amount of T-shirts to order from Maine Printing. Passed.

Maura will reach out to Caleb to see if he is still willing to donate a painting or would rather hold off until next year.

New Accountant:

Christian and Maura plan to reach out to her together.

Broadband Grant Proposal:

No recent changes. Dan will start working on the application for dispersing the funds. The timeline is dependent on the project which will likely continue past his fellowship. He is willing to work on it as a volunteer.

COVID-19-

The attorney reviewed current documents and he sent suggestions to emphasize certain aspects of it. The trustees will look over it and make the changes. Mia reported the Library will donate to the relief fund.

Trustees met in executive session to keep a close eye on the needs of the MISCA Beneficiaries to make sure they are helping in any way they can.

Trustees are also actively working on recruiting members to the committee. 2 confirmed other than Mia. Mia will meet with them when they are all accounted for to talk more.

Trustee's term:

Kathie's term is ending. All terms were reviewed, Rebecca and Sue will be up next year.

**New Business:**

Annual Meeting:

There was much discussion on how to proceed and whether or not we can have the meeting via Zoom. Rebecca will reach out to Jesse Rutter and Fred Faller for advice.

The membership reminder mailing needs to go out. Rebecca will start working on the letter. Mia will get addresses together.

Meeting:

The next working meeting of the Trustees will be June 26<sup>th</sup>, 5:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

June 26<sup>th</sup>, 2020

Present via Zoom: Carley Feibusch, Christian Dederer, Joan Brady, Marlene Arvan, Rebecca FitzPatrick, Sue Jenkins, Dan DeBord, Jim Buccheri, Maura Conley, Mott Feibusch, Mia Boynton

### **Secretary's Report:**

The minutes of May 27<sup>th</sup> were read.

MOTION: The trustees accept the minutes of May 27<sup>th</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of May 31<sup>st</sup>:

MISCA account balance:	\$213,471.11
MICA account balance:	\$18,214.12
Main Street account balance:	\$8,771.09
Buy-Back CD account balance:	\$37,054.58
Monhegan Ave. account balance:	\$9,594.58
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$24,155.00

#### Income:

Rental Income:	\$3,107.00
Membership Dues:	\$975.00
Donation:	\$18,920.00
Paypal Fees:	-\$76.11

Total:	\$22,925.89
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#### Expenses:

Warrant 06-2020	\$3,806.42
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<b>Net MISCA account balance:</b>	<b>\$214,295.58</b>
<b>Net MICA account balance:</b>	<b>\$18,714.12</b>
<b>Net Main Street account balance:</b>	<b>\$9,021.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$37,554.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$9,844.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>
<b>Net MCRF account balance:</b>	<b>\$42,450.00</b>

## **Old Business:**

### Meadow Lots:

Joan is waiting for the permit number from Frank Tracy for the septic system.

### Store:

The fallen gutter was added to the maintenance list.

### MICA Building:

A hand sanitizer dispenser has been installed at the Post Office.

Kole knows he is on the list to work on the Post Office roof.

### The Looks:

Mott fixed the screen door handle at Overlook. Christian will buy hot water heaters and other needed supplies for Mott.

### Fundraising:

T-Shirts will be ready in a week or two. They will be for sale on Winter Works and through the MISCA website.

It was decided that other than selling T-Shirts MISCA would take a break from fundraising events this year.

### New Accountant:

No update.

### Broadband Grant Proposal:

Dan has started the application. The program will look similar to the relief fund but not as involved.

MISCA Community Relief Fund:

A MISCA Community Relief Fund committee has been formed and consists of:  
Tara Hire, Jim Buccheri, Jackie Boegel, Wendy Pendleton, and Mia Boynton

Mia will set up a meeting with the committee members to discuss how to keep the fund sustainable and how they would like to meet every month (if there are applicants.)

Trustee's term:

Rebecca has reached out to the nominating committee. Mia reported that they are still asking people.

Annual Meeting:

Fred reported that the Associates annual meeting will be online.

MOTION: Hold the Annual Meeting of 2020 via Zoom due to the COVID 19 pandemic. Passed.

Mia said the ballot counting could safely happen at the library.

Membership Renewal Reminder:

The letter was sent to those who have not renewed their membership this year.

