

## **Habitat for Humanity of Merced County Board Meeting Agenda**

**November 13, 2012**

**Meeting Location: St. Paul Lutheran Church, Merced**

**Meeting # 226**

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: Stephanie Miller, Present

6:38 PM Call to order Michelle Paloutzian

Devotion Patti Houbein

Who packed your parachute today?

Charles Plumb, a U.S. Naval Academy graduate, was a jet pilot in Vietnam. He was shot down after 75 missions and spent 6 years in a North Vietnamese prison. He survived the ordeal and now lectures on lessons learned from that experience. He met a man in a restaurant who stated he had packed his parachute. The man shook hands and stated that the parachute worked, plumb replied that if it hadn't he wouldn't be there. Now Plumb includes in his speeches "Who's packing your parachute?" In our day to day activities we often forget to thank those who packed our parachute or made our life a bit better or safer. Try in the future to recognize those who pack your parachute.

Excused Absences: Jenny

October Minutes Approved Jan moved Lyle seconded. Motion carried

Jan introduced our intern from UC Merced, Stephanie Miller, to the board.

Jan spoke to the Thrivent Grant: Grant request was denied. Jan stated that we did all we could to include a licensed contractor and a volunteer coordinator dedicated to the project. She stated that the grantors felt there was not a sufficient concentration of Lutherans in the area to support the grant. We also reported fairly inexpensive material costs and that the grantors may have felt we were less in need of financial support than Habitat Affiliates having more expensive building costs. All board members joined with Michelle in thanking and commending Jan on her extraordinary efforts. Jan stated that we might try for a smaller "Brush with Kindness" grant.

## Treasurers Report

Patti distributed mail from other local non profits highlighting current fund raising activities. Patti also shared a thank you letter addressed to Lyle thanking him for an excellent presentation at Mercy Hospital. Patti has filed a raffle report with the state for the raffle held at the annual dinner. Patti stated that all but one partner family is current on their mortgage payments. Patti has contacted that family and they are currently working on catching up with their payments. There seems to be a sick child that is in and out of Valley Children's Hospital that has led to the problems with meeting the mortgage obligation. Patti distributed the current and fiscal year ending reports and stated that all tax returns have been completed and filed with the proper agencies. Lyle moved and Nellie seconded spending approximately \$32.00 apiece for five licenses for Microsoft Office Professional version 10. Motion passed and the board directed Michelle to contact Techsoup.org and purchase the software licenses.

## Administration

No report

## Public Information

George reported that the newsletter has been mailed and that there are extras to be displayed with our Christmas tree at the Courthouse Museum. The group discussed the idea of a Christmas letter or New Year appeal for donations. The board also stated that newsletters need to be written and mailed more often during the year because this seems to be a good way to get donation envelopes to our supporters. George spoke to the number of people viewing various posts on our Facebook page. Jan moved Fred seconded to spend no more than \$400 on printing 2,500 donation envelopes. Motion carried. George was directed to purchase the printed envelopes.

## Construction

The crew has become proficient in trim and soffit construction. House has exterior doors mounted and is lockable with a security system in place. Rough plumbing is almost done with pressure testing to commence upon completion. Electrical wires are being pulled throughout the house. Lyle is discussing with PG&E the location of the gas connection. We will make the trench and the power company will install the pipe. Lyle is hoping the cost is less than the cost of installing electrical lines. Michelle's landscaping company will ~~provide~~ *supervise* irrigation lines and plantings. Will need to know when walks and driveways are poured so that sleeves though which irrigation lines will run beneath them can be placed prior to pouring. Lyle reported that Aurora is doing an excellent job of cleaning the site after each work day. Lyle stated this is a real boon to work safety. Lyle will provide Aurora with the code to the alarm system.

## Family Services

No report

## Fundraising

No report

## Church Relations

Jan stated that she has volunteers ready to help with the 8<sup>th</sup> St. house. Jan will distribute the newsletter for churches before Thanksgiving. Tri-tip fund raiser. Jan's church raised \$1,500 by selling 180 tri-tip roasts. It will take six people to trim the roasts and rub them with Pappe's Salt. It will take four people at a time working in two to three hour shifts to wrap cooked roasts and sell them on the day of the event. All roasts are cooked to a certain temperature, wrapped and stored in ice chests where the trapped heat continues to cook them. Jan has signs prepared for the event and suggests that we give free coffee to customers as she did with her fund raiser. We are looking toward having this event on Friday February 1, 2013 as that coincides with the Super bowl.

## Volunteers

No report.

## Annual Dinner

Good turnout, plenty of good food of a great variety. Jan did a tremendous job of making the evening a success even though we didn't have a guest speaker.

Michelle is going to E-mail ReStore materials to Jan. Jan is impressed with the facility on 16<sup>th</sup> Street and will work with the owner to try to lower the rent. The board needs to consider all the costs involved with opening a ReStore. More discussion will be held prior to any decisions on starting a ReStore or renting storage space.

## Pedal Merced

Event went well we had good publicity for our cause. A few volunteers signed up.

Next meeting will be at Patti's home. Please bring finger food etc. for the potluck portion of the meeting.

Stephanie Miller is developing our volunteer manual and accompanying forms. Even though the grant wasn't approved there is much for her to do.

Adjourned at 7:40 P.M.

Habitat for Humanity of Merced County, Inc.  
Board Meeting Sign-in November 13, 2012

1 *Mary Walden*

2 *Pete Dulacour*

3 *FRED PILSBURY*

4 *NELLIE VENEGAS*

5 *Lyle Allen*

6 *Patti Houlihan*

7 *Jan Sarge*

8 *Michelle Paloufin*

9 *Stephane Miller*

10 *Shemp Bayer*

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13