

MISCA MEETING OF TRUSTEES

January 27th, 2021

Present via Zoom: Carley Feibusch, Joan Brady, Maura Conley, Dan DeBord, Danik Farrell, Marlene Arvan, Mary Weber, Mia Boynton, Rebecca FitzPatrick, Richard Farrell, Sue Jenkins, Tobey Levine, Pam Rollinger, Bob Smith

Secretary's Report:

The minutes of December 28th were read.

MOTION: The trustees accept the minutes of December 28th, 2020 as read. Passed.

Treasurer's Report as of January 1st:

MISCA account balance:	\$170,054.34
MCRF account balance:	\$45,635.45
MICA account balance:	\$20,403.84
Main Street account balance:	\$10,980.09
Buy-Back CD account balance:	\$34,822.34
Monhegan Ave. account balance:	\$8988.16
New Project CD account balance:	\$15160.28
MCF Grant account balance:	\$6002.01

Income:

Rental Income:	\$4,352.40
General Donations:	\$28,355.00
Membership:	\$250.00
Relief Fund:	\$250.00
Reimbursements:	\$1,648.13

Total:	\$34,855.53
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Expenses:

Warrant 01-2020	\$11,321.72
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Net MISCA account balance:	\$194,179.25
Net MCRF account balance:	\$45,044.35
Net MICA account balance:	\$20,903.84
Net Main Street account balance:	\$11,230.09
Net Buy-Back CD account balance:	\$35,322.34
Net Monhegan Ave account balance:	\$9,238.16
Net New Project CD account balance:	\$15,160.28
Net MCF Grant account balance:	\$6,002.01

Old Business:

Meadow Lots:

The trustees will meet in executive session on Feb 6th at 4:30pm to discuss the sale schedule as well as the selection process. Carley will post something on facebook to remind people how to become a registrant.

Store:

No update.

MICA Building:

Joan spoke with a rep from USPS about the lease renewal in 2022.

Mott repaired the overboard discharge line. More work may need to happen in the spring.

The Looks:

No update.

Fundraising:

A T-shirt color was chosen. Carley will send an email to the committee to schedule a cookbook meeting.

New Accountant:

No update.

Broadband Grant:

Dan heard back from Maggie at MCF who said it was fine to delay the program, so it coincides with the Broadband project.

MISCA Community Relief Fund:

Carley sent a newsletter. The committee received and approved its first applicant.

Sales Tax Exemption:

Still in progress.

Broadband for MISCA properties:

Joan spoke with Axiom about service drops. Nate has MISCA on the list and said he would get back to her soon.

Housing Contact:

Sue had a good conversation with Jonah. She will follow up with more specific questions about grant opportunities and co-housing. Dan offered his help with grant writing.

New Business:

Town Donation:

Carley mentioned that the town is preparing for annual meeting and recommended that MISCA write to the assessors if they wish to request a donation this year. Joan and Rebecca will work on a letter.

Treasurer:

Maura expressed concern over her position since her plate is full and would like to start looking for a new treasurer. The prospect of having another person to help with treasurer duties was also discussed.

Meeting:

The next meeting of the trustees will be February 27th, 4:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

February 27th, 2021

Present via Zoom: Sue Jenkins, Carley Feibusch, Rebecca FitzPatrick, Maura Conley, Mia Boynton, Mary Weber, Kathie Iannicelli, Joan Brady, Tobey Levine, Melanie Greatorex-Way

Secretary's Report:

The minutes of January 27th were read.

MOTION: The trustees accept the minutes of January 27th, 2021 as read. Passed.

Treasurer's Report as of February 1st:

MISCA account balance:	\$194,179.25
MCRF account balance:	\$45,044.35
MICA account balance:	\$20,903.84
Main Street account balance:	\$11,230.09
Buy-Back CD account balance:	\$35,322.34
Monhegan Ave. account balance:	\$9,238.16
New Project CD account balance:	\$15,160.28
MCF Grant account balance:	\$6,002.10

Income:

Membership:	\$400.00
General Donations:	\$5,760.00
Relief Fund:	\$250.00
Rental Income:	\$2,606.40
Paypal Fees:	(\$124.75)

Total:	\$8,891.65
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Expenses:

Warrant 02-2021	\$6,241.57
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Net MISCA account balance:	\$199,338.92
Net MCRF account balance:	\$42,732.30
Net MICA account balance:	\$21,358.84
Net Main Street account balance:	\$11,403.45
Net Buy-Back CD account balance:	\$35,822.34
Net Monhegan Ave account balance:	\$9,412.26
Net New Project CD account balance:	\$15,160.28
Net MCF Grant account balance:	\$6,002.01

Old Business:

Meadow Lots:

The trustees met in executive session to review the application process outlined in the bylaws. Carley will draft an email to notify current registrants that the building rights will soon be for sale. She will also post the registration process on social media. It was decided that the application process will start after septic work is complete.