**New Business:**

Meeting:

The next meeting will be the Annual Meeting of Members on July 21<sup>st</sup>, 7pm via Zoom.  
The Annual Meeting of Trustees will immediately follow.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA ANNUAL MEETING OF TRUSTEES

July 21<sup>st</sup>, 2020

Present via Zoom: Bob Smith, Penny Smith, Maura Conley, Sue Jenkins, Tobey Levine, Kathie Iannicelli, Mia Boynton, Rebecca FitzPatrick, Danik Farrell, Julie Stone, Katherine Rhoda, Melanie Greatorex-Way, Jes Stevens, Richard Farrell, Mary Weber, Amelia Short, Jean Smith, Lisa Brackett, Morris Feibusch, Dan DeBord, Clare Durst

### **Secretary's Report:**

The minutes of June 26<sup>th</sup> were amended to read as follows; the amended text is in bold:

#### COVID-19:

A **MISCA Community Relief Fund** committee has been formed **and consists of: Tara Hire, Jim Buccheri, Jackie Boegel, Wendy Pendleton, and Mia Boynton**

MOTION: The trustees accept the minutes of June 26<sup>th</sup>, 2020 as amended. Passed.

### **Treasurer's Report** as of June 30<sup>th</sup>:

MISCA account balance:	\$214,295.58
MICA account balance:	\$18,714.12
Main Street account balance:	\$9,021.09
Buy-Back CD account balance:	\$37,554.58
Monhegan Ave. account balance:	\$9,844.70
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$42,450.00

#### Income:

Rental Income:	\$2,057.00
Membership Dues:	\$125.00
General Donations:	\$50.00
Relief Fund Donations:	\$1,295.35
Paypal Fees:	-\$1.75
Total:	\$3,525.60

## Expenses:

Warrant 07-2020	\$4,165.90
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<b>Net MISCA account balance:</b>	<b>\$212,359.93</b>
<b>Net MICA account balance:</b>	<b>\$19,214.12</b>
<b>Net Main Street account balance:</b>	<b>\$9,271.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$38,054.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$10,094.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>
<b>Net MCRF account balance:</b>	<b>\$43,745.35</b>

## Old Business:

### Meadow Lots:

Mike Deyling has been communicating with Joan and has prepared an RFP for the septic system installation. The trustees need to make a decision on project timeline and other info. Joan will recuse herself from the remainder of the process when it comes to the point of posting RFP's to avoid conflict of interest.

### Store:

Lisa expressed interest in either shutting down the store for a few months in the winter or handing the store over if someone else is interested in running it. She noted that it is not sustaining her year-round and it has been difficult competing with online ordering. She also said that she is open to suggestions for how to proceed and appreciates all the opportunities MISCA has given her.

Joan asked Lisa to think hard about her needs so MISCA can best help. Sue thanked Lisa for her honesty. Lisa stated she needs to come up with a solution by winter.

### MICA Building:

No update.

### The Looks:

No update.

### Fundraising:

T-shirts are for sale on Winter Works. There have been signs posted around town and a newsletter is in the works.

New Accountant:

Maura will be in contact with her soon.

Broadband Grant Proposal:

Dan has a drafted application and will talk with Mia about it before the next meeting.

COVID-19:

Mia reported that all documents are in place and the Application is ready to go live on August 1<sup>st</sup>. The committee decided that an applicant can only apply every other month and can only submit one bill per application cycle. The committee will discuss solvency as an ongoing topic. The committee would like another standby person to be on the committee in case a member needs to recuse themselves. They plan to meet the third week of every month, dependent on when the trustees meeting is.

There was much discussion about other assistance programs and what need this fund might fulfill. Mia clarified that this is not a general assistance fund and will only assist with housing related costs. Jes also mentioned part of her task as EMA Director is to seek out other resources for the community.

**New Business:**

Chase Easement:

The Chase family reached out to MISCA to ask about an easement for Jacobson's septic system that crosses on their property. Much discussion ensued in regard to the history of this topic. The trustees need to discuss this further.

Snug Harbor:

A septic tank needs to be pumped. Stew is willing to help but wanted to check in with MISCA first. It was noted that the septic pumping company needs to bring out a screen in order to pump this tank. There was discussion about other tanks that need to be pumped. The trustees will send an email to Mel with more information.

Appointments:

MOTION: Appoint Maura as registered agent. Passed

MOTION: Appoint Julie Stone as contact person. Passed.



