

Habitat for Humanity of Merced County Board Meeting Minutes

August 28, 2017

Meeting location: St. Paul Lutheran Church Library  
2916 N. McKee Rd. Merced  
Meeting # 281

President (Administration Chair) Jan Sorge	Present
Vice President (Recruitment Chair) Michelle Paloutzian	Present
Secretary (Public Relations) George Gallaher	Present
Treasurer Donna Hall	Excused
Family Services Chair Nellie Venegas	Excused
ReStore Resource Chair Lyle Allen	Present
Finance Chair Sean Arnold	Present
Member at Large Pete Delacruz	Excused
Member at Large Fred Pillsbury	Present

6:33 p.m. Call to order, Jan Sorge President.

Guests: Barry Carbaugh, Jerry Parker

**Devotion:** George read a devotion about working together.

**Minutes:** July Board minutes: Approved as written.

**Financial Report:** Jan reported that all mortgages are up to date except Aurora who usually pays hers toward the end of the month. Jan reported that the performance bond will be transferred to our checking account in January when it will be mature and interest will be paid.

**Family Services:** No Report due to Nellie's severe illness. Jan asked that we all keep Nellie in our prayers.

**Site Selection** No report.

**Administration:** Jan reported That Habitat for California wants \$500.00 for dues. Lyle moved and Sean seconded not paying these dues. Motion carried. It was noted that this group controls the funds people donate to Habitat for Humanity through their California Income Tax returns. Jan reported that since the weather will be hot we will not participate in the U.C. Community Day for Non-profits. After much discussion it was decided to hold off on the open house for the ReStore until January and to coincide the event with the Chamber of Commerce. We will more than likely not have an event for World Habitat Day this year. Sean will work with Chipolte's to set a fund raiser date in October. Our annual meeting is set for October 21, 2017. Board members need to be there at 4:00 P.M. to set up for the event.

**Public Relations:** No report.

**Church Relations:** Jan will have a communication to churches when the plans for the ReStore are certain.

**Recruitment:** Michelle stated that she is actively seeking new board members.

**Other:**

Barry shared the following:

Rent \$2,500, Property Tax \$200, Water/Sewer 250, PG&E \$200, Insurance \$250, Liability? Upkeep/Maintenance?. \$3,400 per month times 24 months equals \$81,600. Plus, six months of expenses during free rent period \$5,400 equals \$83,000. Note was made that the building is 100 years old and much can go wrong with the components of the site. Sean and Lyle agreed that the agreement was a good one considering the price per square foot. Barry agreed about the cost per square foot but was skeptical of paying taxes and insurance. Jan stated that we have over \$100,000 in the bank. George pointed out that part of that is for the Fund for Humanity. Lyle pointed out that other affiliates have started ReStore operations and he doubted that they worried about the Fund for Humanity.

Michelle moved and Fred seconded to accept the lease with the following change to the vacation clause: “or a suitable tenant is found”. Also, the Hazard insurance issue is to be addressed. Motion passed

Sean reported on a sign to be placed over the front door of the establishment. The total cost of the sign, its installation and the associated permits is \$1,425. The board applauded the great work accomplished by Sean in the research about the sign. Fred moved and Lyle seconded to go ahead with the paying for the sign and arranging for its construction and installation upon final signing of the lease agreement. Motion passed

Lyle shared the floor plans with Michelle who asked him to obtain and forward to her the distance of the check-out counter from the front door. Lyle asked George to send him the names of prospective donors and to also deliver completed address labels for those potential donors. Michelle asked for a list of merchandise currently in storage. Lyle stated that it would be better to just assign general areas to groupings or types of merchandise since the inventory will be fluid and adjustments to floor space will need to be periodically made.

**Meeting adjourned:** at 7:48 p.m.

Respectfully Submitted: George Gallaher, Secretary

**Habitat for Humanity of Merced County**

**Meeting Sign In August 28, 2017**

*George Gallahan*

*Fred Pillsbury*

*A - Cull*

*Jan Arge*

*Lyle Allen*

*BARRY CARBAUGH*

*Levy Parker*

*Michelle Palonzi*