

Habitat for Humanity of Merced County
Minutes of May 8, 2012
Meeting No. 220
Meeting location: St. Paul Lutheran Church Library

President: Michelle Paluoutzian, present	Administration Chair, Donna Hall, excused
Vice President/Public Information Chair: George Gallaher, present	Construction Chair, Lyle Allen, present
Treasurer/Finance Chair: Patti Houbein, present	Secretary: Anne-Marie Bandoni, absent
Volunteer Chair: Jenny Adamson, present	Member at Large: Sherry Boyer: present
Church Relations Chair: Jan Sorge, present	Member at Large: Pete Delacruz, present
Member at Large: Fred Pillsbury, present	Member at Large: Nelly Venegas: absent
Family Selection/Partnership:	

The meeting was called to order at 6:30 p.m. by Michelle Paloutzian.

Hope and Encouragement Psalms 23 Sheep are helpless without a shepherd. People also need a shepherd to lead them beside green pastures. The Holy Land is usually thought of as a dry place lacking of water and green pastures. God provided green pastures to the Israelites, and can do the same for all the people on earth if they accept that we are lost without a shepherd. All good things are a gift from God.

Minutes: Fred moved and Pete seconded accepting the April 10 minutes as presented. Motion passed. Fred mentioned that we seem to be missing minutes from July, August, Sept. 2011 and February and March of 2012. The group stated that Anne-Marie has delivered an affiliate owned computer to Anne-Marie to use in compiling of minutes and other secretarial duties. Jenifer stated that her grandmother has volunteered to convert taped or written minutes to typed minutes.

Financial report: Patti distributed the financial current statements. All mortgages are up to date, all bills are paid and we have money in the bank. The tithes payable account will be increased to reflect the proceeds from the latest yard sale.

Committee Reports:

Administration: No Report

Public Information: George reported that the Love-Merced event was successful and that four pickup loads of weeds and trash were removed from the eighth St. lot. A name (Craig McGowen) was forwarded to Lyle as a good candidate to join the "Old Guys". Also reported was the purchase of acknowledgement supplies to be delivered to Mrs. Hamagucci. Patti was given the invoice and will pay for the supplies. George will donate postage to the acknowledgement cause. The newsletter will be printed and distributed shortly after the current house is framed. Included in this issue will be articles about new board members and the latest partner family.

Construction: Lyle reported that the sprinkler system for the new home is approved and Patti has paid for the initial plans and permits. The sprinkler system will be installed

after the home is framed. All planning and permitting fees have been paid. The soil compaction test came back at 93% TO 98% . This good report is due to a good soaking rain and the use of a rented roller by Steve. Garth will be paid for setting corners and off sets. Once the off sets are established Steve will use a trencher instead of a back hoe to dig the foundation footing trenches. The trencher will make better footings. After the footings are dug rebar, plumbing and forms will be set. The location of the sewer line will make for a gradual slope from both ends of the house which should make the waste pipes easier to set and should allow for a good rate of drainage. Once the preliminary work is done and inspected a group of concrete men will work on laying the slab. One of the men Lyle has lined up did a wonderful job on the last house and is expected to do great on this one as well.

Family Services: No Report

Fundraising: No Report

Church Relations: Still sending newsletters to local churches Jan hopes to announce a house blessing this summer. Jan stated that maybe we can have some sort of celebration on National Habitat Day this year.

Volunteers: Jennifer reported that a business license needs to be obtained if we wish to sell anything at the Historical Society event. Jennifer was assigned the task of obtaining the license. Jan will order tee shirts once we're sure the business license is in hand and there are no other obstacles. Patti stated that we have a complicated bookkeeping system and if we have to pay taxes on retail sales it could create a headache greater than the net gain from the sales. Jennifer and Jan will let Patti know if there is any red tape involved with the business license. More than likely it's just a formality and nothing further will be required.

Reports from the Sacramento Conference

Jennifer: Jennifer distributed a volunteer card which would give proof that a volunteer has been screened on the law enforcement data-base, has viewed the safety video, and has signed a waiver. Jennifer also stated that she would be willing to host frequent volunteer orientations. She also stated that Merced College has stated that she can use a conference room for such activities. Jennifer stated that Sacramento uses a safety video hosted on YouTube and we could do something similar. Lyle expressed some doubts as to the feasibility of such an ambitious undertaking. Too much orientation might discourage potential volunteers. Jennifer stated that she is espousing a best case scenario and understands that her outline is something to work toward rather than something to be immediately implemented. She stated that Lyle would continue with business as usual until sometime in the future. Lyle concurred that this might be the best approach. Jenny found some useful volunteer software at the conference and will check on TechSoup.org to see if it can be purchased at a discount. Jenny will confer with George or Lyle to see if her computer can be coaxed into downloading the Offender Database software package.

Pete: The USDA 502 Program is for rural homeowners and is used locally by Self Help Enterprises. We probably won't qualify as our homes are built in town. Pete stated those grant funds are combined with loans in the Sacramento area. Volunteers must abide by safety rules. This has come about because of law suits for larger affiliates where many volunteers are working with little supervision. Sacramento purchased thirteen lots for \$4,000.00 apiece. Walls for homes are assembled in a warehouse and transported to the job site on large trucks. Pete noted that most affiliates attending the conference expressed having problems completing the permitting process. Many larger municipalities have regulations concerning plumbing fixtures and door knobs. Pete was impressed with the 40,000 square foot ReStore in Sacramento. Gross sales for the opening day were close to \$1,000,000.00. The manager is a hustler who attends every local service club meeting and spends much time making connections within the community. This has helped the store receive left over building materials from do-it-yourself projects as well as from contractors and building material stores. Pete stated that a good manager should be sought before undertaking the establishment of a ReStore.

Jan: Jan said that it is extremely important that board members receive minutes and agendas at least one week prior to meetings. She also stated that a board assessment at the end of each meeting to ascertain what went right and what went wrong. This way future meetings can be better organized and more productive. Each board member needs to donate to the affiliate, have a task that is reported on at each meeting, and have business cards stating their board affiliation. Jan stated that 500 hours for families in sweat equity is a minimum under fair housing standards. Less than that is out of compliance. Our standard is slightly less for single homeowners. This standard may not apply to us since we take no assistance from HUD. Someone should check into this to make sure.

Committee members need to have a second in command who can take over if they become ill or incapacitated. 1/3 of the board's efforts need to be involved in fundraising. Boards need to follow their guidelines about length of service on boards and in board offices. Board members need to inform people about Habitat for Humanity. Jan reported that RDA money is still available. Affiliates need to work with partner families and adjust mortgage parameters before resorting to foreclosure. Final budget and an application should be included in board recruitment procedures. Each affiliate should do something special for World Habitat Day. Valspar donates paint for houses. Thrivent build, possibility of working with Los Banos and Mariposa Lutheran Churches as it is required to have a % of Lutheran volunteers.

Michelle: Will send table of contents for new binder. We should check binders and let Michelle know what's missing and what might need updating. George will e-mail 2012 directories to everyone.

Michelle spoke to dedicating a future home to Bill Sanford. Jan suggested we dedicate the next home to Bill. It was moved by Jan and seconded by Patti to dedicate the current build in honor of Bill Sanford. Motion passed.

Fred moved to adjourn, Jan seconded the motion.

The meeting adjourned at 8:03 p.m.

Submitted by George Gallaher for Anne-Marie Bandoni