MOTION: Appoint Amelia Short, Matt Weber, Mandy Metrano, Wendy Pendelton as Nominating Committee. Passed.

MOTION: Elect Maura Conley as Treasurer. Passed.

MOTION: Elect Carley Feibusch as Secretary. Passed.

MOTION: Appoint Rebecca FitzPatrick and Joan Brady as Co-Presidents. Passed.

Trustee Election:

The board welcomes Mary Weber as incoming trustee and thanks Kathie Iannicelli for her service.

Store Driveway:

The plantation has material that is unusable for the roads but could be used to fill the driveway by the store. Jes would like to ask the assessors at their next meeting if they would gift this material to MISCA as a way to potentially help congestion issues in town or at the very least improve the driveway. There was much discussion about the clean-up that needs to happen around the store and who would transport the fill at what cost. The trustee will discuss this further and be in touch with Jes in the morning.

Meeting:

The next meeting of the trustees will be August 25<sup>th</sup>, 5:30pm via Zoom.  
The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

August 25<sup>th</sup>, 2020

Present via Zoom: Joan Brady, Sue Jenkins, Mia Boynton, Mary Weber, Rebecca FitzPatrick, Bob Smith, Penney Smith, Maura Conley, Dan DeBord, Jaye Morency, Julie Stone, Melanie Greaterox-Way, Kathie Iannicelli

### **Secretary's Report:**

The minutes of July 21<sup>st</sup> were read.

MOTION: The trustees accept the minutes of July 21<sup>st</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of July 30<sup>th</sup>:

MISCA account balance:	\$213,335.55
MICA account balance:	\$19,214.12
Main Street account balance:	\$9,271.09
Buy-Back CD account balance:	\$38,054.58
Monhegan Ave. account balance:	\$10,094.70
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$43,745.35

#### Income:

Rental Income:	\$3,441.80
Membership Dues:	\$400.00
General Donations:	\$40,886.00
Relief Fund Donations:	\$725.00
Paypal Fees:	-\$27.79

Total:	\$45,425.01
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#### Expenses:

Warrant 08-2020	\$17,366.85
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<b>Net MISCA account balance:</b>	<b>\$243,961.20</b>
<b>Net MICA account balance:</b>	<b>\$19,318.17</b>
<b>Net Main Street account balance:</b>	<b>\$8,935.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$38,554.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$8,034.16</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>
<b>Net MCRF account balance:</b>	<b>\$44,470.35</b>

## **Old Business:**

### Meadow Lots:

There were 3 bidders for the septic system installation RFP. Mike Deyling reviewed the bids and recommended the lowest bidder which was Mott Feibusch and Chris Smith. The start date is September 10<sup>th</sup> and they will complete within 6 weeks with the exception of grass seed.

MOTION: Follow the advice of Mike Deyling and accept the bid submitted by Mott Feibusch and Chris Smith to complete the septic system installation at the meadow lots. Passed.

Mott thanked the board and recommended paying AOS as soon as possible so they receive the materials timely. The first payment required is \$10,000 followed by a second payment of \$4,254.43 upon delivery.

MOTION: Approve the payment of \$10,000 and \$4,254.43 to AOS to purchase materials for the meadow lots septic installation. Passed.

Mia will respond to all bidders and let them know what the winning bid was.

### Store:

There are a few interested parties in taking over the store. The trustees decided Lisa should be in charge of who will purchase the equipment. Lisa is pulling together her accounts and continuing to talk to the interested parties. Lisa would like the transition to a new owner to happen this fall.

The store driveway has been cleaned-up but the gravel still needs to be moved. Mia will be in touch again with Jes and Lisa.

### MICA Building:

The MICA building needs a septic tank pumped. Joan will try and get them on the same truck as snug harbor.

Mott replaced the Post Office smoke detector and has been facilitating an estimate for the Post Office roof.

MOTION: Approve of the estimate by Monhegan Restorations to repair the roof of the Post Office estimated between 12-13 thousand. Passed.

MICA and MISCA need to reevaluate the building expenses and how much is being contributed to these accounts.

#### The Looks:

Mary is transitioning into the Looks property manager. She has an idea of projects that are anticipated or in the works.

#### Fundraising:

T-shirts are selling well, no other updates.

#### New Accountant:

Maura has reached out but hasn't heard back yet.

#### Broadband Grant Proposal:

Mia and Dan have been working together on the draft application program.

