

North Sea Community Schoolhouse Association Inc
Membership Meeting Minutes
March 4, 2024

1. Call to Order

The March 4th, 2024, General Membership meeting was called to order at 1905, 7:05pm EST. In the absence of the President, Jean Mackenzie, the meeting was run by the immediate past President Don Oliver.

2. Salute to Flag / Moment of Silence

The meeting was opened with the Pledge of Allegiance, followed by a moment of silence for the sick and departed.

3. Membership in Attendance: Membership signed sign-in sheet.

Members in attendance: Barbara Albrecht, Sue Berkoski, Mark Borucke, Ray Clair, Michael Collins, Sheila Comparetto, Sarah Cutler, Lee Essay, Barbara Fair, Carol Lee Griffin, Myron Holtz, Mackenzie Koster, Mike Mercer, Mike Mosolino, Don Oliver, Robin Oliver, Ashley Rewinski, Tara Roche, Merry Roessle, Matt Stukas, Virginia Styler, {21 people in attendance.}

4. Reading of Minutes

The minutes from the February 4th, 2024 General membership meeting were emailed to membership and posted on the NSCSA's website. Minutes were read by Merry Roessle. There were no corrections made. *Motion by Mike Mosolino & seconded by Mike Mercer to accept minutes. All are in favor.

5. Treasurer's Report: Reading of Communications/ Correspondence & Bills / Financial Report

Reported by Mike Mercer Treasurer. Reports for December, 2023; & January & February, 2024 submitted.

Summation: Bank assets:

As of 12/31/23 - \$27,972.42

As of 1/31/24 - \$20,754.98

As of 2/29/24 - \$26,243.99 See attached for details.

Discussion:

Questions about donations: based upon the report from the Membership Committee.

Questions about expenditures:

Mackenzie Koster reports: \$1800 for 2 years for website, Free trial is over.

How do we want to pay?

Discussion: Pay monthly or annually.

* Decision: Monthly payment for the time being.

Discussed PSEG billing, and the fact we have a credit.

Liberty gas we have a credit too.

*Motion by Barbara Fair & seconded by Robin Oliver to accept Treasurer's report. All are in favor.

3/23/24 draft – await 4/1/24 acceptance motion

Myron Holtz asks “Can we have a profit & loss sheet for “Wheels On Wednesday” going forward?

Discussion: How to facilitate this, can it be done?

Mike Mosolino would like our credit card to be used for purchases for “Wheels On Wednesday” -

Further discussion next month.

Discussion: to use a petty cash system for “Wheels On Wednesday” purchases.

* Decision: No petty cash system.

Mike Mercer reports that based upon the records he reviewed, there was a Loss of \$3000.00 from last year.

Asked last year’s membership any reason?

Discussion. No definitive reason, group was unsure. But will have to deal with it.

Who has access to Square account & Venmo account: Mike Mosolino & Ashley Rewinski,

Mike Mosolino will give account # & information to Mike Mercer.

Mike Mercer provided monthly reports for January & February 2024.

6. Report of Committees

Building & Grounds: {Ray Clair & Myron Holtz}

Ray Clair reports: Decorations are up for Easter.

Bill Mahoney will put the heat on next week.

North Sea Gun Club will have “Dinner event meeting” on March 16th.

North Sea Gun club are members.

Building use cost to be determined.

Ray Clair talked with Bill Mahoney about Instant hot water heater:

best to be installed with a gas line.

Discussion about Instant hot water heater using gas {we have line already} or Electric.

Ray will get price for electric water heater or gas Instant hot water heater.

Myron - Survey: discussion about property markers, not clear on the survey.

Memorial Trees are on Fire Department property.

Brian McGowin has had his property surveyed, perhaps we can see his to determine our lines.

Tree plantings & cleanup from him. Ray authorized Brian to remove fallen tree on his property.

Good & Welfare/Sunshine: {Sue Berkoski: chairperson}

Nothing to report.

Building Use: Building Use Committee members: Mackenzie Koster, Tara Roche, Katelyn Brady

Mackenzie Koster reports on their committee results.

Certificate of Occupancy: 49 seated people. 68 unseated people.

These findings are based on other association's building use andn North Sea Fire Department Occupancy Certificate.

ie. Watermill Community House as reference point.

Presented 4 different building use options. Pricing discussed for each. Mackenzie Koster will submit report.

Discussion: Some groups have no funding, what will we do?

* Decision: Case by case basis.

Further discussion is needed by the Committee.

Discussion: Previously many people have not been charged for building use.

Contract will include all details.

\$800 security deposit, for all building use. Will be paid in advance. Returned in 14 days

Insurance certificate for all will be needed. Will discuss further in committee.

Myron Holtz: has advised that current insurance agent may be able to assist users in obtaining the necessary Insurance certificate.

{sometimes people can attach it to their homeowner's or renters policy.}

Set up & Clean up: must be done by use person. If not will have to get cleaned and be charged.

Discussion: cleaning company?

All Trash & décor must be removed after events.

Asks about having a "Hold Harmless agreement" Will consider.

Mackenzie Koster will look into it.

Discussion: Music stops at 11pm, building closes at 11 pm.

Discussion about a negotiated rate for organizations.

Discussion about the Church group: estimated that they use it 40 times/year.

Consider discounted rate for Sunday use if building use group doesn't come in till noon?

Funeral, Memorials will remain free.

April 6th - Mark Borucke fishing group - will discuss building use cost?

