

Habitat for Humanity of Merced County Board Meeting Minutes

January 25, 2016

Meeting Location: St. Paul Lutheran Church, Library

2916 McKee Rd., Merced CA

Meeting # 263

President (Administration Chair): Jan Sorge	present
Vice President: Michelle Paloutzian	excused
Secretary (Public Relations Chair): George Gallaher	present
Treasurer: Patti Houbein	present
Construction Chair: Lyle Allen	present
Family Selection/Partnership Chair: Nellie Venegas	present
Finance Chair: Donna Hall	present
Site Selection Chair: Don Spiva	excused
Member at Large: Pete Delacruz	present
Member at Large: Fred Pillsbury	present
Member at Large: Brittany Oakes	absent
Member at Large: Sean Arnold	present
Member at Large: Ida Johnson	present

6:34 p.m. Call to order Jan Sorge, President.

Devotion: Fred shared story about a blind girl: There was a blind girl who hated herself just because she was blind. She hated everyone, except her loving boyfriend. He was always there for her. She said that if she could only see the world, she would marry her boyfriend. One day, someone donated a pair of eyes to her and then she could see everything, including her boyfriend. Her boyfriend asked her, “Now that you can see the world, will you marry me?” The girl was shocked when she saw that her boyfriend was blind too, and refused to marry him. Her boyfriend walked away in tears, and later wrote a letter to her saying: “Just take care of my eyes dear.”

This is how human brain changes when the status changed. Only few remember what life was before, and who’s always been there even in the most painful situations.

Life Is A Gift

Today before you think of saying an unkind word– think of someone who can’t speak.

Before you complain about the taste of your food– think of someone who has nothing to eat.

Before you complain about your husband or wife– think of someone who is crying out to God for a companion.

Today before you complain about life– think of someone who went too early to heaven.

Before you complain about your children– think of someone who desires children but they’re barren.

Before you argue about your dirty house, someone didn't clean or sweep– think of the people who are living in the streets.

Before whining about the distance you drive– think of someone who walks the same distance with their feet.

And when you are tired and complain about your job– think of the unemployed, the disabled and those who wished they had your job.

But before you think of pointing the finger or condemning another– remember that not one of us are without sin and we all answer to one maker.

And when depressing thoughts seem to get you down– put a smile on your face and thank God you're alive and still around.

Life is a gift – Live it, Enjoy it, Celebrate it, and Fulfill it.

Excused absences: Michelle Paloutzian, Don Spiva

Guests: No guests.

December minutes: Accepted as presented.

Annual Planning Meeting minutes: accepted as amended(changed Pete from present to absent.)

Assessment Compilation: We discussed the idea that the board, aside from a few areas in need of improvement, is generally doing well.

Goals/Priorities for 2016: Jan acknowledged that a set of goals was developed at the planning meeting and that we would discuss them later in the meeting.

Financial report: The golf tournament date is changed to September 30, 2016 due to a scheduling conflict. Patti reported that the mortgage statements have been mailed to partner families. She gave copies of the mortgage statements to Nellie to be used as reference material during family visitations. Patti gave Nellie and Donna passwords and instructions for accessing the bank accounts. The information can be used to confirm mortgage payments of partner families. Sean asked if the mortgage statements met the IRS regulations we were discussing last year. Patti explained that an affiliate from Long Beach had sent her many forms which were completed and essentially exempt us from much of the mortgage initiation paperwork because of our tax exempt status. The Rosas did not make a December payment and haven't, as of today, made their January payment. It is possible that they believe they have paid for their home. Patti asked Nellie to check with them. They owe around \$1,000 and if we pay their taxes and insurance that amount

will increase by the amount of these expenses. All parties involved would be better served if they were to complete their payments before their property taxes and insurance are paid.

Aurora has missed her October payment, paid half of her November payment and missed her December payment. So far she hasn't made her January payment. Nellie has tried to contact her with little result. Nellie will continue to try to contact her. Nellie reported that Aurora stated that the trampoline that needed a safety net is broken so the net is no longer an issue. The partner family on Fig Street is currently caught up with her mortgage obligations. Patti reported that she contacted Big Creek Lumber about a certified letter concerning work on Glenn Avenue. The contact at Big Creek took the information that the work may belong to HfH Stanislaus. Patti will follow up to ensure the lumber company understands the work is not our responsibility. Patti checked in to tax sales. They are held in August and listed in the newspaper in July. We can check the listings to see if any of them would be acceptable for our purposes.

Budget: The printout we received shows income and expenses for two previous years. We will have a formal budget in July and the board needs to analyze the line item amounts and recommend spending less or more on certain areas within the budget. Income varies and we need to exclude onetime amounts from estimates for future years. Patti is working on the budgeting process and should have a working draft by July.

Letters: Patti will get the right tax id number to Don. We will go with the other letter as it is written.