#### MISCA Community Relief Fund:

Applications are live. There were no applicants this month. Carley suggested a dedicated email for applications would ensure confidentiality. She will set this up and update the applications. Mia will keep in contact with Carley to meet about applicants.

Bob Smith suggested reaching out to the Monhegan Museum and other organizations to see if they would help support the fund.

#### Chase Easement:

Trustees are in communication with Chase cottage. It has been an ongoing thing that needs to be resolved. Joan replied to Eric Read and will keep updating.

#### **New Business:**

#### Thank-you Gifts:

There was much discussion on sending gifts to generous donors. It was suggested we talk about this further at the next fundraising committee meeting.

Treasurer Position:

Rebecca would like to start the conversation about a stipend increase. The current stipend is \$100 a month. Maura reported she has worked more than 20 hours this month and asked if MISCA has ever explored hiring a bookkeeper. Carley asked if MISCA could pay for Maura to take bookkeeping classes. Rebecca will initiate an email so they can talk about a number and vote on it at the next meeting.

IRS Tax Card:

MISCA's federal tax card needs to be filed. It hasn't been filed in 2 years, MISCA would have to reapply after 3 years of not filing.

Meeting:

The next meeting of the trustees will be September 29<sup>th</sup>, 5:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

September 29<sup>th</sup>, 2020

Present via Zoom: Sue Jenkins, Tobey Levine, Rebecca FitzPatrick, Maura Conley, Bob Smith, Penny Smith, Marlene Arvan, Mia Boynton, Mary Weber, Joan Brady, Julie Stone

### **Secretary's Report:**

The minutes of August 25<sup>th</sup> were read.

MOTION: The trustees accept the minutes of August 25<sup>th</sup>, 2020 as read. Passed.

### **Treasurer's Report** as of July 30<sup>th</sup>:

MISCA account balance:	\$243,961.20
MICA account balance:	\$19,318.17
Main Street account balance:	\$8,935.09
Buy-Back CD account balance:	\$38,554.58
Monhegan Ave. account balance:	\$8,034.16
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$44,470.35

#### Income:

Rental Income:	\$6,349.40
General Donations:	\$1,000.00
Relief Fund Donations:	\$1075.00
T-Shirts:	\$180.00

Total:	\$8,604.40
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#### Expenses:

Warrant 09-2020	\$41,135.62
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<b>Net MISCA account balance:</b>	<b>\$217,928.64</b>
<b>Net MICA account balance:</b>	<b>\$12,609.51</b>
<b>Net Main Street account balance:</b>	<b>\$8,820.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$39,054.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$8,284.16</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>
<b>Net MCF Grant account balance:</b>	<b>\$6,000.00</b>
<b>Net MCRF account balance:</b>	<b>\$45,545.35</b>

## **Old Business:**

### Meadow Lots:

The septic project is underway. Mike Deyling had to modify the design to accommodate an immovable object.

### Store:

Mott moved the gravel to the store driveway. Mia reviewed the status of the store ownership transition.

### MICA Building:

The Post Office roof is mostly complete, and the septic tank was pumped.

### The Looks:

Mary check in with the tenants and determined that Nancy's hot water heater was the most pressing action item. Mott ordered the hot water heater; Mary will check in with him about the install.

### Fundraising:

A fundraising meeting will be scheduled at next month's meeting.

### New Accountant:

No update.

### Broadband Grant Proposal:

No update. It was suggested the grant money may be used for the \$99 initial investment. Mia will ask Dan what he thinks about that.

### MISCA Community Relief Fund:

The dedicated email account was made. There were no applicants this month.

IRS Tax Card:

The accountant reviewed Kathie's email and didn't think there was an issue. Maura will talk with Jaye about it.

Treasurer Stipend:

MOTION: Increase the monthly stipend of the treasurer to \$200 a month. Passed.

MOTION: Retroactively pay Maura \$100 a month for the months of July, August, and September. Passed.

Rebecca asked that the Treasurer and Secretary keep track of hours going forward. The trustees will check in on hours in January.

**New Business:**

Broadband:

There was much discussion on how MISCA can ensure that all properties have access to the new broadband network. The trustees will check in with tenants and homeowners to see if they plan to sign up for broadband.

Carley will ask Jes about the 911 addresses for the Meadow Lots and Joan will call Axiom to discuss a broadband hookup for the meadow lots.