Don Oliver thanks committee for their work.

This is the Building Use Committee's Report:

"Updates to the building use agreement:

Below are the following guidelines we've adopted moving forward for events. Members may request discounts & no charge "events" like community meetings, funerals & memorials. All events, regardless of what is donated, require an insurance certificate and/or security deposit.

- Recurring Meeting(3 hours, \$50 a session, minimum of 4 in 1 transaction)___
- Main Floor Only(\$400)___
- Main Floor with Kitchen/BBQ(\$600)___
- Main Floor with Kitchen/BBQ & Use of Grounds(\$800)_____.

Building user is required to obtain any necessary tent permits and NY State Liquor Authority permit if alcohol is served.

The clean up requirements were also specified to include mopping, sweeping, removing garbage and wiping down all surfaces.

(not mentioned in meeting): Katelyn Stukas will be printing and laminating the list of clean up requirements as well as another copy of the occupancy standards.“

Membership: {is for new applications}

Applications still coming in.

Mackenzie Koster {M.K.} sent out invites to website for members to access.

M.K Will help any member to access site and register after the meeting, as needed.

Fund Raising:

Sheila Comparetto investigated different grants we may be eligible for:

1. Can apply for a Maintenance grant {\$10,000 maximum}, because we are a historic building not privately owned.

Forms, Need written estimate. Discussion Julie Green, Town Historian.

2. Also discussed with her: Façade easement grant we are eligible for that too. It is a one time grant.

It is a percentage of the appraised value of the building.

3. Building Use grant - one time grant.

Sheila will spearhead these grants.

Mike Mercer knows a Grant writer who may be able to help out.

* Motion by Mike Mercer, seconded by Don Oliver:

“Up to \$300 for a grant feasibility study” with a grant writer. All in favor.

Discussion: Regarding using a professional to assist for grant writing by Myron Holtz, Robyn Oliver, Ashley Rewinski & membership.

Barbara Fair : Report on ongoing open grant. Initial estimate was \$19,000, current estimate from another contractor is \$36,000. Storm windows {Labor and materials} and painting.

Bids from Riverhead Building Supply and another company.

Must be based on Prevailing wage. Must be historically correct storm windows.

Don Oliver thanks all for their work on the grant projects.

Website/Social Media: {Mackenzie Koster & Ashley Rewinski}

Website development still in progress. “Wild Apricot” is our hosting website.

Members are signing up.

Scholarship: Committee members: Barbara Fair, Sheila Comparetto, Irene Mahoney, Sue Berkoski

Barbara Fair continues follow up with High School.

Ashley Rewinski asked if we had digital copy of the scholarship application to post on website.

Barbara Fair will look into it.

Nominating: 2024 Committee members: Matt Magee, Mackenzie Koster, Tara Roche
Nothing to report.

Wheels on Wednesday: {Mike Mosolino & Greg Miller}

Mike reports: Wants to put up property layout markers for event.

Wants to create a handout for the Car Owners in attendance:

with procedure, safety, & property use.

Related Discussion: We should obtain Insurance certificates from the North Sea Fire Department and the Carnival operator for their use of the grounds for the Carnival.

Ashley Rewinski and Mackenzie Koster volunteer to create request letter for both.

Special Events:

Easter: Joanne Robinson, Lisa Moore, Debbie McKay and Carol Lee Griffin are “all in.” confirmed.

Volunteer Committee for stuffing event: Robin Oliver, Mackenzie Koster, Tara Roche, and Ashley Rewinski will meet at end of meeting

Cupcake maker volunteers: Sue Berkoski, Barbara Fair, Barbara Albrecht.

Robin Oliver will order from Amazon: Plastic eggs, stuffings, etc.

Tara Roche will donate money for cost.

Barbara Wilson was the Easter bunny last year, Don Oliver will confirm her to be Bunny again.

Easter Egg hunt is March 24th, Sunday at 2pm to 3pm; Rain or Shine.

Spaghetti dinner: Mike Mosolino organizes it, maybe in May. Will discuss next month.

Christmas: future discussion.

7. Unfinished / Old Business:

Findings on Easement Grant Information is still ongoing: See above

Barbara Fair & Sheila Comparetto met with Julie, Town Historian,

Mailings: Some were Returned because incorrect address. Mackenzie will spearhead mailings.

West side of property: Brian McGowin not in attendance will discuss next month.

Ring security - Now that we have wifi. Further discussion - next month.

8. New Business

Carol Lee Griffin: Made speech donated \$2500 to Building & Grounds, Maintenance & Repair.

In memory of John Griffin.

Thank you letters? Mike Mercer: Who does them?

Donation List was given to Barbara Fair, Corresponding Secretary:

She will send out and decide monetary threshold.

Mike Mercer mentioned that New York State Sales tax may be due as a result of wording in the application for memberships and dues:

Verbiage might need to be changed. Mike Mercer will spearhead.

9. Adjournment

On a motion offered by Virginia Styler, and seconded by Ashley Rewinski, the March 4th, 2024, General Membership Meeting was adjourned until next month. All were in favor. Motion so carried.

Time: 2102, 9:02 pm EST.

Respectfully submitted,

Meredith Roessle, Recording Secretary for the General Membership

2024 Officers:

Jean Mackenzie, President; Matt Magee, Vice-President;

Mike Mercer, Treasurer; Carol Lee Griffin, Co-Treasurer;

Meredith Roessle, Recording Secretary; Barbara Fair, Corresponding Secretary