Store:

Maura asked if the trustees would revisit the idea of installing a loading dock for the store. Kathie asked about various items and cardboard around the store and volunteered to help clean-up the brush. Rebecca will email Mott to get an RFP out which will include a temporary storage space for cardboard.

MICA Building:

Shingles on the Post Office ramp need to be replaced.

The Looks:

No update.

Fundraising:

The cookbook committee met and plans to meet again on April 7th. Committee members participated in a scavenger hunt webinar. A fundraising committee meeting will be scheduled soon.

New Accountant:

Maura is working to get the new accountant all needed documents. It was suggested that connecting the two accountants would be the most direct route.

Broadband Grant:

No update.

MISCA Community Relief Fund:

There was one applicant this month.

Sales Tax Exemption:

Maura sent the form in last month and is awaiting a response.

Broadband for MISCA properties:

Joan spoke with Nate at Axiom but has not heard back yet, she will reach out again.

Carley will send an email to the trustees with who has responded to the survey.

Housing Contact:

Sue is reviewing a document Jonah sent about co-housing. She plans to work with Dan to see what grant opportunities MISCA might pursue.

Treasurer:

Maura reached out to a few people about the position. Joan will post the position around town.

New Business:

Ground Lease review:

The bylaws state that ground leases need to be reviewed every January. The only ground lease Carley found in the records was for the Weber property. Mary will reach out to Richard Farrell for further insight.

LUPC Annual Report:

Joan filed the annual report.

Meeting:

The next meeting of the trustees will be March 26th, 4:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

March 26th, 2021

Present via Zoom: Melissa Dudek, Tobey Levine, Sue Jenkins, Kathie Iannicelli, Richard Farrell, Maura Conley, Joan Brady, Rebecca FitzPatrick, Mia Boynton, Danik Farrell, Jim Buccheri, Dan DeBord, Mary Weber

Secretary's Report:

The minutes of February 27th were amended to read as follows, the amended text is in bold:

Treasurer's Report as of February 1st:

MOTION: The trustees accept the minutes of February 27th, 2021 as amended. Passed.

Treasurer's Report as of March 1st:

MISCA account balance:	\$199,268.92
MCRF account balance:	\$42,732.30
MICA account balance:	\$21,403.84
Main Street account balance:	\$11,480.09
Buy-Back CD account balance:	\$35,822.34
Monhegan Ave. account balance:	\$9,488.16
New Project CD account balance:	\$15,160.28
MCF Grant account balance:	\$6,002.01

Income:

General Donations:	\$10,000.00
Rental Income:	\$1,914.00

Total:	\$11,914.00
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Expenses:

Warrant 03-2021	\$4,466.37
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Net MISCA account balance:	\$207,089.45
Net MCRF account balance:	\$42,359.40
Net MICA account balance:	\$21,903.84
Net Main Street account balance:	\$11,730.09
Net Buy-Back CD account balance:	\$36,322.34
Net Monhegan Ave account balance:	\$9,738.16
Net New Project CD account balance:	\$15,160.28
Net MCF Grant account balance:	\$6,002.01

MOTION: Reimburse Joan Brady for the \$149.99 paid for MISCA's Zoom account.
Passed.

MOTION: To approve creating a checking account for the MISCA Community Relief Fund. Passed.

Old Business:

Meadow Lots:

Carley sent a letter to current registrants which included the building rights cost. There was discussion about the potential for flexibility in making this purchase.

The septic will hopefully be finished by late spring, some brush has been removed.

Store:

An RFP for the loading dock has been sent.

MICA Building:

Rebecca will connect with Mott about the door at the Black Duck.

The Looks:

No update.

Fundraising:

There is a cookbook meeting scheduled for April 7th.

Sue has been looking into co-housing and the potential for grants. It was suggested an information session should be scheduled in the fall with the hopes of forming a subcommittee to focus on this. There was discussion on the prospect of hiring a grant writer.

New Accountant:

And extension has been filed by our previous accountant.

MISCA Community Relief Fund:

The relief received and approved one applicant this month.

Sales Tax Exemption:

The forms have been filed but need to be followed up on.

Broadband for MISCA properties:

Joan will follow-up with Jaye and Tara about the logistics of making drops available to all MISCA properties and whether MISCA needs to pay for them.

Treasurer:

Melissa Dudek has agreed to be treasurer.

MOTION: To approve the hiring of Melissa Dudek as Treasurer with the stipend of \$200 a month starting retroactively as of March 1st. Passed.

QuickBooks Online:

Melissa is subscribing to QuickBooks Online.

Ground Lease review:

It was discussed that ground leases should be created for each property since it is written in the bylaws. Currently, the only ground lease is for the Weber property. Carley will make a template from the Weber's ground lease and send to the trustees.

New Business:Rental Property Maintenance:

Carley has updated the maintenance list to include work complete in 2021.

Meeting:

The next meeting of the trustees will be April 29th, 4:30pm via Zoom.

