

Habitat for Humanity of Merced County Board Meeting Minutes

October 21, 2013

Meeting Location: St. Paul Lutheran Church Library

Meeting # 237

President (Administration Chair): Michelle Paloutzian,	present
Vice President (Church Relations Chair): Jan Sorge,	present
Secretary (Public Relations Chair): George Gallaher,	present
Treasurer: Patti Houbein,	present
Construction Chair: Lyle Allen,	present
Family Selection/Partnership Chair: Nellie Venegas,	present
Member at Large: Jenny Adamson,	present
Member at Large: Pete Delacruz,	present
Member at Large: Fred Pillsbury,	present
Intern: Stephanie Miller,	present

6:31 p.m. Call to order Jan Sorge, Vice President

Devotion: Jan: Buzz Aldrin took communion on the surface of the moon. Some months after his return, he wrote about it in Guideposts magazine.

The background to the story is that Aldrin was an elder at his Presbyterian Church in Texas during this period in his life, and knowing that he would soon be doing something unprecedented in human history, he felt he should mark the occasion somehow, and he asked his pastor to help him. And so the pastor consecrated a communion wafer and a small vial of communion wine. And Buzz Aldrin took them with him out of the Earth's orbit and on to the surface of the moon.

He and Armstrong had only been on the lunar surface for a few minutes when Aldrin made the following public statement: "This is the LM pilot. I'd like to take this opportunity to ask every person listening in, whoever and wherever they may be, to pause for a moment and contemplate the events of the past few hours and to give thanks in his or her own way." He then ended radio communication and there, on the silent surface of the moon, 250,000 miles from home, he read a verse from the Gospel of John, and he took communion. Here is his own account of what happened:

"In the radio blackout, I opened the little plastic packages which contained the bread and the wine. I poured the wine into the chalice our church had given me. In the one-sixth gravity of the moon, the wine slowly curled and gracefully came up the side of the cup. Then I read the Scripture, 'I am the vine, you are the branches. Whosoever abides in me will bring forth much fruit. Apart from me you can do nothing.'

I had intended to read my communion passage back to earth, but at the last minute [they] had requested that I not do this. NASA was already embroiled in a legal battle with Madelyn Murray O'Hare [sic], the celebrated opponent of religion, over the Apollo 8 crew reading from Genesis while orbiting the moon at Christmas. I agreed reluctantly. I ate the tiny Host and swallowed the wine. I gave thanks for the intelligence and spirit that had brought two young pilots to the Sea of Tranquility. It was interesting for me to think:

the very first liquid ever poured on the moon, and the very first food eaten there, were the communion elements."

And of course, it's interesting to think that some of the first words spoken on the moon were the words of Jesus Christ, who made the Earth and the moon.

Excused absences: No excused absences

September minutes: Lyle moved to accept the September minutes as read. Nellie seconded. Motion carried.

Financial Report: Patti reported that we are getting close to the \$500,000.00 in assets which will trigger a mandatory outside audit. Patti stated that such audits are expensive. Lyle pointed out that once the lot for the "T" Street build is revalued at the current assessor's rate we will no longer be close to the trigger point for mandatory outside audits. Budina has caught up on her payments and all other mortgages are up to date. Patti completed and submitted a required form for the California Secretary of State. Patti has two sets of credit cards. She activated the set with the same number as our previous account and will keep the others until she's investigated the reason for receiving two sets. The activated cards will be distributed at the November board meeting and the names of the card holders will be recorded in the minutes. Raffle authorization is here so a legal raffle can be held during our annual dinner. Jan asked if the approximately \$105.00 worth of food left over from the World Habitat Day celebration that was donated to St. Paul Church could be considered payment for rental for the hall for the annual dinner. Jan moved that a stipend for expenses of \$100.00 be paid to our annual dinner guest speaker Betsy Murphy. Fred seconded. Motion passed.

Administration: Michelle's asked the board to let her know of any missing pages in their board binders. Michelle stated that we need to work on the Quality Assurance document this evening.

Public Information: George reported that a gentleman has asked to speak to the board about discount entertainment cards. The consensus of the board was that this type of fund raiser is not effective and George is to tell the gentleman that we are not interested if he calls in the future. George reported that Mrs. Hamagucci has asked to be relieved of her duties as donation acknowledgement volunteer. Jan will compose and send a nice thank you letter to Mrs. Hamagucci thanking her for her years of dedicated service. The board concurred that George has permission to purchase 2,500 remittance envelopes and have the printer bill the affiliate for the cost. A Christmas Appeal letter was distributed. The board was asked to consider the letter and to approve it or a similar letter at the next board meeting. The letter would be mailed between Thanksgiving and Christmas. George presented the 2014 officers and board member recommendation from the nominating committee. He went on to explain that Lyle has been very gracious and accommodating in serving as construction chair way beyond what anyone else would be willing to serve. The board agreed to redouble their efforts to find a protégé for Lyle.

