

Habitat for Humanity of Merced County Board Meeting Agenda
October 9, 2012
Meeting Location: St. Paul Lutheran Church, Merced
Meeting # 225

President/Family Selection/Partnership: Michelle Paluoutzian, present
Vice President/Public Information Chair: George Gallaher, Present
Treasurer/Finance Chair: Patti Houbein, present
Construction Chair, Lyle Allen, present
Church Relations Chair: Jan Sorge, present
Volunteer Chair: Jenny Adamson, excused

Administration Chair:
Secretary:
Member at Large: Fred Pillsbury, present
Member at Large: Pete Delacruz, present
Member at Large: Nellie Venegas, present
Member at Large: Sherry Boyer, present
Guest: Aurora Andrade, Present

6:30 PM Call to order Michelle Paloutzian

Devotion Jan Sorge
From one pumpkin to another!

A woman was asked by a coworker, "What is it like to be a Christian?" The coworker replied, "It is like being a pumpkin." God picks you from the patch, brings you in, and washes all the dirt off of you. Then He cuts off the top and scoops out all the yucky stuff. He removes the seeds of doubt, hate, and greed. Then He carves you a new smiling face and puts His light inside of you to shine for all the world to see."

Excused Absences: Jenny

Sept. Minutes Approved with corrections (added: meeting number and removed number from the word excused). Also adding meeting number to August minutes if needed. Jan, moved Fred seconded. Motion carried

Treasurers Report

Patti reported that she has confirmed that the Kiwins will serve at the Annual Dinner. We will not have a raffle at the dinner as the State Dept. of Justice hasn't yet issued a raffle permit for the event. One Partner family hasn't made their September house payment. Patti will phone them and determine the nature of the delay in payment. Patti contacted Charlene Mitchell at Fidelity Title to check on the pre-escrows the current build family is clear to go. The next build family is a married and separated individual and will need to have her husband sign off of the deed before escrow will be able to close. Lyle will keep the receipts from Lowe's Gift cards separate and will note to Patti that they are from the gift cards when he delivers the receipts to her. Patti can then account for the value of the gift cards when computing the cost of the current build.

George moved and Pete seconded accepting the financial report. Motion carried

Group discussed the idea of having a receipt book to account for internal transfers of cash from sales at various functions. George is to buy a numbered receipt book and will issue a receipt to any member when accepting cash. Michelle stated that we need to determine if we are accepting the profit or the entire cost and profit from items crafted by Jennifer and her family.

Administration

No report

Public Information

George reported that the newsletter is at the printers and will be mailed as soon as it is printed and put together. He also stated that Genny Mesa donated color printing and envelopes for the Annual Dinner flyer. The Post Office requires an appointment for accepting bulk mailings and this slows down the turnaround time on mailings. George spoke to an opportunity for partner families to make \$70.00 by having an indoor air monitor placed in their

home. The board asked for more information and some stated that the program might be presented to partner families with the understanding that the board does not endorse the program and is not in any way responsible for the outcome. George will mail the E-mail from the Lawrence Livermore Lab to the board and the issue may be discussed at a future meeting.

Construction

The crew had to quit early because of a lack of materials. The siding is delivered and will be partially hung on Thursday. Lyle has two bids in on windows and a bid for Heating and Air conditioning and the related ductwork. The fire suppression system is installed and is being pressure tested. The system has an outlet that is the water supply to one of the toilets. The filling of the toilet tank from the system keeps the water flowing in the system and eliminates the need for periodic flushing of the sprinkler system. The crew will hang siding where there are no windows and then will finish around the windows after they are installed. Larry has finished the roof so it is waterproof. Lyle has contacted Mr. Jantz about having Specialty Roofing place the shingles on the home. This will occur later when roof Jacks are in place over various plumbing vents.

Family Services

No report

Fundraising

No report

Church Relations

Certificate of Insurance is the final step in completing the Thrivent Grant. Jan stated the grant application looks good and we should know by November 13 if the grant application is approved. Jan needed a "Safety & Health Plan" to complete the grant. The board helped her determine specific individuals responsible for various aspects of the plan. Jan will finish the plan and send it to Thrivent. Steve Macha will be contacted by Lyle and asked to have his students be the start-up group for the next build. Patti asked for a detailed explanation of what Thrivent is and Jan explained who they are and what they do. Jan explained a plan to sell tri-tip roasts on the Friday before Super Bowl. She is doing this for her Hmong ministry and hopes to make a substantial amount of money for them. We may be able to use the same cooks and would be able to complete the project with a minimum amount of volunteer labor. Proceeds could be as high as four thousand dollars.

Fred moved and Lyle seconded to re-compensate the Sorges \$95.90 for the canopy they purchased to replace the one stolen recently. Motion carried

Volunteers

World Habitat Day went well, we had a few sales. We sold two medium bags, one small bag and a t-shirt. Jan has the proceeds to give to George. We didn't get any volunteers signed up, those who came had already volunteered. Aurora and Jenny have been talking about getting her more hours. She and Jenny are hoping that she can help with different things, such as booths and help transferring the volunteers from the older database to the new one. Someone is still needed to run the Pedal Merced booth, since I will be out of town that day. They already have our raffle gift, a large t-shirt, a medium bag, and a mug Jenny's brother made (worth \$25). I am hoping to get back to Merced in time to help out in the afternoon. Aurora will work the booth from 7 to 12, Jan will help set up and will contact Jenny for a copy of the rules and regulations for the event. Sherry will work from 12 to 2. We need someone to work after 2 until take down time. Jan will contact Jenny to see if she or someone from her family could volunteer during this time.

Annual Dinner

Jan stated that the Hoffmeister Center needs a certificate of insurance. Jan will check to see if one was forwarded to them. Michelle will help set up but will not be there for the dinner. Michelle will buy coffee and table cloths

she already has paper plates and plastic ware as well as napkins. Jan will take care of the table decorations they will probably be pumpkins and leaves. Jan has confirmed the speaker and he will speak about setting up a Restore. Michelle will make and print the programs. Fred will not be able to make the meeting. He will, however, get the key, a flag and help set-up. George will take the key from him at set-up and will make sure to return it the following Monday. George will lead the pledge of allegiance. Jan will be the MC for the evening. We will bring door prizes for the non-raffle. Door prizes should be valued at approximately \$25.00. If we get the permit in time we will conduct a raffle, if not we will give away door prizes and ask for donations. Patti will mail to Fred a check for \$100,00 so Fred can present the check to the church when obtaining the key.

Approve George to deal on board's behalf with PG&E on grant. Pete moved Sherry seconded. Motion carried

Move to accept the Nominating Committee recommendation: Jan Vice-President, George Secretary, Nellie & Sherry co-chair family services committee. All other board members remain in current positions. Jan moved Nellie seconded. Motion carried

Jan stated that assistance is needed to set up the Christmas tree on November 24th at 1:00 P.M. at the Courthouse Museum. George asked if Aurora and her sons could get sweat equity time for helping. Jan said they indeed could. George will supply any extra newsletters, if available, to be available to people viewing the tree.

Fred moved and Nellie seconded Adjourning at 7:50 P.M. Motion carried.

Habitat for Humanity of Merced County, Inc.
Board Meeting Sign-in October 09, 2012

1 *Greg White*

2 *Aurora Andrade*

3 *Jan Ang*

4 *Lyle Allen*

5 *FRED PILSBURY*

6 *Pati Delacruz*

7 *NELLIE VENEZAS*

8 *Patti Houlihan*

9 *Michelle Paloutian*

10 *Sherry Boyer*

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