

**Habitat for Humanity of Merced County
Minutes November 11, 2008 Meeting #178
Atwater Church of God**

President: Michelle Paloutzian present
Secretary: Genny M Mesa present
Volunteer/Finance Chair: Patti Houbein present
Public Information Chair: Bill Sanford present
Family Selection/Partnership: Fernando Bravo absent
Construction Chair: Lyle Allen absent
Member at Large: Fred Pillsbury present
Member at Large: Diane Bair present

Vice President: George Gallaher present
Treasurer: Hilda Miranda excused
Administrative Chair: Donna Hall present
Church Relations Chair: Jan Sorge excused
Fund Raising Chair: Pat Shay excused
Site Selection Chair: Jim Tolladay present
Member at Large: Kathy Upson present
Member at Large: Pete De La Cruz

MSC: Motion, second, carried

Call to order: 7:08 p.m. by President Michelle Paloutzian.

A quorum was present.

Minutes: Oct 14th 2008 – MSC – Motion from George; 2nd : Carried.

Devotion:

Michelle Paloutzian – read devotion:

Treasurer's Report: E-mailed out to board members. Patti had a question about the Project 11 – question where do we book the difference between the mortgages vs. the actual cost for the project – Patti will find out from Hilda and Lyle. Fred mentioned that his understanding was that the actual costs to build rolled up to the mortgage. Patti will talk with Hilda and Lyle and report back next meeting. Donna made the motion; Fred 2nd motion passed all in favor.

Patti – mentioned a committee should meet each month at least 30 minutes before the board meeting to discuss the financials in depth and provide Q & A to members and or a narrative on the financials to all members. (Committee chosen is: Genny Mesa, Patti, Bill and Hilda).

Bill provided an accounting of the raffle monies collected from the dinner the total was \$157.

Public Information Report:

- A. We will meet at First Church of God for the last time in December – Donna will find the meeting location in Merced for Jan – Jun and report back in December meeting.
- B. Yearly retreat – Michelle is looking for ideas – planned for January we need to secure a spot. Donna will work to secure a location.
- C. Purchases Michelle will pick the polo shirts style and color cost will be approximately \$15/per shirt. Lyle wanted to find out about denim work shirts. Michelle will call over to inside lines. Target has a 6' folding table that folds for \$39 and metal chairs for \$19.99/chair total will be \$80.00. The shade

structure at Costco is \$199.99 – Jim motioned we approve Michelle to spend \$350 – Fred 2nd motion carried.

- D. Bill reminded it was time for the 4th qtr news letter to go out – bill would like submissions by the end of the week to get them printed and distributed.
- E. Bill sent press releases out to the Winton newspaper office looking for coverage but so far no luck.
- F. Michelle motioned that we approve a stipend for Ken Cross our guest speaker at the annual dinner – it was suggested that we approve an amount. Bill suggested \$150 as the suitable sum for the stipend. Donna 2nd all approved. Motion passed.
- G. Michelle gave an update on Jan’s recent illness and confirmed that she is now home in Merced and recovering well.

Administration:

Patti will work on developing a new board roster and report back next meeting. George reported that he will report to United Way on December 17th to review the use of funds they provided. Since we have not yet spent any of the money George will attend and explain. Jim will provide George with a set of plans to provide to United Way. George reminded us that we need to complete our board timesheets.

Construction Report:

Jim – provided brief report regarding an issue with the garage. (GM to get detail).
Site Selection Report:

Family Selection Report:

Family Partnership Report:

Fundraising Report:

Lyle and Pat met last week with three volunteers who are willing to work on developing a Restore. A second meeting is scheduled for this Thursday at 10 a.m. Michelle plans to attend and anyone else that would like to attend is welcome. The meeting will be held at the Starbucks next to the Atwater UPS Store. Fred and Genny added that Peter would be an excellent candidate for a Restore Operations Manager.

Church Relations Report: Given by Michelle in Jan’s absence

Jan contacted Kings View to make the tree ornaments she would like volunteers to arrive on Saturday November 29th at 1PM at the Court House Museum. Jan suggested that we make a donation to Kings View for their efforts.

Volunteers Report,:

Pattie – reported that Merced Jr. Leadership group was willing to volunteer – Michelle suggested we use this resource to place the “Cash for Cars” door hangers in and around Merced. Genny will research cost to print vs. cost to buy direct from Habitat.

Nomination Committee Report:

- Upcoming dates:

January 24, 2009, Planning Retreat

Adjournment : George motioned to close – Fred 2nd and all in favor. Meeting Adjourned @ 7:59 p.m.