

HABITAT FOR HUMANITY

TABLE OF CONTENTS 1997 MINUTES AND REPORTS

Normal order of documents: Agenda, Board Minutes, Committee Reports, Exec. Minutes

Meeting Dates:

Feb. 7

April 4

June 6

Aug. 22 "Quarters for Quarters" houses started

Oct. 3

The above meetings were held bi-monthly

Nov. 7

Dec. 5

At back of binder: Resolution accepting Clearlake property
Letter re: Family Partnering Committee, Goodwin letter on term on Board,
letter of resignation from Goodwin

Agenda

Habitat Meeting

Evergreen Methodist Church, December 5th, 1997

8:00 am.

Minutes

Treasurer's Report

Status of Committees

Committee Reports

Construction, **Joe**

Family Selection, **Barbara**

Partnering, **Bob**

Fund Raising, **Chuck/Paul**

Public Relations, **Paul**

Old Business

Title transfer

New Business

Fund raising strategy

e

Sunday 1/18 - Selection meeting

Jan meeting 1/2/98

Habitat for Humanity

Minutes

12/5/97

Present: Gloria Renteria, Bill Mertle, Betty Mahon, Mary Shepherd, Bob Goodwin,
Carol Cotton, Marilyn LeRoy.

Absent: Paul Kemp, Chuck Greenberg, Joe Moura

The meeting was called to order at 8:08 a.m.

The minutes were approved as written.

There was no treasurer's report.

Construction

The plumbing is done on current house. Electricity will be done soon. Bill reported that sheetrock may be installed next week. Rita Duarte will put a plaque on the house she donated.

Family Selection

Proposed changing application day to January.

Partnering

Monday night sponsors and families had a pot luck dinner which was successful.

Fund Raising

55 coin box houses have been completed, 12 distributed to Mendocino yesterday and many will go into Fort Bragg locations today. Pt. Cabrillo will not allow Kite Festival. Committee considering other sites. Suggestions were offered by board.

Public Relations

No report.

Old Business

Title transfer-Bob mentioned Paul is working on this.

Bill reported he and Paul have been talking about the fact that it is not Habitat's intent for owners to enjoy a windfall by selling house.

Marilyn asked if we have insurance through Habitat. She reminded us that as members of the Chamber, we have insurance for events and the opportunity to advertise in Chamber newsletter.

New Business

Fund Raising-Gloria suggested each family give \$20/mo toward future Habitat homes. Discussion followed re:Habitat philosophy of partnering as a continual process plus indicating to families how much they are saving by not paying interest on their

loans. A motion was made to ask Paul to prepare information re: amount saved by not paying interest.

Barbara suggested asking the Warehouse to have a performance for Habitat. She also mentioned the Senior Center and Gloriana are doing a phonathon this weekend. If it is successful, we might duplicate.

Gloria introduced the subject of a Mexican Dinner. Will ask Chuck to bring information to next meeting.

Gloria read a letter she sent to Partnering Chairman Bob Goodwin, discussing a problem between Bob and her. Bob read a letter he wrote to Gloria. Bill was asked to share his views. A meeting was scheduled for Bob and Gloria as the first step to a solution.

The meeting was closed with a prayer by Betty and adjourned at 9:22 a.m.

Respectfully submitted,


Carol Cotton

Next meeting: Friday, January 2nd 8:00 am.
Methodist Church

Habitat for Humanity

Agenda

for

Friday, November 7, 1997

8:00 a.m.

Evergreen Methodist Church
316 N. Corry, Fort Bragg

Tasks Agreed to by Board Members:

Gloria – Country singer list for Chuck, stamps for Carol

Chuck – Tenants Agreement and Board Retreat minutes for Paul

Paul – Talk to Jim Larson, attorney meet with Mrs. Orozco, possible
Finance Committee member

Financial Report ✓

Paul's report from Portland meeting

Job descriptions for Board positions

Committee Reports ✓

Christmas Project ✓

Dec 7th 2-4 Calhoun Church

Fri Dec 5th - Methodist Church

HABITAT FOR HUMANITY

Minutes

November 7th, 1997

Present: Gloria Renteria, Joe Moura, Bill Mertle, Barbara Durigan, Betty Mahon, Bob Goodwin, Paul Kemp, Mary Shepard, Marilyn LeRoy, Chuck Greenberg, Carol Cotton..

Absent: Scott Anderson

Meeting called to order by President Gloria Renteria at 8:08 am and opened with a prayer by Mary Shepard.

Home Ownership Title

Paul reported that he had met with attorney Jim Larson without success. He will be receiving documents from other Habitats regarding condominium-type ownership. We will also be getting help from American Title company in Orange County.

Report from Portland Meeting

Paul encouraged all to get on Habitat Bulletin Board. He discussed need for sexual harassment policy and a good sweat equity time recording system. He referred to the existence of lawsuits against other Habitat groups, the potential problems surrounding 2nd mortgages or resale and care that must be taken in the area of family selection with regard to legal residence and perception of any implied ethnic preferences.