Family Services: Jan will forward information from "myhabitat" about questions to ask during follow-up family visits to Nellie. Nellie expressed a desire to be uniform in the questions asked during follow-up meetings.

Site Selection: Our team has looked at several sites and, so far, none have met our needs. Jan stated that Don wants the board to approve him initiating a two year HUD grant through the City of Merced for \$100,000.00. Lyle moved Donna seconded the motion and the motion carried.

Administration: Jan asked if the meetings could be moved to the fourth Monday of each month at 6:30 p.m. in the library at St. Paul Lutheran Church. There are many reasons for this move. The board agreed to move the meeting date and place. Jan asked Donna to obtain a certificate of liability insurance and have the insurance company fax it to St. Paul Lutheran Church. Jan will supply Donna with the proper fax number. Donna asked why this was necessary and Jan replied that she believes a new certificate is needed for each calendar year. The annual dinner will be October 29th. The room is already reserved. The yard sale is April 2nd, Two parking spaces for \$10.00. George is to look up the previous sign-up sheet and put on our website.

Public Information: The 2016 board directory was distributed. George asked that any needed corrections be emailed to him. George asked for permission to purchase 2500 return envelopes at a price not to exceed \$500. Fred moved and Nellie seconded granting this request. Motion carried. George stated that the letter to donors was based upon a successful donor letter penned by Bill Sanford. The board agreed that the letter should be used. George explained the problem with comparing questions from previous planning meetings with the questions from this year's meeting.

Construction: Lyle reported that he and Larry will meet with Isabel Castro and her sister at Lowes on a Sunday to choose colors and flooring for the work to be done on Isabel's home. Lyle thinks two days will work for the flooring, one for taking up the old flooring, and one for installing the new flooring. The crew will take the cabinet drawers and refinish them. The lower cabinet rails and styles will be refinished at the same time. Next they will remove cabinet doors and refinish them while simultaneously refinishing the upper cabinet woodwork. Lyle plans on doing the work in February. Lyle will have Isabel sign a contract for the repayment of the remodeling materials at a payment rate of \$150.00 per month until the materials are paid for. The contract will be more like a Mechanics lien than a mortgage. The board will approve the expenditures and repayment agreement at a future meeting. Lyle announced that after the work at Isabel's is completed he will no longer be construction superintendents. He stated that he would be available for consultation and would be a volunteer.

Church Relations: Jan is pushing "A Brush With Kindness" in her communications with churches and other organizations.

Volunteers: Next orientation is set for April 13, 2016. Jan has received information from Brittany about the "Volunteer Spot" and will try it out to see how it works. She will also investigate a volunteer database from Habitat International. Donna stated that for approximately \$10 per month enhancements such as an online waiver form can be added to "Volunteer Spot". Jan stated that it might be better to have potential volunteers attend the orientation and sign waivers there.

Unfinished & New Business: Jan will furnish the contracts to Nellie for use during follow-up visits. The group reviewed the goals developed at the planning meeting. Jan asked if anyone had found a good ReStore site. Jan will follow up with Michelle about recruiting a construction supervisor and a volunteer coordinator. She will also mention the need for an attorney and fund raising specialist on the board. Jan asked if anyone wanted to have the Applebee's and HomeTown Buffet fundraisers again this year. Jan has registered our organization with Wal-Mart and will look into doing the same with Target. Jan will look into fund raising opportunities with various fast food outlets in the area. Ida spoke of her travels and her visit with her mother.

Meeting adjourned: 7:33 P.M.

George Gallaher, Secretary

Habitat for Humanity of Merced County, Inc.
Monthly Board Meeting Sign-in January 25, 2016

- 1 Deere Sallake
- 2 Sean Arnold
- 3 Lyle Allen
- 4 Pete Galacung
- 5 FRED F. HSBURY
- 6 Patti Houlihan
- 7 Nellie Veikogas
- 8 Jan Arge
- 9 Donna Hall
- 10 Ted Johnson
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____

Calendar:

February 22 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library
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Devotion: George

Mar 28 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Jan

April 2– Yard Sale – St. Paul Lutheran Parking Lot

April 13 –Volunteer Orientation – St. Paul Lutheran Library

April 25 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Patti

May 23 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Donna

June 27 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Lyle

July 25 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Michelle

August 22 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Pete

September 26 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Sean

September 30 – Friday 8:30 a.m. Golf Tournament – Rancho Del Rey, Atwater

October 24 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Nellie

October 29 – Saturday 5:30 p.m. Annual meeting/potluck, St. Paul Lutheran

November 28 – Monday, 6:30 p.m. Board meeting – St. Paul Lutheran Library

Devotion: Ida

December 26 – Monday, 6:30 p.m. Christmas gathering – bring appetizers to

Share – short board meeting. At the home of Jan & Larry Sorge

Devotion: Fred