Finances:

Jaye will be looking over the books to advise MISCA on next steps. There was much discussion about reforming the finance committee.

Meeting:

The next meeting of the trustees will be October 28<sup>th</sup>, 5:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary



## MISCA MEETING OF TRUSTEES

October 26th, 2019

Present: Joan Brady, Kathie Iannicelli, Rebecca FitzPatrick, Christian Dederer, Mia Boynton, Marlene Arvan, Melanie Greateorex-Way, Carley Feibusch

### **Secretary's Report:**

The minutes of September 23<sup>rd</sup> were amended to read as follows, the amended text is in bold:

#### Snug Harbor and Store Septic:

Everything is working but **additional pumping may be required.**

MOTION: The trustees accept the minutes of September 23<sup>rd</sup>, 2019 as amended.  
Passed.

### **Treasurer's Report** as of September 30th:

MISCA account balance:	\$157,695.65
MICA account balance:	\$14,649.42
Main Street account balance:	\$6,771.09
Buy-Back CD account balance:	\$33,054.58
Monhegan Ave. account balance:	\$7,594.70
New Project CD account balance:	\$15,046.82

#### Income:

Rental Income:	\$3,281.40
Membership Dues:	\$50.00
Donation:	\$40,300.00
Fundraiser:	\$1,390.00
Total:	\$45,021.40

#### Expenses:

Warrant 10-2019	\$3,285.43
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<b>Net MISCA account balance:</b>	<b>\$199,626.77</b>
<b>Net MICA account balance:</b>	<b>\$14,954.27</b>
<b>Net Main Street account balance:</b>	<b>\$7,021.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$33,554.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$7,844.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>

## **Old Business:**

### Meadow Lots:

No update.

### Snug Harbor:

Joan has not heard from Patrick so she will ask Jesse Rutter if he is able to do the contract addendum.

### Snug Harbor and Store Septic:

MISCA has not received a bill from AOS yet.

### Store:

No update.

### MICA Building:

Two of three water tanks have been installed, the last one should arrive on Thursday. Richard Irish said he would do the plumbing work when it arrives.

There will be no more septic work until the spring, the trench has been filled in.

### The Looks:

The heater at Underlook is having issues.

MOTION: Buy a new rinnai heater for Underlook and send in the old heater to see if it can be repaired. Passed.

### Fall Clean-up:

Kathie ordered a disposal bin and spoke with Doug who said we could burn debris with him in December.

Fundraising:

See notes attached from the Fundraising meeting.

Marlene spoke with Jackie about Caleb donating a painting for the raffle.

Carley will look into options for a Rope Shed sign.

New Accountant:

Christian has been trying to get in touch with Gene.

Masters, Fowlie, and Engelberg asked if MISCA needs them to file taxes this year. Christian suggested we continue with them for this year since we are still in transition.

General Liability Insurance:

All requirements have been completed.

Caretaker:

Kathie drafted a job description for the trustees to review in executive session.

The trustees wrote a letter to the former caretaker to clarify their relationship and the conditions in which they resigned.

Treasurer:

MOTION: Accept Maura Conley as treasurer starting November 1<sup>st</sup>, 2019. Passed.

MOTION: Retain Christian as treasurer through December 1<sup>st</sup>, 2019 and pay a monthly stipend to both Christian and Maura for the month of November. Passed.

Registration Form:

MOTION: Accept Julie Stone as the new Contact Person. Passed.

Carley will post the updated form.

Broadband Grant Proposal:

No update.

ILead Conference:

Joan expressed gratitude to the board for letting her attend the ILead conference on MISCA's behalf. She will prepare notes about what she learned.

**New Business:**New Registrants:

There are two new registration applications. The trustees will look these over at executive session.

Donation:

MISCA received a generous donation of \$40,000 from John Gummere.

Auction Donation Receipts:

There was much discussion on how (or if) a donor can receive a tax receipt for an item donated in the auction. Christian will consult the accountant.

Meeting:

The next working meeting of the Trustees will be November 20th, 5:30pm at the library.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

# **Fundraising Meeting Minutes**

## **T-Shirts:**

We decided it would be best to look at previous year's numbers and make one order based on that instead of trying to reorder throughout the summer.

We have a lot of T-shirts left from previous years so we decided to put them on sale starting November 1<sup>st</sup>, \$10 for the 2018 shirts and \$15 for the 2019 shirts. We plan to introduce a bundle sale as we get closer to the Holidays.

