

Habitat for Humanity of Merced County Board Meeting Minutes

February 22, 2016

Meeting Location: St. Paul Lutheran Church, Library

2916 McKee Rd., Merced CA

Meeting # 264

President (Administration Chair): Jan Sorge	present
Vice President: Michelle Paloutzian	present
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	excused
Member at Large: Ida Johnson	absent

6:32 p.m. Call to order Jan Sorge, President.

Devotion: George shared Romans 5: 1-6 from the Cotton Patch version of the Bible and shared his ideas of how that passage impacts our organization.

Excused absences: Sean Arnold, Don Spiva

Guests: No guests.

January minutes: Accepted as presented.

Financial report: Aurora has paid \$2,000.00 and is caught up except for one half of her October payment. Budina still owes \$250.00 for furniture purchased. Everyone else is current with their mortgage payments. The Rosa Family is caught up and only owes \$154.10 on their home. Patti has prepared a letter explaining their obligation to pay property tax and insurance once the home is theirs free and clear. (A copy of this letter is attached to the end of these minutes.) There will be a celebration at the annual dinner to honor the Rosas family and their accomplishment. The Merced Chamber of Commerce Bill in the amount of \$220.00 is due. Lyle moved and Fred seconded to pay the bill. Patti will investigate in to the possibility of paying a lower nonprofit organization fee. Patti will also find out about the Los Banos Director's name being on our invoice as a contact person. Donna will attend meetings as she does this for another entity anyhow. Donna or Patti will supply Jan with a calendar of Chamber of Commerce events.

Family Services: Nellie reported she isn't able to log onto our bank accounts to check mortgage payment history. Patti will help her with this. Nellie met with Aurora and explained that house payments need to come first. Aurora has active boys who require expensive sports equipment. Aurora may let her sons earn some of the money needed for

equipment. Aurora received materials relating to budgeting classes. Nellie will follow up with her to make sure she takes advantage of one of these opportunities.

Site Selection: Don was unable to attend the meeting.

Restore business plan: Sean was unable to attend the meeting.

Golf Tournament fundraiser: Don was unable to attend this evening's meeting.

Administration: Jan is working through telephone conversations on the Mortgage origination exemption for our affiliate. Jan will destroy useless paperwork that has accumulated over time. She will keep important papers and advertise for an historian to maintain our photo and scrap books. The board is invited to the Los Banos ReStore open house February 25, 2016 at 5:30 p.m.

Public Information: George returned questionnaires from the annual meeting. Jan collected any extra questionnaires to be filed in a secure place. Michelle and Jan will submit material for the upcoming newsletter. The cost to print return envelopes hasn't increased from the previous batch. The board discussed promoting a line on the California income tax form that provides for donations to Habitat for Humanity. The board will not promote this fundraising avenue at this time. Consensus was to wait and determine if any finds from the tax form provision make it to our coffers. Also, the board agreed that having direct donations from individual donors has served us well in the past and, more than likely, will serve us well in the future. The board agreed to leave our web site design as is and only update content. George agreed to vet potential participants to our Facebook group a bit more carefully. One recent joiner posted a photo of a counter top he wished to donate. Jan pointed out that leaving a message on the affiliate's answering machine would elicit a more rapid response

Construction: Lyle reported work on Isabel's home is progressing nicely. Need to finish some painting, reinstall cabinet doors and install the new counter top. Last item will be placing laminate on kitchen floor. Lyle purchased a product that will fill in low places between areas where vinyl wouldn't come up thus making a level underlayment for the laminate flooring.

Church Relations: Jan is sending information to many places.

Volunteers: Next orientation is set for April 13, 2016. 7 to 8 p.m. Jan is looking for someone to learn the process and take over the volunteer coordinator position.

Recruitment: Michelle reported she will develop information for Facebook, our newsletter and for our web site. Donna suggested we place "*Your name could be here.*" next to unfilled position titles in our next newsletter. George agreed to add the phrase in the appropriate places within the newsletter.

Unfinished & New Business: Donna will furnish a certificate of Liability to St. Paul Lutheran Church. Jan will advertise for an historian to archive our photos and momentos.

Meeting adjourned: 7:28 P.M.

George Gallaher, Secretary

Habitat for Humanity of Merced County, Inc.
Monthly Board Meeting Sign-in February 22, 2016

- 1 George Gallahan
- 2 Michelle Paloutjian
- 3 Patti Houkera
- 4 FRED PILLSBURY
- 5 Pete Delacruz
- 6 Nelle Venegas
- 7 Jamie Iron
- 8 Lyle Allen
- 9 Denna J. Hall
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____

Calendar:

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

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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: George

*May have December meeting on a different date. Board will make a
determination in the future.



**Habitat
for Humanity**

of Merced County
P.O. Box 423
Atwater, CA 95301

Mr. and Mr. Rosas
P.O. Box 137
Le Grand, CA 95333

Dear Mr. and Mrs. Rosas,

Thank you for your recent payments totaling \$870. The balance on your mortgage is now \$154.10. Making this payment in March will complete the payoff of your home. When we receive the last payment, we will have a reconveyance processed which acknowledges that you have paid off the mortgage. Congratulations on this milestone!

I have enclosed the following:

1. A copy of your current property tax bill that is due April 10, 2016 in the amount of \$587.28. Habitat for Humanity paid the first installment on your behalf. From this point forward, you will be responsible to pay the property taxes on your home.
2. A copy of your homeowners' insurance policy that was paid on your behalf through August 1, 2016. When this comes due in August, 2016, you will be responsible to pay the bill.

Our sincere congratulations on the impending payoff of your mortgage. Please contact me if you have any questions.

Sincerely,

Patti Houbein
Treasurer
722-2436