Minutes of the Recluse Community Trust

March 16, 2009

Members present: Mike Manor, Sue Wallis, Marilyn Mackey, Billee Hackett, Jo Rogers, Kathy Spellman, Sharon Rinker, Amber Loetscher, Cate Loetscher, Amory Hubbard, Laurie Davis, Jerry Means

Chairman Marilyn Mackey called the meeting to order. Sue Wallis agreed to serve as Secretary for the meeting. Minutes of January 12th meeting were approved, as was the Treasurer’s Report. It was moved, seconded and passed to ratify bills that were paid pursuant to email votes completed previously:

* $25.00 Wyoming Secretary of State – nonprofit annual report
* $1,196.25 Big Horn Surveying
* $479.80 Dale Buckingham Architects
* $54.00 Post Office – annual rent

It was noted that the Trust has received a check for $20,645.00 from the Wyoming Business Council which represents 71% reimbursement for architectural fees paid.

The insurance payment of $1,530 will be due on April 15th and it was moved and passed to pay that bill when it is due. The Treasurer will call and check that no adjustment needs to be made once we actually start the project, so that we are covered until the project is done.

It was also moved and passed to pay $479.80 to Buckingham Architects for the current invoice.

Old Business:

The property line adjustments and associated legal work has been delivered to attorney Joe Hallock. We should have the papers with a couple of days, and will need to get them to the Oedekovens. Josh of Big Horn Surveying will submit the septic paperwork to the agencies as soon as this is done.

The architects will have all of the information to the contractor within two or three weeks. Optimistically, we could break ground around the end of April, first of May.

Fred Oedekoven will be back on May 10th, and will be available for day to day contractor questions, and so forth. Jerry Means also indicated a willingness to serve in this capacity.

New Business:

It was moved by Sue Wallis, seconded by Amory Hubbard, and passed unanimously to keep the officers as they are until after the project is finished.

A discussion of board responsibilities in light of the impending project and the need to share the burden was held. The assignments are:

* Set up meetings – Cate and Amber
* Pick up and take care of mail – Sharon
* WBC Quarterly Reports and grant extension (if necessary) – Sue
* WBC Grant Reimbursements – Kathy & Sue
* Check on septic permitting with DEQ and county – Josh Johnson, Big Horn Surveying – Jo Rogers
* Project Oversight – Fred Oedekoven and Jerry Means
	+ Project contract
	+ Coordinating with architect and contractor
	+ Available to sign change orders as needed
	+ Keep the Board updated on project progress
* Set up and coordinate moving out of Hall and storage of items – Pleasant Hour Club
* Tear down coal shed – Pleasant Hour Club
* Roof removal – Marilyn will check with contractor about roof removal in the project timeline

A general discussion of the roof removal process was held, including the steps that needed to be taken to mitigate asbestos removal, and it was decided that we should ask the contractor to price the cost of using their equipment and personnel to actually take down the rafters and decking, but that community volunteer labor should be used wherever possible. The tin off of the roof might be salvaged. Also, the coal shed needs to be taken down and could be done with volunteer labor.

Preparations for the IRS reporting which will be due on May 15th was discussed.

Meeting adjourned.

Respectfully submitted,

Sue Wallis, Executive Director