Minutes were approved as written.

Fund Raising and Public Relations Report

Chuck exhibited a sample of graphics to be used for HABITAT posters. This was approved with an enlarged logo. Chuck talked about getting coin boxes out. Barbara suggested a Fund Raiser Dinner in 1998. Barbara suggested we plan another informational meeting and look for a person to do our public relations. Chuck is working on finding such a person. Paul will meet with Chris Calder, as a possible volunteer in that area.

Financial Report

Paul suggested we tithe with National Habitat. He encouraged us to apply for a HUD grant, but indicated it requires a house to be completed by 1998. He indicated we need to report the hours spent on houses by professional volunteers, for IRS purposes.

Treasurer's Report approved as presented.

Family Selection Report

Barbara advised us that Application Night would be December 7th, 1997 at Our Lady of Good Council Catholic Church from 2:00 to 4:00 pm.

Minutes

November 7th, 1997

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Habitat History

We need to compile a record of what Habitat has done. Chuck suggested it could be a senior project for a high school student.

Construction

Joe indicated an immediate need for an electrician and plumber. Current projects include moving a PG&E meter, pouring a front porch and getting ready to hang sheet rock. He is working every Saturday on Habitat houses.

Partnering

Bob's committee will meet Monday, November 10th, 1997, 8:00am at the Wharf. Families have received information and have been contacted by advocate. After much discussion, a motion was made and carried to investigate problems surrounding partnering misperceptions and the committee will followup.

Christmas Project

Gloria asked the group to help bring Thanksgiving and Christmas to a needy family. Some members offered to help. We were also encouraged to volunteer names and assist churches who are doing the same. A motion was made by Chuck, seconded by Bob and approved to give \$100 to Kiwanis for their Toys for Kids project.

Board Composition

Chuck asked members to each think about what skills will be lacking on our Board and names of people who might fill the vacancies.

Habitat Products

Paul shared some products with us that might be good holiday gift items.

Next Meeting: Friday, December 5th, 1997, 8:00am, Evergreen Methodist Church

Closing Prayer by Bob.

Meeting adjourned at 10:00am.

Respectfully submitted,

Carol Cotton, Recording Secretary

**Habitat for Humanity
October 3rd, 1997
8:00 AM Perko's Restaurant**

Agenda

I. Portland Reports

II. Proposed 1997-98 Goals

A. Nominating Procedure

B. Resolve family partnering initiatives

- 1. Tenants-in-common paperwork**
- 2. Sweat equity recording**
- 3. Sponsorship program**
- 4. Homeowner's Association**

C. Complete Maple Street project and find new site

D. Outstanding housekeeping chores

- 1. Office and archives**
- 2. Insurance and other record keeping**
- 3. Operations manual**

E. Increase Habitat awareness in community

III. Board positions which need to be filled

IV. Committee Updates

Habitat for Humanity
Minutes
October 3, 1997

Present: Gloria Renteria, Joe Moura, Chuck Greenberg, Mary Shepherd, Barbara Durigan, Betty Mahon, Carol Cotton.

Absent: Bob Goodwin, Bill Mertle, Scott Anderson, Marilyn LeRoy, Paul Kemp.

Meeting called to order by President Gloria Renteria at 8:15 a.m. Opening prayer given by Betty Mahon.

Reports from Portland Habitat Meeting

Betty and Barbara summed up the committee meetings they attended. Family Selection -- need to redo application, do not ask immigration status of applicants, no labor to be credited prior to acceptance as a Habitat family, set up application night and invite Family Selection Committee, need to tighten paperwork on sweat equity and need to secure individual property ownership. Plan for another community meeting to increase awareness and involvement. Write job descriptions for board members and select people who can fill specific needs.

Mary, re: Partnering- avoid paternalism. Get families involved in partnering. Explore grant writing for additional funds.

Goals 1997-98

Gloria identified these as finish houses, select families, get sponsors, complete legal work, improve sweat equity records, provide Joe Moura with an assistant to obtain construction help.

Construction Report

Joe indicated need to insure that workers follow instructions carefully so work is done correctly, gave update on current construction activity, suggested we advertise for more help (his employees have been doing a great deal of work). Need to reorganize siding. MiniBlitz this week to put on siding.

Chuck indicated Dina Nye of Mendocino might be a possible Volunteer Coordinator.

Meeting adjourned at 10:10 a.m.

Respectfully submitted,

Carol Cotton

HABITAT FOR HUMANITY

AGENDA

August 22, 1997
Perkos Restaurant 8:00 a.m.

