

ICDC Minutes Dec. 5,2011

Present: Board Members: Gail Holmes, Steve Shaffer, Bill Calvert, Jerry Kriegel, Judith Burke, Gerry Wurzburg, Gail Holmes, Dana Perry, Ellard Taylor
Robert Lingley: legal advisor
Rudy Graff: Chairperson Microloan program
Alex Harris: Island fellow.

Agenda

Unanimous approval of minutes

COMMITTEE REPORTS

MICROLOAN PROGRAM.

RUDY reported that we have two new loan applicants. This means we may have 4 new loans in the past six months, proof that the loan program is up and running.

The committee continues to work with our ongoing loan applicants.

ARCHITECTURE REPORT

Along with the following summary, please see the attached architectural report.

Gerry, Ellard, and Alex have been working closely with the architects and Maine State Housing Authority to try to get a stepped up timeline for the work to go out to bid and for construction to get started by March 1, 2012. MHA notified us in November that we must have substantial construction begun on one house by March 15, 2012. Work begun after March 15, 2012 must comply with new ADA requirements. Since our designs are finalized, a later start date would require substantial redesign to comply with ADA requirements at substantial additional cost., Construction start can range from getting the road built to putting in a septic system to starting construction on the house. **We hope to get this in writing from Norm as protection from the federal requirements.**

Therefore, our goal is to get bids out by Dec. 9, 2011. Alex has three off island construction businesses interested in bidding. We will be putting a notice on our website, we will be posting bids in town, and putting the bids in the local papers. Bids will be closed on January 2,2011. We will decide on bids the week of Jan. 9 and our selection will then be reviewed by MSHA.

Because MSHA did not notify of this change in the ADA requirements until Nov. 9, we expect that they will move the work that they need to do, quickly, including going over and approving the bid that we send to them.

Where we are in the process with MSHA right now is that Tim and Bryon are working on the only two design revisions that were major, (additions of roof overhangs of 18" on the eaves and 9" on the rake ends, AND a slight increase in the pitch of the porch roof.)

Tim and Bryon's architectural work should be going out to MSHA by the end of

this week.

The village house is also being worked on. Peter Burke and Alex have had a series of exchanges of documents and photographs to facilitate accuracy of site plan development.

The bids will go out together for both of the houses although we will not have the village house totally complete. However, we do have total specs done on the Blueberry Hill sight, and a contractor will be able to give us an accurate bid for both houses. Our intention is to bundle the houses under one contractor, if possible.

We believe that the State will work with us. However, we also need to have all the finances raised before we can start building also.

Ellard has a meeting set up on Monday night with hopefully all of the architects.

Alex will be doing the title search for closing documents. Gerry is getting the other documents, i.e. insurance, closing documents in order.

Fund raising Committee

We have \$130,000 of our \$200,000 goal. We received a \$5000 grant from Camden bank. Our fundraising letter went out and we are receiving a really great response with lots of small donations from lots of people. Thanks to Bill Calvert, the People's United Front is giving our proposal a good look. We did not receive a grant from Bangor Savings bank.

MSHA is giving us \$355,000 instead of \$350,000 so we have about \$70,000 more to raise. Catherine and Gerry are working on that.

Financial Report: See attached financial report for detailed information.

We have \$217,000 in cash
\$150,000 in checking
\$60,000 in microloan
Received from selling stock \$8000
Receivable pledges \$61,000

Marketing and Recruiting Committee

Bill is sending out the press release that Kate Taylor wrote to the 30 plus contacts he has compiled.

We got approval to have an article in the electronic version of the American Home Business newsletter in February. (5000 members nationwide) Kate Taylor has agreed to write one.

Our committee needs to meet to talk about the application process, that we are looking for families for the available house but there is also a beloved teacher who lived on the island and may want to come back. It was also suggested to use Craig's List as a possible place to advertise.

The recruitment committee must work on an application for any new applicants on the houses right away, as we will have an empty ICDC house at the end of January. So by next meeting we need an application and vetting process.

Community Engagement Committee

Alex will talk to Ellard about having a volunteer day for ICDC this winter and figure out what might be done at the Blueberry Hill site. Good idea as a way to get people involved although Alex has been quite busy so this could happen some time this winter.

We had another discussion as to how we can involve community members in ICDC, how we can help people in their efforts as well as their helping us. It was suggested to use i-neighborhood as a way to link to our site. Judi will talk to Bill more about this and see what plans we can come up with to get more people to use that site. The idea would be that we would link to that site.

Building and Maintenance Committee

Our current renters in house #2 will be leaving the end of January so we decided to hold off replacing the windows until then. We will also be able to paint the house and have it ready for rental on March 1st 2012.

10 year plan

Alex has been way too busy to work on the ten-year plan at this time.

Conflict of interest: See attached

Dana informed us that we need a conflict of interest plan because we are a non-profit.

We approved the Conflict of interest document as it stands but will go back to it next meeting after Dana talks to Robert Linley about language re: who communicates privacy of information.

Next Meeting January 8 5pm

