

# Habitat for Humanity of Merced County

August 14, 2007

## Board Meeting Minutes

Meeting Location: Mennonite Church of Winton  
7099 N. California St., Winton

President: Michelle Paloutzian present

Vice-President: George Gallaher present

Secretary: Vacant

Treasurer: Hilda Miranda absent

Finance Chair: Patti Houbein present

Administrative Chair: Donna Hall present

Public Information Chair: Bill Sanford present

Volunteer Chair: Vacant

Church Relations Chair: Vacant

Family Selection/Partnership Chair: Diane Bair present

Fund Raising Chair: Pat Shay present

Construction Chair: Lyle Allen present

Site Selection Chair: Jim Tolladay excused

Member-at-Large: Ed Jackson present

Member-at-large: Fred Pillsbury present

Member-at-large: Fernando Bravo

Member-at-Large: Mary Ann Reynolds present

Legal Counsel: Jim Padron

Westside Affiliate Chair: Richard Martorello

I. 7:01 Call to order Presentation by MCAG on valley-wide planning Michelle

II. Devotion: Lyle Allen "Continue to preach the gospel vigorously using words only when necessary",  
St. Francis of Assisi

III. Excused Absences

Jim Tolladay, Hilda Miranda, David Huberlin

IV. Approve minutes of last meeting (July) Move to accept as presented by Fred Pillsbury seconded by  
Lyle Allen approved.

V. Treasurers Report

Hilda Miranda

No treasurer's report

VI. Committee Reports

A. Administration

Bill Sanford

Annual report from HFH International. Shared a book with the group.

Media Contact List will be updated.

Shared photographs of a lot on Winton Way and Grove Ave. in Atwater.

Pat Shay:

Fund raising tickets for quilt are being printed.

George Gallaher:

Yard Sale is going well.

Affiliate will donate at least \$200 to Sierra Presbyterian Church for hosting our yard sale.

Diane Bair:

Workshop materials need to be updated. Contacted churches to host workshop.

Shared income levels for housing applicants.

Shared mortgage collection manual.

Might use Stanislaus County's documents as a pattern for our next family selection workshop.

Lyle Allen:

Lots: City Council to process title in August. Title will transfer in September.

Work Shop for family selection needs to occur on November 17<sup>th</sup>

Contractor search the affiliate needs a licensed building contractor to oversee the building of partner family homes. Ad in paper hasn't produced a contractor.  
The affiliate Might consider building duplexes on these large lots. This way we could provide housing to four families instead of two. There are ways of making duplexes sound less like rental units.

B. Finance

Patti Houbein

Will work to get the tax statements submitted on time.

C. Public Information

Bill Sanford

Aug 28<sup>th</sup> discussion group will discuss binders for board members at Patti's Home. Need to determine the thickness and its intended purpose of the binder. Possession of a binder should put everyone on the same page as to regards to procedures and purpose and it should inspire growth in each position.

Good discussion meeting last month on organizational development. Program.

D. Fundraising

Pat Shay

No report

E. Family Selection

Diane Bair

Will work to get all paperwork and other arrangements ready for a November family selection workshop. Need to find a church and to get volunteers to help with all aspects of this important event.

F. Family Partnership

Diane Bair

No report.

G. Site Selection

Jim Tolladay

No report.

H. Construction

See contractor selection below.

I. Volunteers

Patti Houbein

The volunteer night is going to occur in September and we are progressing toward that end.

J. Church Relations

No report.

K. Nominating  
No report

George Gallaher

#### Old Business

Motion Moved by George Gallaher, seconded by Fred Pillsbury. Passed unanimously, authorizing Lyle Allen and Michelle Paloutzian to sign as authorized agents of Habitat for Humanity for Merced County, Inc, any and all title documents pertaining to the transfer of title and the closing of escrow for the Upson house.

Michelle: Good discussion meeting last month on organizational development. Our program. Need to be compliant with timely title transfer, Equal Credit Act, Fair Housing Act, Americans with Disabilities Act.

Bill Sanford and Mrs. Reynolds:

Tithe to Nicaragua needs to go to a city close to Merced's Sister City, Somoto. . Mary Ann Reynolds was there and spoke through an interpreter to the mayor who indicated he wants to start an affiliate. Bill Sanford will investigate this matter and report at the next meeting.

Fred Pillsbury: Credit card needs to be renewed in a couple of months. Lyle stated that the bank usually sends a new card before the old one expires. Michelle will check with the bank to insure that new credit cards arrive before the expiration date of the old cards.

Adjournment: 8:55 P.M. Moved by Donna Hall and seconded by Fred Pillsbury. Motion Carried.