

**Habitat for Humanity of Merced County  
Minutes of June 8, 2010 Meeting #197  
Kemper CPA Group, LLP**

President: Michelle Paloutzian, present  
Secretary, Genny M. Mesa, excused  
Administrative Chair, Donna Hall, present  
Public Information Chair, Bill Sanford, present  
Site Selection Chair: Jim Tolladay, present  
Construction Chair: Lyle Allen, present  
Member at Large: Hilda Miranda, excused

Vice President: George Gallaher, present  
Treasurer/Finance Chair: Patti Houbein, excused  
Church Relations Chair: Jan Sorge, excused  
Family Selection/Partnership:  
Member at Large: Pete Delacruz, present  
Member at Large: Fred Pillsbury, present  
Member at Large: Diane Bair, excused

MSC: Motion, Second, Carried

**Call to order:**

The meeting was called to order by Michelle Paloutzian at 7:01 P.M.

**Minutes:**

Moved by Donna and Seconded by Jim to approve the May 11, 2010 minutes with one revision. Motion carried.

**Devotions:**

Donna Hall read “Sparrow in Starbucks” a story about a musician who overheard a customer singing along with his group. The customer was asked to sing a song. The customer asked if the musician knew any hymns and if so to choose one. The song chosen was sung by the customer. Afterwards the customer became emotional and the musician discovered the hymn was a favorite of the customer’s recently deceased offspring. The story leads toward the belief that there are no coincidences with God.

**Committee Reports:**

**Treasurer’s Report:**

No report.

**Administration:**

No report.

**Public Information:**

Bill has made arrangements for television coverage for the framing of the current project.

**Construction:**

Lyle reported that trenches are being cleaned to their proper depth since recent rains have caused them to fill with various materials. Lyle is arranging for someone to set the anchor bolts and for a pour supervisor. The site should be ready for inspection by Friday.

**Site Selection:**

Jim reported that the plans for the current build are being revised to meet new building standards.

**Family Selection:**

No report.

**Fund Raising:**

No report.

**Church Relations:**

No report.

**Volunteers:**

No report.

**Nomination Committee:**

No report.

**Covenant**

Michelle read the covenant between International Habitat for Humanity and our affiliate. Fred moved and Donna seconded accepting the covenant. Motion carried. After the motion passed a discussion occurred concerning the QuickBooks program and the capability to more accurately track income and expenditures.

**Quality Assurance Checklist**

Michelle outlined the portions of the Quality Assurance Checklist where our affiliate could do better. A short discussion followed concerning these areas in need of further investigation. Michelle suggested that we develop specific policy to address our concerns.

Lyle volunteered to research a conflict of interest policy.

Lyle moved and Fred seconded accepting the Quality Assurance Checklist. Motion carried.

**Merced Community Foundation Grant**

George read the requirements for the Merced Community Foundation Grant. He also outlined the documents needed for the grant application. The board asked George to begin the process and to bring a preliminary application to the next meeting for preapproval and revision for a September submission.

**Gateway Church Work Day**

Donna reported on the successful workday from her church and stated there will be another work day on August 29<sup>th</sup>. Lyle stated that there will be plenty of hammer and nail work to be done at that time. Michelle stated that if Donna will compose a thank you note, she will sign and mail it to Gateway Church.

**Commitment to city deadline**

George asked if the City of Merced will allow us to take more time than originally planned to complete three homes. Jim and Lyle assured the board that the City is aware of our efforts and will allow us the extra time needed to complete the homes.

**Bill's upcoming trips**

Bill reported that he will soon leave for Oregon to celebrate his wife's sister's 80<sup>th</sup> birthday. Bill will visit a church in Crescent City where he served as pastor as part of the trip. In August Bill is going to a Methodist relief depot in Salt Lake City to help assemble disaster kits. While in Salt Lake City Bill will enjoy an organ recital, tour a large music library and sit in on a practice session of the Mormon Tabernacle Choir.

**Adjournment:**

Moved by Fred and seconded by Donna. Motion carried.  
Meeting adjourned at 8:00 P.M.

Respectfully submitted by George Gallaher for Genny Mesa.