The meeting was adjourned at 5:50pm.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

April 29th, 2021

Present: Joan Brady, Rebecca FitzPatrick, Mia Boynton, Mary Weber, Carley Feibusch

Present via Zoom: Melissa Dudek, Tobey Levine, Sue Jenkins, Kathie Iannicelli, Maura Conley, Pamela Rollinger

Secretary's Report:

The minutes of March 26th were read.

MOTION: The trustees accept the minutes of March 26th, 2021 as read. Passed.

Treasurer's Report as of April 1st:

MISCA account balance:	\$207,089.45
MCRF account balance:	\$42,359.40
MICA account balance:	\$21,903.84
Main Street account balance:	\$11,730.09
Buy-Back CD account balance:	\$36,322.34
Monhegan Ave. account balance:	\$9,738.16
New Project CD account balance:	\$15,160.28
MCF Grant account balance:	\$6,002.01

Income:

Membership:	\$50.00
General Donations:	\$50.00
Rental Income:	\$3,548.20
Reimbursement:	\$600.00

Total:	\$3,648.20
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Expenses:

Warrant 04-2021	\$10,968.21
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Net MISCA account balance:	\$201,656.54
Net MCRF account balance:	\$40,552.30
Net MICA account balance:	\$22,403.84
Net Main Street account balance:	\$11,980.09
Net Buy-Back CD account balance:	\$36,722.34
Net Monhegan Ave account balance:	\$9,988.16
Net New Project CD account balance:	\$15,160.28
Net MCF Grant account balance:	\$6,002.01

Old Business:

Meadow Lots:

Septic work has been delayed since the barge is offline. Rental machines and fill are scheduled to come when the barge is running again. Chris recommended installing conduit before the septic is finished, this will be discussed further at next month's meeting.

Store:

Joan will order another dumpster for the store cleanup. There is interest in the loading dock project, the trustees are waiting on an updated bid. Discussion ensued regarding policies and procedures for future business owner transitions in MISCA rental spaces. Maura reported there is a rotting floor plank in the store.

MICA Building:

The front door project is pushed to the fall, it was suggested to put an RFP out soon. A wasp nest needs to be sprayed before painting happens, Pam will ask Nick if he can take care of it. The lattice at the post office needs to be replaced.

MOTION: Hire Bill O'Brien to do the lattice work at the Post Office. Passed.

The Looks:

Underlook's hot water heater still needs to be replaced. Mary will see if Ben's plumber might be available.

Fundraising:

The cookbook committee has met several times.

MOTION: Approve the decision for the first order of cookbooks to be made by the cookbook subcommittee. Passed.

Dan and Jonah are still on board to help with a co-housing project. It was noted that when pursuing grants, having a specific project to guide the search is most helpful.

New Accountant:

990's have been sent to the new accountant, Melissa will follow-up. Carley will gather all the Treasurer documents and computer to mail to Melissa.

MISCA Community Relief Fund:

One applicant was received and approved this month. Carley created a "rent relief form" to make it easier for applicants to apply for rent or mortgage payment relief. Joan opened the MCRF checking account.

Sales Tax Exemption:

Maura sent the paperwork in January but they have not yet reached a determination.

Broadband for MISCA properties:

Joan spoke with Tara. MISCA has been a part of the broadband discussions and the Plantation might be able to pay for MISCA hookups.

Ground Lease review:

Carley made a template from the Weber's ground lease. Mary will work with Carley to draft a letter to the MISCA homeowners.

New Business:

Caretaker:

Mott has resigned effective immediately, the position will be posted soon.

July 4th Fundraiser:

Matt and Mary are planning a fundraising event at Monhegan Brewing Company to benefit MISCA.

Meeting:

The next meeting of the trustees will be May 27th, 5:30pm via Zoom.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

June 24th, 2021

Present via Zoom: Mia Boynton, Melissa Dudek, Mary Weber, Joan Brady, Rebecca FitzPatrick, Sue Jenkins, Danik Farrell, Richard Farrell, Pam Rollinger

Secretary's Report:

The minutes of May 27th were read.

MOTION: The trustees accept the minutes of May 27th, 2021 as read. Passed.

Treasurer's Report as of June 1st:

MISCA account balance:	\$217,115.46
MCRF account balance:	\$41,834.40
MICA account balance:	\$20,633.84
Main Street account balance:	\$12,230.09
Monhegan Ave. account balance:	\$9,948.21
Buy-Back CD account balance:	\$35,362.76
New Project CD account balance:	\$15,188.75
MCF Grant account balance:	\$6,002.91

Income:

Rental Income:	\$1,914.00
Membership (Check):	\$700.00
General Donations (Check):	\$54,375.00
Membership (PayPal):	\$125.00
General Donations (PayPal):	\$200.00
PayPal Fees:	-\$11.24

Total:	\$57,302.76
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Expenses:

Warrant 06-2021	\$5,674.00
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Net MISCA account balance:	\$269,457.14
Net MCRF account balance:	\$41,834.40
Net MICA account balance:	\$20,420.92
Net Main Street account balance:	\$12,480.09
Net Monhegan Ave account balance:	\$10,003.06
Net Buy-Back CD account balance:	\$35,862.76
Net New Project CD account balance:	\$15,188.75
Net MCF Grant account balance:	\$6,002.91

Old Business:

Meadow Lots:

Chris submitted an update on the septic project. The equipment is on island but work is delayed. Chris suggested hiring Mike Falla to update the survey once the septic is complete.

