

Habitat for Humanity of Merced County Board Meeting Minutes

September 15, 2014

Meeting Location: St Paul Lutheran Church, Outreach Ministry Center

2916 McKee Rd, Merced CA

Meeting # 247

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
Member at Large: Sean Arnold	excused
Intern: Stephanie Miller,	excused

6:30 p.m. Call to order Jan Sorge, President

Guests: No guests.

Devotion: Pete shared a story titled "Step Up!" The tale was about a man who in trying to trap a woodchuck that was eating the trim from his garage trapped a skunk instead. The man was worried about being sprayed as he set the animal loose so looked up many complicated methods of releasing the skunk in an odor free manner. His son-in-law simply opened the trap's door and coaxed the animal out with the stream from a garden hose. Sometimes our fears lead to inaction. We worry so much about protecting ourselves that we fail to simply step up. Facing a challenge? The Lord will help you step up with courage and trust Him for the outcome.

Excused absences: Sean Arnold, Stephanie Miller

August minutes: Accepted as presented.

Financial Report: Patti reported that she has set up for Jan to speak to the Soroptimist Club. Jan will hear back from them with a date and time to speak. Patti is waiting to hear from the Merced Theater about a fund raising event. Someone mentioned the Merced Playhouse and Patti will check into that possibility as well. All mortgages but one are up to date. That partner called and let Patti know she would be late with her payment. Patti will send \$1,000.00 to HfHI for our stewardship fee. Patti sent the payment for the Raffle Permit to Sacramento. Patti stated that no action is needed on the Cars for Homes statement we recently received. We can add those who donate to the program to our mailing list but Cars for Homes takes care of receipts and thank you notes.

Administration: Jan introduced Mr. Larks, a local realtor, to the board. Mr. Larks explained that because of the proximity of the 15th street building to residences, a conditional use permit would be required. One parking space is required for every three hundred square feet of building space. There may be fire sprinklers required for the building if it is used as a retail store. Signage may be a problem because it is close to residential building. It is possible the building is in the freeway enterprise zone and can have a large sign visible from the freeway affixed to the roof. There are two adjoining buildings at 15,000 square feet apiece and the cost would be thirty cents per square foot to lease either or both buildings. One building has a large walk-in refrigerator. Mr. Larks will check into the details with the proper authorities and let Jan know the results. Jan will distribute the information on to the rest of the board.

Jan will complete the paperwork on truck registration tomorrow. Larry and the U.C. students cleaned the old signs from the truck. Larry will finish painting the truck and it will be ready for the signs. Sean will donate as his contribution to the organization, \$198.00 for the lettering on the front and back of the truck. Jan stated that we are in need of more Brush with Kindness applications. She will work with the one applicant that met the requirements to get the project going. Jan will develop a flyer or post card for the annual dinner. Michelle will send her previous flyers and Jan will have the material to George in time to be mailed before October first.

Quality Assurance Covenant: Michelle read the covenant and the group approved the Covenant Fred Moved and Brittany seconded approving the covenant with changes to our policy statement, the motion passed. The members of the board took turns reading the individual covenants. The board agreed that Michelle will work on the policy relating to Covenant 12 and Jan will fill in the rest of missing or incomplete policies in our policy statement to bring it in accordance with the covenant.

Public Information: George reported that the newsletter took much longer to mail than anticipated. He also reported that we would need to find a new way to mail them in the future. George volunteered to look into the most cost effective way to mail the newsletters. George reported the creation of a Facebook page for our group. He will add Katilyn as an administrator to the page. George apologized for being an obstructionist at the last meeting during a discussion about putting logos on our new truck.

Construction: Lyle reported that all fees are paid and the foundation and front porch are poured and the garage floor will be poured in the near future. Lyle is in contact with the Mennonite gentlemen and as soon as they are ready the framing will begin. Steve Macha and his students will do some grading and leveling of the lot in the next few weeks.

Family Services: Nellie is keeping in contact with our newest partner family keeping her apprised of the progress on the home. Nellie will get in touch with the existing partner families about the Brush with Kindness program.

Church Relations: Jan is keeping in touch with local churches and will try to get Brush with Kindness information out to churches that don't have the information.

Volunteers: Katilyn attending a housing conference and a volunteer fair at U.C. Merced where she got the names of more than thirty potential volunteers. She will conduct an orientation on the seventeenth of September and will no longer use the website “volunteer spots”. She asked George to take the link to the site off of our homepage. Katilyn is working hard on the pancake breakfast and wants all board member volunteers to be at Applebee’s at 7:00 on the morning of the event. Katilyn distributed tickets for the Applebee’s pancake breakfast to board members. She stressed that we need to advertise that tickets will be on sale at the door.

Other Business

Jan stated that we seem to be progressing toward the goals set at our annual planning meeting. Jan confirmed that Monika Grasley will be the speaker for our annual dinner. Brittany is almost finished with a grant application and will send copies to Jan at the same time as the applications are mailed. Michelle has the nominating committee set up and working. Michelle will obtain and deliver to United Way a prize for Pedal Merced. We will have volunteers manning a booth at the event. Jan suggested that we set up for the annual dinner at 1:00 on the day of the event thus leaving our morning free. Patti will contact the Kiwins to see if they can help with the event. Each board member needs to bring a raffle prize to the annual dinner.

Meeting adjourned: 8:23 p.m.

George Gallaher, Secretary

Habitat for Humanity of Merced County, Inc.
Board Meeting Sign-in September 15, 2014

- 1 George Gallahan
- 2 Pete Delaney
- 3 Nellie VENEZAS
- 4 Patti Houbein
- 5 Lyle Allen
- 6 FRED PILLSBURY
- 7 Jan Arge
- 8 Brittany Oakes
- 9 Michelle Palouf
- 10 Hablyn Metzger
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____

Calendar:

September 17, Wednesday– 7 p.m. Volunteer Orientation
8 p.m. Sign up for projects

October 4, Saturday, Applebees Fundraiser

October 12, Sunday – Pedal Merced

October 20 – Monday, 6:30 p.m. Board meeting
Devotion: Sean

October 25 – 5:30 p.m. Annual Dinner – St. Paul Lutheran Church Parish Hall
Program - Speaker: Monika Grasley, LifeLine, Inc.
Set up time 1 p.m. ?

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

December 15 – Monday, 6:30 p.m. Board meeting Social – Sorges, 2842
Wainwright Ave. Merced – bring appetizers to share
Devotion: