

**Habitat for Humanity of Merced County  
Minutes December 9th, 2008 Meeting #179  
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 excused  
Member at Large: Fred Pillsbury present  
Member at Large: Diane Bair absent

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

MSC: Motion, second, carried

**Call to order:** 7:10 p.m. by President Michelle Paloutzian.  
A quorum was present.

**Minutes:** November 11<sup>th</sup> 2008 – MSC – Motion from George; 2<sup>nd</sup>: Carried.

**Devotion:**

Fred Pillsbury – read devotion: “Cleaning Lady”

**Treasurer’s Report**

**Committee Reports:**

Restore report: Pat introduced Peter Andriet who has been volunteering his time to research the possibility of a restore in Merced. Peter provided a site report and gave a rough report on what it would cost to get up and running and a rough outline of expenses for the 1<sup>st</sup> year. Peter provided a ball park figure of \$100,000 to get open and running. The plan is to staff initially with a full time manager and a part time employee. Peter and Pat will continue to work on the restore planning and explore the information on Partner Net regarding the actual daily operations of a restore and will work to get the business plan in place. Pat will contact Calvaras to tag on to the process that they are currently working through as they open the Calavaras restore. Pat has committed to provide more information and a tighter time line and rough draft business plan by the January meeting. Pat will find out if other board members can view the inside of the building. Patti asked how pricing was determined Peter inquired on the site visit and was told that all prices were determined by going on line and there is a formula established on Partner Net.

**Public Information Report:**

**Administration:**

Bill reported that the insurance administration will be transferred over to Donna Hall as of January 2009.

**News Letter:** Bill mentioned that the newsletter is delayed and it looks like it will go out for print tomorrow. We are making progress and Bill also mentioned that he ordered a supply of return envelopes and they should be ready when the newsletter is ready. Bill has been in contact with George to determine who should be on the mailing list. The list has been cleansed and recently reduced to include only those that are considered to be active and or in contact on a regular basis. Jan suggested that we send to all churches and rotary clubs and George has added all of this with a new total of 651 on the mailing list. The question is do we want to mail the entire 651 on the mailing list. Allied West donates the printing but the postage adds up quickly. By the time we add the return envelope it's questionable if we should send out a mailing at a cost of \$400 if there are no donations. Genny will look into the cost of the return envelope with an effort to reduce the cost of future mailings. It was decided that we would send the entire mailing this time and explore.

**United Way:** Michelle mentioned another United Way event that is upcoming and provided the information should any members care to attend.

### **Construction Report:**

Jim provided a construction report – escrows have closed and we now own the properties. Michelle read an e-mail from Josh Ewing of the redevelopment agency. The parcel split is complete and the agency is working for approval for the build. We are working to establish elevation for foundation and getting temporary power to the site. It is hoped that we can pull building permits by February 2009. We currently own 3 lots and one of the lots needs to be split. Jim has been working to complete the list of items that are required by the redevelopment agency. Jim suggested an easement for the common area (concrete sidewalk) between the 2 homes required for each homeowner to bring the trash cans to the front of the home. Jim suggested some play areas and gates for the garbage areas that look like siding the same as the outside of the home. Jim provided preliminary plans to Michelle to use as a guide for the landscaping plans that are required by the redevelopment agency.

Lyle will be arranging a family meeting on the site with the press.

### **Family Selection Report:**

We need to follow up with Pete during the January meeting to be certain he is going to take on this responsibility. Patti will follow up with Diane to make sure there is a smooth transition. We have one family selected and need some paperwork completed.

### **Fundraising Report:**

### **Church Relations Report:**

Jan will be following up with the churches and report back next meeting.

### **Volunteers Report,:**

Pattie – met with Eric Swenson and signed up 24 people from Yosemite church and several were from the construction world. Pattie – will get the names to George and Eric Swenson will head up the Habitat volunteer's at Yosemite Church – it seems like they will be very helpful with the fund raising efforts on our behalf as well.

### **Nomination Committee Report:**

- Upcoming dates:
- January 13, 2009 Board Meeting – Gateway Church in the fire side room.  
January 24, 2009, Planning Retreat

Adjournment : Bill motioned to close – George 2<sup>nd</sup> and all in favor. Meeting Adjourned @ 8:19 p.m.