MOTION: Hire Falla and sons to do an as built survey after the septic is completed. Passed.

An executive session will take place after the meeting to discuss the water company and the meadow lots.

Store:

No update.

MICA Building:

The trustees met with interested parties of the laundromat. A licensed plumber needs to look at the propane and several other things need to be addressed before a new owner can come in. Mia has agreed to help with keeping the laundromat open. She reported that Lisa left \$110 worth of quarters.

MOTION: Reimburse Lisa \$110 for quarters. Passed.

MOTION: Pay Mia a stipend for opening and closing the laundromat.

Discussion: Mia reported it takes her maybe a few hours a week to open and close the laundromat. Rebecca suggests keeping track of hours for this month and discuss compensation at a later date.

Motion did not pass.

Dale and Todd did the monthly check on the septic system and found some paper towel remnants. The laundry tank should be pumped soon. Pam mentioned that the laundry does not go through the biological treatment tank and that the state might make us connect them or add another tank. Pam will ask Matt Schweir why the tanks were installed the way they are.

Joan ordered lattice for the post office and will install it as soon as she can.

The Looks:

Lease renewals were signed, Mary will give them to Carley to file. The septic issue still needs to be addressed.

Fundraising:

The T-shirts were printed and picked up. A lot of donations have been coming in.

MOTION: Rebecca will buy a book from the museum store as a gift for a large donor. Passed.

New Accountant:

Jaye and Melissa were able to reconcile the accounts. Mel resent all the info to the accountant. The new accountant has not been able to look at it yet.

MISCA Community Relief Fund:

There was one applicant this month that the committee decided not to fund. The committee updated the application to include a question asking the applicant to provide a brief summary of why they are requesting funds.

Ground Lease review:

Mary and Carley reviewed documents that are currently on file for each property. Mary is making a spreadsheet and will share it with the board for review. Once the trustees are familiar with the documents they can decide for each property if a ground lease is needed.

Snug Harbor's land use agreement needs to be updated to reflect the new tenants of the store.

Caretaker:

No update.

New Business:Annual Meeting:

The membership list needs to be printed on June 30th. Notices and ballots need to be mailed by July 3rd.

Meeting:

The next meeting will be the Annual Meeting of Members on July 20th at 7pm via Zoom, the Annual Meeting of Trustees will immediately follow.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA ANNUAL MEETING OF TRUSTEES

July 20th, 2021

Present: Joan Brady, Mary Weber, Rebecca FitzPatrick, Sue Jenkins, Carley Feibusch, Wendy Pendleton, Ben Vis

Present via Zoom: Mia Boynton, Marlene Arvan, Melissa Dudek, Pam Rollinger, Bob and Penny Smith, Tobey Levine, Jes Stevens, Matt Weber, Richard and Danik Farrell

The meeting was called to order at 7:30pm.

Secretary's Report

The minutes of June 24th were read.

MOTION: The trustees accept the minutes of June 24th, 2021 as read. Passed.

Treasurer's Report as of July 1st:

MISCA account balance:	\$271,127.94
MCRF account balance:	\$41,834.40
MICA account balance:	\$20,420.92
Main Street account balance:	\$12,480.09
Monhegan Ave. account balance:	\$10,198.21
Buy-Back CD account balance:	\$35,862.76
New Project CD account balance:	\$15,188.75
MCF Grant account balance:	\$6,002.91

Income:

Rental Income:	\$1,500.00
Membership (Check):	\$800.00
General Donations (Check):	\$3,610.00
Money Order/ Postage:	-\$4.65

Total:	\$7,520.35
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Expenses:

Warrant 07-2021	\$4,221.64
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Net MISCA account balance:	\$274,426.65
Net MCRF account balance:	\$41,834.40
Net MICA account balance:	\$20,920.92
Net Main Street account balance:	\$12,730.09
Net Monhegan Ave account balance:	\$10,448.21
Net Buy-Back CD account balance:	\$36,362.76
Net New Project CD account balance:	\$15,188.75
Net MCF Grant account balance:	\$6,002.91

Old Business:

Meadow Lots:

The trustees sent a letter to the Water Company asking for clarification and details on the Water Company's use of the well. They have not yet replied.

Store:

Chris Rollins is working on the estimate for the loading dock. Electrical issues were identified and need to be addressed as soon as possible. Ben will reach out to his electrician.

MICA Building:

Joan still needs to contact the propane company about the laundry issues. Mia is still opening and closing the laundromat, she has spent 2.5 hours this past month.

MOTION: Pay a stipend of \$50 a month to Mia Boynton which is retroactive to when Mia started opening and closing the laundromat in June. Passed.

Joan still needs to install the lattice at the Post Office.