Jan stated that her Husband and another gentleman would be willing to assume part of the construction supervisory duties but are hesitant to get involved in licensing planning and permitting obligations. Michelle stated that Jim Tolladay is willing to help with land acquisition and plan preparation. Jenny Adamson stated that she is unable to remain on the board next year because of an extremely heavy academic load. Fred and Patti seconded accepting the Nominating Committee's recommendation amended to delete Jenny's name as member at large. Motion carried.

George distributed information from the Quality Assurance document that states new requirements for information to be displayed on our web page. After a short discussion, the board concurred to place the information provided by Habitat International on our web page. Michelle stated that the documents also state that the HUD logo should appear on the site. George was directed to place the Habitat Information and the HUD logo on our web site in the near future.

Construction: Lyle reported that the soil test for the next build will be completed Wednesday and the report will follow shortly. Garth hopes to have the plans ready for submission to the city by Friday. Once the soil tests reports are back and the plans are being cycled through the city review process, Lyle will have Steve Maccha begin prep work for the foundation pad. Once the plans are approved the fees will be calculated and Lyle will go to the county and get the square footage of the home that sat on the lot before. Armed with an official letter of previous home size from the county, Lyle will be able to obtain a reduction in the school fees for the site. Lyle will speak to a group of high school children this week and needs handouts. Jan has some brochures and will get them to Lyle before the presentation. Michelle asked Lyle to develop a list of contacts for various agencies and to develop a timeline of the steps involved in planning and building a home.

Family Services: Nellie delivered an invitation to the annual dinner to Rosa and will contact Aurora to inform her of the time, date, and place of our annual dinner and to extend a personal invitation.

Church Relations: Jan has sent many items concerning Habitat for Humanity to churches and feels confident that much of it is finding its way into church bulletins and bulletin boards.

Volunteers: Jan stated that some new volunteers helped with World Habitat Day and Pedal Merced. Jan hopes to develop a group of volunteers who will be dedicated to manning booths for our organization at local events. Stephanie will get a calendar of events that will help plan for various upcoming events.

Other Business

World Habitat Day: World Habitat Day had much competition from many other events scheduled for that day. Some great art was submitted to the contest and people enjoyed our hospitality and events. Leftover food was donated to St.Paul Church.

Pedal Merced went well. Children enjoyed building log cabins with the Lincoln Logs. The board discussed the idea of going to places with people already gathered rather than trying to get people to our separate event. We will look into a different way to celebrate World Habitat Day next year.

Board Self Assessment: Stephanie will send an E-Mail with the link to the assessment prior to our annual planning meeting and we will assess the results at that time.

We will work on the Board Self-Assessment at our next meeting.

Annual Dinner: We will meet at 9:00 on the day of the dinner to set up tables. Each board member is to bring a raffle prize. Jan stated that there are plenty of coffee pots and other utensils in the hall. Patti has the Kiwins ready and willing to work. Michele will bring the items needed for the dinner and will also prepare the handout for the meeting. Fred will not be at the meeting but will bring a case of water and a raffle prize to the early morning set-up session.

The board agreed to meet on Saturday January 25, 2014 from 9:00 to noon at the St. Paul Library for our annual planning meeting. Each board member will submit three things we need to work on next year to Jan prior to the meeting. Jan will combine and condense the suggestions into an agenda for the meeting.

The board spent time going through the questions on the Quality Assurance Checklist. Board members were directed to bring proposed policies to the next meeting to help our organization become more in compliance with the checklist. Michelle was directed to submit our answers to the head office through their online portal.

Root Social is a program designed to help businesses and non-profits with promotions through conferences and networking. They will host a conference in the Multi-Cultural Art Center on Wednesday Oct. 23 from 11:00 to 1:00. Stephanie shared this information hoping someone from our board could attend.

Meeting adjourned: 8:17 p.m.

George Gallaher, Secretary

Calendar:

November, 2013

18-6:30 p.m. Board meeting—St. Paul Lutheran Church, devotion: George

December, 2013

16-6:30 p.m. Board meeting—Sorge Residence, devotion: Michelle

Habitat for Humanity of Merced County, Inc.
Board Meeting Sign-in October 21, 2013

1 George W. Gallahan

2 FRED FILLBURY

3 Pete Palacou

4 Nellie Verkyis

5 Patti Hoykew

6 Sammy Adams

7 Stephanie Miller

8 Lyle Allen

9 Jan Sorge

10 Michelle Paloutan

11 _____

12 _____

13 _____