Marlene asked if I would do the T-shirt design and I agreed. (I might have an in progress sketch ready for Saturday's meeting)

I proposed we ask Winter Works if we could sell T-shirts next summer. We agreed we'd be willing to pay whatever commission. I offered to bring it up at the next Winter Works meeting.

Marlene suggested we look into having MISCA mugs. She brought some examples and we talked about how they wouldn't go out of fashion, there wasn't a need to have certain sizes in stock, and they are easy to store. I offered to look into pricing a little bit more since I've already done some research on it. We talked about if we should just have the logo printed on there or if we could print some of the T-shirt artwork as well. We also thought it might be a good idea to ask if Black Duck or Elva's would be interested in selling them for us.

## **Lobster Bake:**

We decided June 7<sup>th</sup> from 5-7 was the best date.

We talked about how we should talk with Jane now about this date to see if she'd be willing to let us do it at the beach. Marlene will ask and report back to us. We also discussed how there could be a possible collaboration for the Lobster bake but agreed we should ask her if we can have the event their first.

We discussed advance ticket sales and determined the logistics were too complicated and that it might make people think they have to purchase a ticket in advance which could limit how many people show up.

**Auction:**

August 9<sup>th</sup> from 2-4pm. I will ask Jes if we can use the school.

We all agreed we'd like for Ed and Mattie to auctioneer if they're willing. We also agreed interesting objects were a success and will be on the lookout for possible donations.

Mia said we could use the Library shed to store paintings.

**Painting Raffle:**

Maura will ask Caleb Stone for a painting for this year's raffle (he is doing the Island Inn show) We discussed that a smaller painting seems more desirable.

**Monhegan "Chopped":**

We talked about this idea more. I suggested we could run it more like a chili cook off and charge an admission for people to taste and then vote for their favorite dish. We talked about possible collaborations with the farm and the hotels. It might be a good event for the fall when there isn't a lot going on. It could be more of a community event this way and we could take advantage of possible extra food from the hotels or surplus produce from the farm. Rebecca mentioned that guests at the Inn often ask if there is anything to do around the beginning of October when most businesses begin to close. We agreed we should keep talking about this event as a possibility for 2021.

## MISCA MEETING OF TRUSTEES

November 20th, 2019

Present: Joan Brady, Kathie Iannicelli, Rebecca FitzPatrick, Christian Dederer, Mia Boynton, Jacob Stone, Carley Feibusch

### **Secretary's Report:**

The minutes of October 26<sup>th</sup> were read.

MOTION: The trustees accept the minutes of October 26<sup>th</sup>, 2019 as read. Passed.

### **Treasurer's Report** as of October 31st:

MISCA account balance:	\$199,626.77
MICA account balance:	\$14,954.27
Main Street account balance:	\$7,021.09
Buy-Back CD account balance:	\$33,554.58
Monhegan Ave. account balance:	\$7,844.70
New Project CD account balance:	\$15,046.82

#### Income:

Rental Income:	\$2,729.40
Membership Dues:	\$50.00
Donation:	\$175.00
Total:	\$2,954.40

#### Expenses:

Warrant 11-2019	\$3,439.43
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<b>Net MISCA account balance:</b>	<b>\$199,336.89</b>
<b>Net MICA account balance:</b>	<b>\$15,259.12</b>
<b>Net Main Street account balance:</b>	<b>\$7,271.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$34,054.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$8,094.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>

## **Old Business:**

### Meadow Lots:

The building rights for the lots were discussed. The cost for lots of 20,000 square feet is 10% of the current Maine's Affordable Median Home Price which would currently be \$18,813.80.

### Snug Harbor:

The contract addendum is in progress. Joan will follow-up with the attorney if we have not heard anything by the next meeting.

### Store:

No update.

### MICA Building:

No update.

### The Looks:

The heater at Underlook is working fine now. Mia will let the board know if there are any other problems.

### Fall Clean-up:

One bin was filled and there is still more to take care of. Kathie will talk with Mitko about when MISCA could burn the wood debris.

### Fundraising:

MOTION: Purchase menu board and brochure holder for the rope shed. Passed.

Kathie mentioned wanting to ask more people to help with food for the Lobster Bake.

Winter Works has agreed to sell MISCA T-shirts for a 10% commission.

### New Accountant:

No Update.