The floor has buckled significantly due to water damage at the Black Duck and the front door is unable to close properly. Ben did a quick fix but it needs to be addressed when the Black Duck closes. Joan and Ben will work on an RFP for the job.

The Looks:

The septic still needs to be fixed.

Fundraising:

The 4th of July event at Monhegan Brewing company raised over \$2,000. The Trailing Yew and the Brewery donated supplies. T-shirts are selling well at Winter Works.

New Accountant:

Gary Smith was suggested by Gene Gibson to take over our account since he specializes in non-profits. Melissa is working with him to get the taxes filed.

MISCA Community Relief Fund:

No applicants this month.

Ground Lease review:

Mary made a spreadsheet and will share it with the trustees to discuss next steps.

Caretaker:

No update.

New Business:Appointments:

MOTION: Appoint Melissa Dudek as Registered Agent and Julie Stone as Contact person. Passed.

MOTION: Appoint Amelia Short, Matt Weber, and Mandy Metrano as members of the Nominating Committee. Passed.

MOTION: Appoint Amelia Short, Marlene Arvan, Carley Feibusch, Tobey Levine, Kathie Iannicelli, Rebecca FitzPatrick, and current trustees as members of the Fundraising Committee. Passed.

MOTION: Appoint Jes Stevens, Mia Boynton, and Carley Feibusch as members of the Membership Committee. Passed.

MOTION: Appoint Mia Boynton, Jim Buccheri, Tara Hire, Jackie Boegel, and Wendy Pendleton as members of the MISCA Community Relief Fund Decision-Making Committee. Passed.

MOTION: Elect Carley Feibusch as Secretary, Melissa Dudek as Treasurer, Joan Brady as President, and Mia Boynton as Vice President. Passed.

Trustee Election:

The board welcomes Ben Vis and Wendy Pendleton as incoming trustees and thanks Rebecca FitzPatrick and Sue Jenkins for their service.

Meeting:

The next meeting of the trustees will be August 25th at 5:30pm.

The meeting adjourned at 8:35pm.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

August 25th, 2021

Present: Joan Brady, Carley Feibusch, Mia Boynton

Present via Zoom: Wendy Pendleton, Melissa Dudek, Rebecca FitzPatrick, Ben Vis, Mary Weber, Pam Rollinger, Richard and Danik Farrell

The meeting was called to order at 5:31pm.

Secretary's Report:

The minutes of July 20th were read.

MOTION: The trustees accept the minutes of July 20th, 2021 as read. Passed.

Treasurer's Report as of August 1st:

MISCA account balance:	\$275,358.01
MCRF account balance:	\$41,834.40
MICA account balance:	\$20,920.92
Main Street account balance:	\$12,730.09
Monhegan Ave. account balance:	\$10,448.21
Buy-Back CD account balance:	\$36,362.76
New Project CD account balance:	\$15,188.75
MCF Grant account balance:	\$6,002.91

Income:

Rental Income:	\$7,378.93
Membership (Check):	\$175.00
General Donations (Check):	\$36,310.00
PayPal (Membership):	\$50.00
PayPal (Donations):	\$25.00
PayPal Fees:	-\$3.09

Total:	\$43,935.84
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Expenses:

Warrant 08-2021	\$28,301.24
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Net MISCA account balance:	\$291,382.91
Net MCRF account balance:	\$41,834.40
Net MICA account balance:	\$21,030.62
Net Main Street account balance:	\$12,980.09
Net Monhegan Ave account balance:	\$10,698.21
Net Buy-Back CD account balance:	\$36,862.76
Net New Project CD account balance:	\$15,188.75
Net MCF Grant account balance:	\$6,002.91

Old Business:

Meadow Lots:

The septic project is nearly complete. Chris Smith suggested the trustees determine where they would like the driveway since there is material that could be utilized for it. Joan will schedule a follow-up meeting with Chris and trustees at the site.

The water company has not been using the well this year.

Store:

There is no update on the electrician.

Chris Rollins submitted an estimate for the store loading dock.

MOTION: Hire Chris Rollins to build the loading dock at the store and approve the cost of materials at Rankins and boat freight. Passed.

MICA Building:

Kole agreed to fix the door at the Black Duck. Pam suggested the trustees meet with her and Kole to discuss potential long-term solutions for the leaking door.

The condo board plans to meet soon. Minutes from the meeting will hopefully be available before the next MISCA meeting.

Shermie will move the propane tanks away from the building but some firewood needs to be moved first.

The Post Office lease needs to be renewed. Joan is in communication with the postal service about the renewal process. There were some concerns about MISCA having to pay an outside company.

The Looks:

The septic switch still needs to be fixed.

Nancy had a toilet issue so Kole was hired to replace it for around \$600. There were some other plumbing issues that he addressed.

Fundraising:

The deadline for cookbook submissions needs to be extended. T-Shirts have been selling well at Winter Works.

New Accountant:

Gary has agreed to be our new accountant and taxes have been filed.

There were some issues in recording mortgage payments for Sung Harbor. Melissa will research the payments more and work with the accountant to come up with a solution.

