

ICDC Board Meeting April 7, 2013

Pursuant to notice duly given, there was a meeting of the Board of Directors of the Isle au Haut Community Development Corporation on Sunday, April 7, 2013 at 5:00 p.m. in the Town Hall on Isle au Haut and via telephone conference call.

Present: Bill Calvert, Landon DeWitt, Dana Perry, Catherine Richards Olney, Steve Shaffer, Ellard Taylor, Gerry Wurzburg

Absent: Judi Burke, Rudi Graf, Jerry Kriegel, Waylan Small, and Megan Wibberly

There was a motion made and seconded to unanimously approve the minutes of January 6, 2013 with minor corrections.

Committee Reports-

Marketing & Recruiting- both new houses are now filled with qualified candidates. All parties are excited and committed to being year-round residents. We heard a little about the various personalities. Julie and Tracy, who were hired for the Keepers House, are recently married. Steve Shaffer has known Julie for a long time. She has worked in the food and hospitality business. Tracy worked at LL Bean for many years. He is also interested in carpentry and getting his captains license. They both have many creative ideas. The second couple, Abi and Jacob, discovered IaH through a web search. They have a 6 month-old child. One of their brothers lives in Addison, and this is how they learned of ICDC. On April 4, 2013, they came to IaH, and visited/interviewed with the Calverts, Kendra Chubbuck and Steve Shaffer. The wife is a full-time novelist, and the husband is a baker by trade who was trained in CIA's West coast program. They appear to be a very well adjusted couple.

Bill Calvert reviewed the rental process for the Board. Initially a formal application is submitted, then a specific website is used for a full background check (both candidates came out in mid-range, but all questions were fully answered). This site also looks at credit scores. There is also an application fee charged as well as security deposit expected of one month's rent. In terms of personal finances, Julie and Tracy want to prepay for the winter, and Abi has book advances that secure them financially.

There was a motion made and seconded to unanimously approve the recommendation of the two applications for both new ICDC houses.

A reminder was given about the upcoming New England Cable Network visit on May 9, 2013. There is now a different story to tell with ICDC's imminent inhabitants. Also, a special thanks was given to Bill Calvert for his extraordinary marketing efforts.

Building- the goal is to have both houses finished and inspected by May 15th. The committee has a scheduled conference call on April 9, 2013 with Henry. There is still much work to do, but now with specific pressure to finish. Gerry Wurzburg outlined the work schedule.

Peter Burke has generously offered his landscape design pro-bono for both houses. He is trying to coordinate his work with the builder's excavating plans. In next week or so, Peter should be on island. MSHA also requires a fence at the Village House to separate it from the abutting Fire Station. Peter will incorporate this into his design. There is discussion around volunteers to help with planting, getting donated plants from local island gardens

The lightning rods will go on in a few weeks when certain roofing is finished at both locations. There is continued discussion about relocation of the deck stairs at the Blueberry Hill house. Ellard is working with the architect.

The proposed cost overruns from the January 6, 2013 update are still holding. Small additional Village House expenses are for the Electric Company to dig a trench (\$485) as well as building the fence.

Two final inspections must be done before the houses are considered habitable. The question of extensive interior/exterior site cleanup was raised. It was emphasized that final cleanup is part of every builder's responsibility. Discussion arose about whether the Blueberry Hill shed should be torn down once the new electricity is hooked up. The building committee will further discuss this possibility, especially as it creates an additional cost.

Other final logistics were covered: barge trips and utility specifics. ICDC should coordinate barge trips with fellow islanders and Henry. These trips will start again at the end of April. The applicants would like to get their cars on island. Propane tank installation and quantity were discussed. Providing the new houses with at least two extra tanks to start was suggested. One tank lasts approximately four to six weeks. It's likely that the family with a small child will be doing a fair amount of laundry. Steve Shaffer is coordinating this delivery for the island. The tenants will repay the additional tank cost. They will also need to join the Electric Company and eventually sign up for kerosene delivery. Currently there is \$1,000 in a store account for kerosene. This can be split equally between the two new houses. Landon DeWitt will add them to the upcoming delivery list.

