

Habitat for Humanity of Merced County
Minutes of December 13, 2011
Meeting No. 215
Meeting Location: 1929 Sierra Ct., Merced

President: Michelle Paloutzian, present
Vice President/Public Information Chair: George Gallaher, present
Treasurer/Finance Chair: Patti Houbein, present
Secretary: Anne-Marie Bandoni, present
Church Relations Chair: Jan Sorge, present
Member at Large: Fred Pillsbury, absent

Administrative Chair: Donna Hall, present
Construction Chair: Lyle Allen, present
Family Selection/Partnership:
Member at Large: Pete Delacruz, present

Also present: Jennifer Adamson, Sherry Boyer, and Nellie Venegas. Sherry Boyer introduced Michael Scott, a contractor. Charlene Mitchell of Fidelity National Title entered the meeting later to discuss the Project #12 mortgage issue.

The meeting was called to order by Michelle Paloutzian at 6:40 pm.

Devotion: Devotion read by Jan Sorge.

Minutes: On motion made by Jan, seconded by Lyle Allen, and unanimously carried, the minutes of the meeting of November 8, 2011 were approved without changes.

Treasurer's Report: Patti Houbein presented the Balance Sheet as of November 30, 2011 reflecting total assets in the amount of \$495,555.11. Patti will prepare the six-month Income and Expense Report for the January meeting. She reported that the homeowner of Project #3 is behind half her October payment and a late notice will be sent to her attention. The tax returns were filed, and the insurance on Project #12 is due. On motion made by George Gallaher, seconded by Lyle, and unanimously carried, the Board approved the Balance Sheet as of November 30, 2011.

Committee Reports:

Administration: There was no report

Public Information: George discussed the 3600 SF office space available in the federal building at 415 West 18th Street, Merced. The lobby is open all day every day for access.

Construction: Lyle reported that gas and water lines are marked. Excavation of the property should start after the first of the year.

Family Services: There was no report.

Fundraising: The Christmas appeal letters were mailed. Jan ordered Habitat for Humanity calendars to give to partner families.

Volunteers: There was no report.

Mortgage on Project #12 (512 W. 11th St. Merced): Charlene Mitchell discussed the Demand and Release of Lien requested by Fidelity National Title Company ("Fidelity") for the Abstract of Support Judgment against the homeowner's husband. The release of lien with no demand was sent to Fidelity. The Board discussed with Ms. Mitchell the ramifications to said mortgage of the other lien on the husband in an unrelated support case. It was suggested that in the future a rental agreement be prepared and signed by all parties pending close of escrow. Michelle will contact attorney James Padron for legal advice.

Non-Profit Organizations: Patti reported that she, Jan, and George attended the seminar on non-profit organizations at UC Merced on October 15, 2011. The Board discussed how the expectations of non-profits could change the character of Habitat for Humanity. Information learned from the seminar will be shared at the board's planning meeting on January 14th.

Nominations: On motion made by Jan, seconded by Pete Delacruz, and unanimously carried, the following nominees were appointed as members of the Board of Directors of Habitat for Humanity of Merced County: Jennifer Adamson, Sherry Boyer, and Nellie Venegas. Each was given the Board Commitment Pledge to sign and return to Anne-Marie Bandoni for the Board's records.

Adjournment: On motion made by George, seconded by Pete, and unanimously carried, the meeting adjourned at 7:40 pm for holiday refreshments. The next scheduled meeting will be held on Tuesday, January 10, 2012 at 6:30 pm at St. Paul's Lutheran Church. Devotion will be read by Fred.

The annual planning meeting will be held on Saturday, January 14, 2012 from 12:00 pm to 5:00 pm at St. Paul's Lutheran Church.

Respectfully submitted by Anne-Marie Bandoni, Secretary