MISCA Community Relief Fund:

No applicants this month.

Ground Lease review:

Mary still needs to send the spreadsheet of properties/ documents.

Caretaker:

No update.

New Business:Selection procedure for building rights:

Joan suggested forming a subcommittee to fine tune how multiple applicants would be handled for the meadow lots. Richard suggested to look to the bylaws for the selection process.

Beneficiaries Responsibilities:

There was much discussion on what the expectations are for MISCA beneficiaries. Richard suggested the ground lease has a good list of what is required of MISCA and what is required of the owner. Joan will reach out to other land trusts to discuss further as well as looking into Habitat for Humanity. Mary suggested that communicating with beneficiaries about the importance in participating and supporting MISCA openly would be beneficial.

Website Manager:

Joan suggested hiring someone to help with the website. Tara Hire was mentioned as someone who might be able to help. Wendy will reach out to her contact as well.

New Registrant:

Mia will email the application of Briana Smith for the trustees to review and approve.

Quick Claim Deed:

Matt and Mary finished the process of refinancing their mortgage. MISCA's lawyer drafted a quick claim deed to add Mary's name to the easement deed. Pam mentioned she is starting the same process and will need to do something similar.

Meeting:

The next meeting of the trustees will be September 29th at 5:30pm.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

September 29th, 2021

Present: Joan Brady- President, Carley Feibusch- Secretary

Present via Zoom: Mia Boynton- Vice President, Wendy Pendleton- Trustee, Mary Weber- Trustee, Melissa Dudek- Treasurer, Tobey Levine, Jaye Morency, Danik Farrell

The meeting was called to order at 5:32pm.

Secretary's Report:

The minutes of August 25th were read.

MOTION: The trustees accept the minutes of August 25th, 2021 as read. Passed.

Treasurer's Report as of September 1st:

MISCA account balance:	\$291,382.91
MCRF account balance:	\$41,834.40
MICA account balance:	\$21,030.62
Main Street account balance:	\$12,980.09
Monhegan Ave. account balance:	\$10,698.21
Buy-Back CD account balance:	\$36,862.76
New Project CD account balance:	\$15,188.75
MCF Grant account balance:	\$6,002.91

Income:

Rental Income:	\$7,206.40
Membership (Check):	\$150.00
General Donations (Check):	\$425.00
PayPal (Donations):	\$25.00
PayPal Fees:	-\$1.21

Total:	\$7,805.19
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Expenses:

Warrant 09-2021	\$15,180.62
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Net MISCA account balance:	\$293,257.82
Net MCRF account balance:	\$37,934.40
Net MICA account balance:	\$21,335.47
Net Main Street account balance:	\$9,061.99
Net Monhegan Ave account balance:	\$9,961.12
Net Buy-Back CD account balance:	\$37,362.76
Net New Project CD account balance:	\$15,188.75
Net MCF Grant account balance:	\$6,002.91

Old Business:

Meadow Lots:

The meeting with Chris about the driveway location was postponed and the survey has not been done yet.

Mary suggested the board might reconsider when to open applications to allow ample planning time for building. Joan will send an email to discuss fine tuning the selection procedure.

Store:

The loading dock and cardboard storage is complete. The board authorized via email paying Chris Rollins (contractor) ahead of the meeting due to a family emergency. Mia will ask Ben about the status of the electrician.

MICA Building:

The Post Office has a new toilet seat.

Marian has a plumber contact that might be useful for the laundry project, Joan will reach out.

The Looks:

No update.

Fundraising:

The new cookbook submission deadline is September 2022 with an anticipated launch date of May 2023.

New Accountant:

Melissa created a spreadsheet of mortgage payments for Snug Harbor and will share it with them. This should be sufficient for record keeping for the new accountant.

MISCA Community Relief Fund:

One applicant was approved this month. The committee has been having ongoing conversations on how to be good stewards of the fund.

Ground Lease review:

Mary shared a spreadsheet with trustees. The next step is to write a letter to property owners and set up a time for an annual review.

Caretaker:

No update.

Selection procedure for building rights:

Discussed under meadow lots.

Website Manager:

Wendy was advised by her contact that someone on island would be ideal for the role. Joan still needs to talk to Tara.

New Business:Laundromat Next Steps:

There was much discussion on whether MISCA should pursue purchasing new equipment for the laundromat to ensure its affordability. The possibility of MISCA maintaining ownership of the business and hiring an employee to manage was also discussed. Mia will reach out to the interested parties of the business and Wendy will investigate laundromat equipment.

New registrant:

The board received and approved one new applicant.

Meeting:

The next meeting of the trustees will be October 27th at 5:30pm.

Respectfully submitted,

Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

October 28th, 2020

Present via Zoom: Joan Brady, Sue Jenkins, Maura Conley, Mia Boynton, Julie Stone, Marlene Arvan, Rebecca FitzPatrick, Dan DeBord, Mary Weber, Tobey Levine, Pam Rollinger

Secretary's Report:

The minutes of September 29th were read.