### Caretaker:

The job description is mostly complete. Once finalized it will be posted around town and emailed to the community.



Treasurer:

Christian and Maura are still working together.

MOTION: Extend by one more month the decision made at last month's meeting to pay the stipend to Maura and Christian. Passed.

Broadband Grant Proposal:

No update. Dan anticipates an update by mid-December.

Registrant Application:

MOTION: Accept the applications for Jacob Stone and Maura Conley and enter them on the eligibility list. Passed.

**New Business:**

Donation:

Kathie asked if we have a designation for the John Gummere donation. It was discussed that this donation means MISCA will have enough money to start planning for the septic at the meadow lots.

Membership Renewal Letter:

Joan will draft the letter and send around to the trustees for input. Mia will meet with Nancy to print labels.

Meeting:

The next working meeting of the Trustees will be December 13<sup>th</sup>, 5:30pm at the library.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary

## MISCA MEETING OF TRUSTEES

December 13th, 2019

Present: Joan Brady, Kathie Iannicelli, Mia Boynton, Maura Conley, Dan DeBord,  
Carley Feibusch

### **Secretary's Report:**

The minutes of November 20<sup>th</sup> were read.

MOTION: The trustees accept the minutes of November 20<sup>th</sup>, 2019 as read. Passed.

### **Treasurer's Report** as of November 30<sup>th</sup>:

MISCA account balance:	\$199,336.89
MICA account balance:	\$15,259.12
Main Street account balance:	\$7,271.09
Buy-Back CD account balance:	\$34,054.58
Monhegan Ave. account balance:	\$8,094.70
New Project CD account balance:	\$15,046.82

#### Income:

Rental Income:	\$6,702.40
Membership Dues:	\$50.00
Donation:	\$15,665.00
Total:	\$22,417.40

#### Expenses:

Warrant 12-2019	\$3,407.97
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<b>Net MISCA account balance:</b>	<b>\$218,346.32</b>
<b>Net MICA account balance:</b>	<b>\$15,759.12</b>
<b>Net Main Street account balance:</b>	<b>\$7,521.09</b>
<b>Net Buy-Back CD account balance:</b>	<b>\$34,554.58</b>
<b>Net Monhegan Ave account balance:</b>	<b>\$8,344.70</b>
<b>Net New Project CD account balance:</b>	<b>\$15,046.82</b>

## **Old Business:**

### Meadow Lots:

Matt spoke with Joan and mentioned that the Water Company will cover the meter fee for the well pump and that they may want to use it again next summer.

There was much discussion about the cost of the building rights and whether or not the payment can be restructured.

### Snug Harbor:

A bill for the addendum came but no one has seen the actual addendum.

It was mentioned that lead was found present at Snug Harbor. The possibility of having rental units tested was discussed.

### Store:

No update.

### MICA Building:

Two cistern tanks are in place and working properly. Ray has everything he needs to hook up the third.

The post office ramp needs new shingles.

The remaining to-do list for the Black Duck was discussed.

### The Looks:

Overlook's hot water heater needs to be vented. Kathie will speak with James to see what needs to be done to vent it and to check in on other work needed.

### Fall Clean-up:

Kathie will talk with Nick and Joan will talk with Chris about burning the remaining debris.

### Fundraising:

Membership letters have been mailed.

T-shirts will be sold at the upcoming craft fair.

Caleb Stone has agreed to donate a painting for the raffle.

New Accountant:

No Update.

Caretaker:

The job has been posted. Joan will work on a template for jobs that go out to bid.

Treasurer:

Maura still needs help from Christian. They are hoping to overlap in January.

Broadband Grant Proposal:

MISCA was awarded \$6,000, half of the requested amount. Dan suggested altering the program so it lasts for 2 years. The target for applicants is 10 but if more apply the program can be altered. Dan will work on an application and plans to do the required report before he leaves.

Joan will look into what sort of account to put the money in and will deposit the check when she's inshore.

Auction Donation Receipt:

There was more discussion on how to provide a receipt for auction item donations.

**New Business:**

Membership:

A membership meeting will be scheduled at the next trustees meeting.

Investing:

This discussion will be tabled until next month.

Meeting:

The next working meeting of the Trustees will be January 13<sup>th</sup>, 5:30pm at the library.

The meeting was adjourned.

Respectfully submitted,  
Carley Feibusch, Secretary