

Habitat for Humanity of Merced County Board Meeting Minutes

February 17, 2014

Meeting Location: St Paul Lutheran Church, Outreach Ministry Center

2916 McKee Rd, Merced CA

Meeting # 240

President (Administration Chair): Jan Sorge,	present
Vice President: Michelle Paloutzian,	present
Secretary (Public Relations Chair): George Gallaher,	present
Treasurer: Patti Houbein,	present
Construction Chair: Lyle Allen,	present
Family Selection/Partnership Chair: Nellie Venegas,	present
Volunteer Chair: Katilyn McIntire,	present
Member at Large: Pete Delacruz,	present
Member at Large: Fred Pillsbury,	present
Member at Large: Brittany Oakes,	present
Intern: Stephanie Miller,	present
Guest: Sean Arnold	present

6:32 p.m. Call to order Jan Sorge, President

Guests: Jan introduced Sean Arnold and acknowledged Brittany and Katilyn as being guests the last time before becoming board members.

Devotion: Shared a moment where some businessmen who hurriedly knocked over an apple display in an airport. One of the businessmen purposely missed his flight to go back and help the apple vendor. It was good he did. The apple seller was a 16 year old girl who was completely blind. The man rebuilt the display of apples and gave the crying girl \$50.00 for the damages the group had inflicted. The girl asked the man if he was Jesus. Bewildered, the man replied that he was nothing like Jesus. The girl said that she asked because she had prayed for Jesus to help her gather the apples.

The man pondered this as he made his way toward a later flight. Is it our destiny to be so much like Jesus that people cannot tell the difference as we interact with others in a world that is often blind to his love, life and grace? If we say we know him, then we should strive to act as he would. For knowing Him is more than quoting scripture and going to church. It is actually living the Word as life happens each and every day,

Excused absences: None

January minutes: Fred moved to accept the January 20 as read the January 26th minutes with the deletion of an extra number in the adjournment time and the February 3 minutes as read. Pete seconded. Motion carried.

Financial Report: Patti reported that the Escrow for Project 14 is completed. Patti explained the credit balance on the financial statements for project 13 is due to the city utilities being paid from the deposit. The homeowner was not able to pay the utility obligation until the close of escrow. The homeowner lived in the house for several months without paying "rent". Much discussion resulted with the conclusion being that

we should close escrow earlier on future homes and have partner families pay rent equal to their payments upon moving into their homes. The monies collected as rents would be applied to the mortgages upon the closing of escrow. Patti gave Brittney an application for a booth for the Atwater Fourth of July Celebration. Patti gave George an application for a City of Merced block grant. George passed the application on to Brittney. The Montarozas want to change insurance carriers in order to save money by combining their auto and homeowner policies. Jan is going to check with HfHI to see if there are guidelines for insurance carriers. Lyle stated that we need to be sure there is a binder in force so we know if the premiums aren't up to date. Patti stated that we might be wise to consult with a local insurance carrier to see if we have the proper coverage on all partner homes. She stated that one home, built during the pricing boom, is insured for over \$200,000.00. Jan and Patti will investigate this and report back at a later date.

Administration: Jan stated that she has included the latest tithe report in our information packets so we can see that our tithe is going to Nicaragua. Jan distributed inserts for the Board Member's Handbook to all board members. She explained the reasoning for including the items found in the book. She presented Binders containing the information to Brittany and Katilyn. Nellie moved and Fred seconded a motion to officially accept the board member applications for Brittany Oakes and Katilyn McIntire and for them to become board members. Motion carried.

Public Information: George asked Jan to write an article for the next newsletter. Brittany and Katilyn were also asked to submit articles. All three are to submit photographs that they feel comfortable in sharing in the newsletter. Nellie stated she is still working on the articles about our two newest partner families. George distributed and spoke about the results of a survey completed during the annual planning meeting. Michelle suggested that we take the questions a few at a time over the next few months as a way to put the results to work as a tool to improve the functioning of our board. The board concurred with Michelle's idea.

Construction: Lyle says we have good news and bad news. The good news is that the setting of the forms is 3/4 of the way done. Bad news is that U.C. Merced students dug out the sewer line and it is orangeburg pipe which is unusable. We will have to have a licensed plumber replace the orangeburg where it connects to the City's cast iron pipe. Lyle has contacted MIT plumbing to complete this task. We will use black ABS plastic pipe and Lyle will have them stub it out a few feet beyond the junction where we can connect onto it later. We are still waiting on the final plan approval from the city. Lyle stated that there is plenty of work to do before we need an inspection. We can trench for waste lines, set rebar and check the dimensions of the foundation forms. Jan asked about a groundbreaking ceremony. Lyle wants to wait until he has a better picture of the framing time since he wants to invite the Mennoni8te men to the ground breaking. We are looking forward to a ceremony in late March.