MOTION: The trustees accept the minutes of September 29th, 2020 as read. Passed.

Treasurer's Report as of September 30th:

MISCA account balance:	\$217,928.64
MICA account balance:	\$12,609.51
Main Street account balance:	\$8,820.09
Buy-Back CD account balance:	\$39,054.58
Monhegan Ave. account balance:	\$8,284.16
New Project CD account balance:	\$15,046.82
MCF Grant account balance:	\$6,000.00
MCRF account balance:	\$45,545.35

Income:

Rental Income:	\$2,192.40
General Donations:	\$100.00
Relief Fund Donations:	\$40.50
Membership:	\$150.00
T-Shirts:	\$541.20

Total:	\$2,482.90
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Expenses:

Warrant 10-2020	\$39,612.68
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Net MISCA account balance:	\$182,009.36
Net MICA account balance:	\$13,059.51
Net Main Street account balance:	\$9,070.09
Net Buy-Back CD account balance:	\$39,554.58
Net Monhegan Ave account balance:	\$7,798.16
Net New Project CD account balance:	\$15,046.82
Net MCF Grant account balance:	\$6,000.00
Net MCRF account balance:	\$45,585.85

There was discussion about whether the New Project CD funds should be used for the septic job or kept in a CD until needed.

Old Business:

Meadow Lots:

The septic work is underway, the plumbing inspector completed the first inspection.

Joan spoke with Axiom who said that they would not bill monthly for a broadband service hookup until a house is built and connected.

MOTION: Pay the \$99 fee to Axiom and get on the list for initial service for the meadow lots to a central location. Passed.

Store:

New owners are set to sign a lease on December 1st.

MICA Building:

Pam had a window replaced while the Post Office roof was being worked on, she will contact Kole to discuss the bill divisions.

The bill for septic pumping needs to be divided among the proper parties.

Pam mentioned the bill for insurance will be here soon.

The Looks:

A new heater was ordered for Underlook after issues with getting the current one fixed. Mott will attempt to fix the old heater in the meantime.

Fundraising:

There will be a fundraising committee meeting November 17th at 5pm via zoom. Carley will send an email to the committee.

New Accountant:

Maura reported that some has been made, she will have more info next month.

Broadband Grant Proposal:

Dan will ask if the program can be delayed a year.

MISCA Community Relief Fund:

No applicants this month.

IRS Tax Card:

Maura is working on the state exemption for sales tax. All other 501c3 info is up to date.

Broadband for MISCA properties:

Carley will send out a survey to all MISCA participants to gauge their interest in signing up for Broadband. It was discussed how MISCA will proceed if someone was not interested.

New Business:

Maximum Labor Price Threshold for Caretaker:

MOTION: Raise the maximum labor price threshold for the caretaker to \$1500 before going out to bid. Passed.

MOTION: Authorize the Treasurer to pay an invoice up to 15% in excess of a given bid or estimate. Passed.

There was much discussion about the procedure for purchasing materials and other caretaker responsibilities.

Meeting:

The next meeting of the trustees will be November 20th, 5pm via Zoom.

The meeting was adjourned.

Respectfully submitted,
Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

November 20th, 2020

Present via Zoom: Rebecca FitzPatrick, Marlene Arvan, Joan Brady, Sue Jenkins, Tobey Levine, Mia Boynton, Maura Conley, Mary Weber, Pam Rollinger, Kathie Iannicelli, Angela Iannicelli

Secretary's Report:

The minutes of October 28th were read.

MOTION: The trustees accept the minutes of October 28th, 2020 as read. Passed.

Treasurer's Report as of November 1st:

MISCA account balance:	\$176,766.30
MCRF account balance:	\$45,585.45
MICA account balance:	\$19,403.84
Main Street account balance:	\$10,480.09
Buy-Back CD account balance:	\$34,322.34
Monhegan Ave. account balance:	\$8,488.16
New Project CD account balance:	\$15,160.28
MCF Grant account balance:	\$6,002.01

Income:

Rental Income:	\$3,217.40
General Donations:	\$150.00
Membership:	\$100.00

Total:	\$3,467.40
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Expenses:

Warrant 11-2020	\$6,590.28
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Net MISCA account balance:	\$173,643.42
Net MCRF account balance:	\$45,585.45
Net MICA account balance:	\$19,903.84
Net Main Street account balance:	\$10,730.09
Net Buy-Back CD account balance:	\$34,322.34
Net Monhegan Ave account balance:	\$8,738.16
Net New Project CD account balance:	\$15,160.28
Net MCF Grant account balance:	\$6,002.01

Last month's warrant needs to be signed by one more trustee. The prospect of digitally signing was discussed.

Old Business:

Meadow Lots:

The septic project is still in progress.

Store:

Maura asked permission to use the MISCA email list to send a survey to the community. Carley will export the list for her.

MICA Building:

The laundry is hooked up to the cistern now.

Pam still needs to call Axiom about how the MICA building connections for broadband will work.