Later this spring, a community potluck will be planned to welcome these new residents. ICDC now needs to update their website to show the houses are rented. However, we should continue to track inquiries to justify interest in future renters/houses. Any overflow inquiries could be directed to the Town owned Miss Lizzie house, which Landon DeWitt manages. Currently the Park ranger will rent the

Miss Lizzie house through the fall with the possibility of Colleen Drew's mother moving in for the winter.

Finance- What will ICDC's cash flow look like with renters? The original loan was based on rental income, but will need to be re-evaluated. It is also a MSHA requirement that ICDC needs to build a reserve fund. Before the next Board meeting, a budget will be created. Dana, Catherine and possibly Bill will work on these numbers.

Dana Perry reviews the numbers. He is working on the Form 990, which is due by May 15th. *Dana needs the Board's approval on this form 990, and will circulate it before the May deadline.* It must also be put on the ICDC website to allow public access to this information. Gerry Wurzburg offered to do create a hyperlink.

All construction fund overruns will be covered through the mortgage increase. Final accounting will be done at the end of construction, and Genesis will move the correct amount of funds directly to the MSHA account.

Development-

1. From our grant application to Peoples United, we received \$2500 in February 2013. They had a small press release about this donation. Thank you to Bill Calvert for making the connection.
2. The Stephen and Tabitha King Foundation grant was denied for collaborative work with the Island Institute. This grant was to help offset some of their staff hour and possible barge costs. However, this denial did not impact the Institute's overall coverage for the Weatherization Week.
3. After talking with Liza Fleming-Ives at the Genesis Fund about overall fundraising strategies, she described how similar projects all get to the same place as ICDC. You exhaust the grant and foundation routes, and need to consider creating an annual repeal and/or targeted asks for specific projects. It helps you defray passing the costs along to the renters.
4. The Isle au Haut-a-thon organizers would like to do something again and have the proceeds go towards ICDC. It may occur in July this year. Ellard and Catherine are still working on Rob Reider for a mid-August event. It would be a combined Talent Show/Auction where Rob and Bernadine would emcee. We are finalizing Rob's commitment and date before we speak with Bernadine.

****Will there be a ribbon cutting for the new houses?** The Island Institute, Genesis Fund, and local reps are all interested in celebrating this success. Gerry and Catherine will talk further.

Building maintenance- Carl Maxcy's house had a leaking pressure tank issue. Landon DeWitt purchased a new tank. He asked to be reimbursed for \$150. During the recent energy audit, an uncapped gas pipe was discovered under the same house. It was repaired.

Report of Chair-

1. Maine Islands Coalition- an Augusta meeting took place March 14, 2013. Liza Fleming-Ives from the Genesis Fund asked Catherine to attend and speak about affordable housing to the legislators. It was also an opportunity to hear about the Island Institute's 3-year strategic plan, which becomes effective July 1, 2013.
2. Island Institute- ICDC has partnered with the Institute's energy based programs. The second phase of the Weatherization week will take place the week of May 20th. It will provide air sealing and insulation work on 8 island homes. The Institute is also in a planning phase for future programs and would like to continue the partnership with IaH. They have proposed another DIY (do-it-yourself) project this summer to build more storm window inserts. This could coincide with ICDC's Annual Meeting and make it more interactive, educational and community building. Possible potluck afterwards. It would be a time when more people were on the island
3. MAHC- Catherine attended the Maine Affordable Housing Coalition meeting on April 2, 2013. It is a chance to hear what's happening with all aspects of affordable housing statewide as well as how Federal rulings affect Maine. In the future, there will be more collaboration between MAHC and MSHA, especially regarding their construction services.
4. Tax-exempt status for BH house- the appropriate form was filed on April 1, 2013. We will await final confirmation of the property's status.

Other Business-

Catherine Richards Olney raised Clare Mathias's interest in community service on Isle au Haut this summer. She has a high school requirement of thirty hours. Possible projects would be landscape help or working on the triathlon. Asked BOD to keep ears open for other island organizations that might need help.

The Island Institute has approved Megan Wibberly as a 2nd year fellow for IaH.

The next Board meeting is scheduled for either July 7 or July 14 at 5pm. We will determine which is more convenient for most people and advise the group.

There being no further business to come before the Board of Directors, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Catherine Richards Olney, Board Chair