Family Services: Nellie reported that she is having trouble getting Rosa to elaborate for an upcoming newsletter article. She also stated that Rosa is undergoing divorce proceedings and will have to have her husband sign an agreement if divorce isn't final

before close of escrow for her home. Nellie will continue to work with Rosa and will contact Aurora in the near future. Lyle suggested that Rosa come to visit him at the site on a Saturday in the near future. He also stated that Rosa needs to obtain a notebook to keep track of her family's sweat equity hours. Lyle said her sons can begin work in the near future and Rosa will be able to clean up after construction once the framing is done.

Church Relations: Jan stated that she is in a holding pattern until final word is received from Thrivent Financial. She will develop a church bulletin once we have a ground breaking date and final resolution to the Thrivent funding issue.

Volunteers: Katilyn reported that she oversaw the orientation meeting and it went well with a good turnout. She is planning another one for, perhaps, March 10th from 7 to 8 pm. She may do an orientation at a fraternity meeting at the U.C. campus. She will meet with Lyle at the job site on a Saturday in the near future to work out the details of keeping track of volunteers and insuring that safety requirements are met. Lyle explained about the waiver forms and that he gives a safety talk to new volunteers and keeps a close watch over them. Katilyn stated that if we get the Thrivent funding, we will have a more detailed set of expectations for recordkeeping for volunteers. Stephanie is posting internship and volunteer opportunities for our organization on "Cat-Life".

Other Business

Jan reported that she was told by HfHI that they aren't able to make funding determinations for Thrivent. Jan is waiting to hear from Ann Anderson from Washington State for a final determination of the feasibility of allowing a year and one half to complete the home under their funding program

Review of tasks assigned as a result of our annual goals. Michelle reported that she has deferred to Patti on contacting the Merced Theater. Patti reported that the Vista Winery has pizza night twice a week and the cost is \$16.00 per person, making the profit margin too slim to make the fundraiser profitable. Jan reported that she contacted the agent for the "Sons of the Pioneers" in Colorado and the cost of a concert is \$7,500. Jan is not deterred, she is going to contact the group directly and see if they would perform for less. Jan thinks we could have a simple dinner and concert at St. Paul Church and make a handsome profit. Nellie mentioned a band that performed free for the Food Bank and says they might be persuaded to perform free for our group. Patti will check out the rates at Playhouse Merced and the Merced Theater and report back to the board.

Jan and Michelle reinforced what Patti said earlier that the escrow on project 13 is closed. And that the partner family should soon begin mortgage payments.

Katilyn will arrange for volunteers to man our yard sale booth on April fifth. She will also let the volunteers know they can earn community service credit for setting up the Hmong rummage Sale on April fourth.

Report ReStore Possibilities: Sean Arnold provided a comprehensive overview of what is needed to begin the process of developing a ReStore to what's involved in

keeping one running profitably. Sean explained that we would have a marketing area from Madera to Ceres and that we have the potential of partnering with many organizations within that area which could become a rich source of merchandise. He particularly spoke of cabinet shops that have unsalable cabinets that we could take off their hands, give the shop a tax deduction and have a saleable product that would bring a good profit. Sean stated that there are so many possibilities that we could overwhelm our board and volunteers with places to contact. He stated that we could use a building from 5 to 10 thousand square feet. He also stated that we need a truck to pick up discards and to deliver merchandise. Sean stated that we could get involved in recycling, e-waste disposal and mattress salvage. We would need a start up fund of \$120,000 in order to get through the beginning lean months without having to dip into our regular funds. Sean named several grants and spoke of land fill diversion as a source of income and material. Sean stated that he has devoted ten hours to the project so far and would be willing to take his fee from his commission if he is involved in any real estate transactions involving a ReStore. Sean stated that he is a good negotiator and could get us a fair price on a lease. If he doesn't earn a commission his fee would be due at that time.

Meeting adjourned: 9:00 p.m.

George Gallaher, Secretary

Calendar:

March

17 – Monday, 6:30 p.m. Board meeting – Outreach Ministries Building
Conference Room – St. Paul Lutheran Church, Merced
Devotion: Patti

April

5 – Yard Sale 8:00 a.m. – 3:00 p.m. St. Paul Parking Lot
12 – 10:00 a.m. – 4:00 p.m. “Brush With Kindness” workshop with
Betsy Murphy
21 – Monday 6:30 p.m. Board Meeting – Outreach Ministries Building
Conference Room – St. Paul Lutheran Church, Merced
Devotion:

Habitat for Humanity of Merced County, Inc.
Board Meeting Sign-in February 17, 2014

- 1 GW Bell
- 2 FRED PILLSBURY
- 3 Brittany Oakes
- 4 Jan Argo
- 5 A. Caldwell
- 6 Nellie Venegas
- 7 Patti Houlihan
- 8 Pete Delaney
- 9 Kathleen McIntire
- 10 Lyle Allen
- 11 Michelle Salas
- 12 Stephanie Miller
- 13 _____