Pam received a bill from Kole for her new window and will confirm all labor and materials are reflected in this bill and were not charged to MISCA.

The Looks:

The old heater at Underlook is still working. The new heater is in the rope shed.

Fundraising:

The fundraising committee met and discussed a couple of new fundraisers for this year. Marlene reported that ordering 8 dozen T-shirts will give a small break in cost.

New Accountant:

Maura sent information to her and will have more to report next month.

Broadband Grant:

Dan sent an email to his contact asking for an extension.

MISCA Community Relief Fund:

No applicants this month.

IRS Tax Card:

No update.

Broadband for MISCA properties:

MOTION: MISCA contacts Axiom to have broadband made available to all MISCA properties. Passed.

Caretaker:

There was further clarification for how the caretaker should handle purchasing materials and emergency orders.

Septic Pumping:

Joan is working on dividing up the expenses from the septic pumping over the summer.

New Business:

Annual Letter:

Joan will start drafting the annual letter. Mia will help coordinate envelope stuffing.

Housing Contact:

Mary asked if the board would like to reach out to Jonah and possibly invite him to a meeting. He spoke with members of the board over the summer and his large breadth of knowledge could be helpful. Sue will reach out to him.

Financial Committee:

Discussion ensued regarding reforming the financial committee. It was decided this is not a priority right now as interest rates are so low.

Meeting:

The next meeting of the trustees will be December 28th, 4:30pm via Zoom.
The meeting was adjourned.

Respectfully submitted,
Carley Feibusch, Secretary

MISCA MEETING OF TRUSTEES

December 28th, 2020

Present via Zoom: Joan Brady, Rebecca FitzPatrick, Mary Weber, Matt Weber, Mott Feibusch, Tara Hire, Mia Boynton, Sue Jenkins, Tobey Levine, Melanie Greatorex-Way, Maura Conley, Chris Smith, Angela Iannicelli, Dan DeBord

Secretary's Report:

The minutes of November 20th were read.

MOTION: The trustees accept the minutes of November 20th, 2020 as read. Passed.

Treasurer's Report as of December 1st:

MISCA account balance:	\$173,643.42
MCRF account balance:	\$45,585.45
MICA account balance:	\$19,903.84
Main Street account balance:	\$10,730.09
Buy-Back CD account balance:	\$34,322.34
Monhegan Ave. account balance:	\$8,738.16
New Project CD account balance:	\$15,160.28
MCF Grant account balance:	\$6,002.01

Income:

Rental Income:	\$3,106.40
General Donations:	\$350.00
Membership:	\$25.00
Relief Fund:	\$50.00

Total:	\$3,531.40
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Expenses:

Warrant 12-2020	\$7,070.48
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Net MISCA account balance:	\$170,054.34
Net MCRF account balance:	\$45,635.45
Net MICA account balance:	\$20,403.84
Net Main Street account balance:	\$10,980.09
Net Buy-Back CD account balance:	\$34,822.34
Net Monhegan Ave account balance:	\$8,988.16
Net New Project CD account balance:	\$15,160.28
Net MCF Grant account balance:	\$6,002.01

Old Business:

Meadow Lots:

Chris Smith gave a progress update for the meadow lots septic. Weather has impeded further work and will have to resume in the spring. Chris estimated they are about 70% complete.

Store:

A new lease has been signed. Discussion ensued regarding tenant responsibility. Rebecca will send the lease to trustees and the caretaker to review.

MICA Building:

Mott has been in contact with James regarding promised work. Since James won't be out here as planned Mott will start chipping away at the to-do list.

The Looks:

Mary spoke with tenants about broadband and has been kept in the loop about caretaker projects.

Fundraising:

Carley will share a quote Marlene received for T-shirts.

New Accountant:

No Update.

Broadband Grant:

Dan hasn't heard back yet but will keep trying.

MISCA Community Relief Fund:

No applicants this month. Carley will send a newsletter reminding people about the fund.

IRS Tax Card:

No update. Carley clarified that Maura is working on sales tax exemption.

Broadband for MISCA properties:

Carley will send 911 addresses to Joan for all MISCA properties and will reach out to any MISCA tenant who has not responded to the survey.

Meadow Lots:

Tobey asked for clarification on who is eligible to purchase the rights to build on the meadow lots. It was confirmed you have to be a registrant and that current Monhegan residence is not required.

New Business:

Registrant List Update:

Mia submitted an application to the contact person to become a registrant and update Amelia's name.

MOTION: Approve adding Mia Boynton and Amelia Short to the registrant list. Passed.

Meadow Lots Building:

Matt asked if MISCA would consider building on the lots if there was only one interested party. He also suggested posting the cost of the building rights soon to encourage people. Discussion ensued, Carley will research the cost of the building rights and remind trustees of the application process.

Housing Contact:

Sue reached out the Jonah. She will reach out to him again in the new year when he's not so busy.

Meeting:

The next meeting of the trustees will be January 27th, 4:30pm via Zoom.

The meeting was adjourned.

Respectfully submitted,

Carley Feibusch, Secretary