

ICDC Board of Directors Meeting

11/16/10

7pm

Directors in Attendance: Ellard, Al, Landon, Katie, Morgan; Steve joined at 7:30

Attending by phone: Jerry, Judy, Gail, Dana

Observer: Margaret Snell

I. Minutes:

Gail moved to accept them, Landon seconded. 7 voted in favor, the 2 who were not present at the last meeting abstained.

II: Website Development:

2 of the 3 requested proposals have come back: Gerry expects to be back to us about them by next week.

III. Connect ME:

The TDS/ICDC grant application to extend internet coverage to the South end of the island island made the first cut. Things look hopeful and we may know by next week.

IV. Maine State Housing Authority Grant:

Al worked on putting a realistic budget together for the project, which meant dealing with architects and modular builders. The contact at Rockport Homes said it would cost about \$103,000 for their "Portland" home, and for the transportation to Stonington.

The modular design from Robin Tennenbaum is posted on to the Google Group.

The program statement:

-At this time the group turned their attention to the program statement that Ellard and Tim had worked on. The program defines the project, giving it general boundaries, and the architect then designs the house based on those requirements and limits. Does the program statement adequately describe our needs? The following is a list of the questions, concerns, and comments.

- Definitely want an open plan for the second floor.
- Is there unfinished space/utility space? Yes, inside the envelope.
- The patio/deck is one item that could be cut for cost efficiency.
- Definitely 3 bedroom, 1 full bath. Half bath could be cut.
- Perhaps a computer nook in lieu of an office?
- Keep built-ins to a minimum. Renters can furnish.
- \$150/ft² as a rough estimate is perhaps feasible, given that other things (e.g. contract management) are being covered as separate line items.
- Likely no survey expense.
- Might the CBDG cover demolition costs? Al will see if that is possible (and hunt down any other possible uses to which we might put that grant money).
- Might we just hire a local contractor to take care of contract management, and so roll it into the price/ft²?
- Defining “contract management:”
 - organizes job
 - submits and reviews bids by subcontractors
 - deals with the materials lists and coordinating deliveries
 - coordinates between subcontractors
- Is there any possible reason ICDC would want to perform those duties rather than hiring out? Would there be any cost savings or benefit to retaining that control? Or would it just be an unnecessary liability?

Minding the Financial Gap:

Given the program statement, it became clear that as we proceed, we will have to find a balance between realism (serious concerns about the economy, what sort of money we can get our hands on, the price of building on IAH) and idealism (the quality of construction and energy efficiency- truly affordable housing). It is likely we'll have to be creative about solutions and fundraising, and might have to be somewhat flexible about our “requirements” if we are to stay on a reasonable budget. When the modular builder comes out to look at the schoolteacher's house we will also have him look at the Furrow property to see if modular would be within the realm of possibility for that project.

When we write the application for the MSHA grant, we will have to show the many directions in which we have our hands outstretched to cover the costs, and also inform them of the extra challenges and expenses that come with building on IAH which push the budget beyond what they would regularly expect.

V. Shaffer House Purchase Update:

The appraiser was out, and we're on the home stretch.

VI. Executive Director:

Ellard has been in discussion with several board members about this position, and asked that Morgan Witham's name be put in nomination for the job. She is well qualified, and has during this transition period been doing some of the ED work by extension of her role as Secretary. The ED job is described in the By Laws and a more detailed outline of duties is available for review on Google Groups. It is estimated that the job will entail about 10 hours per week and Ellard recommended that the compensation be set at \$20.00 per hour--to be paid as an hourly wage. Morgan has agreed to accept these terms if nominated.

Discussion:

- Hourly wage rather than salary would be a better way to control costs.
- Secretary work would be separate.
- Board of Directors meetings would not be a part of working hours.

Steve moved to vote up or down on the nomination of Morgan Witham as Executive Director to be compensated at \$20/hr; the hours per month will be determined as needed/affordable. Gail seconded the motion. Excepting Morgan, who abstained, the board voted unanimously in favor.

Morgan will work on writing up a work agreement for the next meeting.

The next meeting will be Tuesday, December 14th, at 7pm.

Steve moved to adjourn, Landon seconded, and there was a unanimous vote in favor.