1. New Financial Policies
2. Fund Raising Tactics
 - a. Coin Box
 - b. Kite Festival
3. Public Relations
 - a. Brochure
 - b. Poster
 - c. Article
4. Monthly Meetings
5. Site Proposal (?)
6. Recruitment of Speakers - Build on Faith week 9/15/97
7. Recruitment of Phonathon Staff
8. Appreciation Dinner
9. Discussion of Committee Reports
10. Conference - Portland, Oregon
11. Ratify Policy re: Committee Reports prior to meetings
12. Status of Habitat Office

Don Price

*with thank you to
Wells Fargo for desk*

Habitat for Humanity Meeting August 22, 1997 Perko's Restaurant 8:00 a.m.

Present: Scott Anderson, Betty Mahan, Bob Goodwin, Marilyn LeRoy, Paul Kemp, Chuck Greenberg, Gloria Renteria and Barbara Durigan.

Absent: Carol Cotton, Joe Moura, Bill Mertle, Mary Shepherd.

Guest: Jerry Horsfall, Kite Festival

Opening Prayer was given by Bob Goodwin

Minutes were approved as read.

Treasurers Report: Habitat now has Visa Capability. See attached treasurers report. Paul Kemp wants to set up a system that purchases have a Purchase Order to authorize purchases. Paul also handed out key names, addresses, phone numbers and an upcoming calendar.

Fund Raising: As a general rule we will not solicit in terms of "you gave \$xxx last year, could you do \$xxx this year" This should only be done when you are very comfortable with the person to whom you are soliciting. Betty Mahan showed a decorated house that will be used for "Quarters for Quarters". Betty has gotten permission from 15 business in the area to put them in their businesses. Production costs for 55 houses will be \$250 - \$300.

Kite Festival: Jerry Horsfall presented a booklet on Kite Flying and how to put on a festival. The minimum cost would be \$500. The chamber of commerce is interested in helping with the publicity. The festival will be set for the Spring of 1998. A motion was made by Chuck and seconded by Paul and approved to underwrite the Kite Festival.

Motion was made by Chuck, seconded by Bob and approved to become members of the chamber of commerce. The cost will be \$75.

Barbara moved, seconded by Paul and approved for Habitat to underwrite the "Quarters for Quarters Houses".

Chuck spoke about Realtors to donate \$.25 for each \$1,000 in gross sales.

Brochure: Paul made a motion, seconded by Barbara and approved to accept the brochure with cosmetic changes.

Public Relations: Paul gave a report on a PR person, Don Prial, that he and Chuck met with to discuss a proposal for getting public relations for Habitat. This would include getting some newspaper articles, a phoneathon, etc. He suggested a regular Newsletter to keep our name in the public eye. Suggested contacting the editor of the Advocate and Beacon for advice.

Monthly Meetings: Gloria suggested we go back to monthly meetings on the first Friday. Scott made a motion, Barbara seconded and was approved to have monthly meetings until December. We will re-look at the schedule at that time.

Site Proposal: Chuck found (with Penitenti/Peterson) a parcel that we could buy out over a 5 year period. Location of parcel is 343 S. Harrison. However, the parcel cannot be divided, which presents a problem. Chuck will look into it further.

Build on Faith Week: Pastors in the area have agreed to have Habitat speak for 5 minutes at churches in the area. The date proposed is Sept. 21st. Motion was made by Bob, seconded by Scott and approved to take advantage of this opportunity.

Phonathon: Chuck spoke on having a Phonathon in the Fall.

Appreciation Dinner: Gloria spoke on the upcoming appreciation dinner honoring Max Mitchell, Henry Mahan and Bill Mertle that will be held at the Wharf restaurant.

Committee Meetings: Barbara reported on recruitment of families...only 10 applicants so far. Gloria reported on the Corry St. project. A plumber with Joe Moura is working at this time.

Conference: Everyone is registered for the meeting in Portland scheduled for 9/12 and 9/13.

Habitat Office: Wells Fargo has donated a desk, refrigerator and plants, The courthouse has donated a four drawer file cabinet.

There was a discussion to offer to salvage a house for materials.

Gloria reported that there had been a warning about a person named Chuck or Charles Zimmerman who is reportedly make bogus calls to habitat members trying to get information. Gloria said to not give out any information.

Oakland Habitat gave us a gift of a Framing Nailer with a value of about \$500. A note of thanks will be sent.

Scott talked about a program on getting youths interested in Habitat. There is some seed money available for this type of program. He also reported that the storage building needs to be sorted and inventoried. Gloria will talk to Joe to get this accomplished.

Closing Prayer was said by Chuck.

Move for adjournment was made by Bob and seconded by Scott.

The next meetings will be Oct. 3rd, Nov. 7th and Dec. 5th at Perko's restaurant from 8:00 a.m. to 10:00 a.m.

Habitat for Humanity of the Mendocino Coast
Meeting Agenda
June 6, 1997

1. Opening Prayer
2. Approval of the Minutes
3. Treasurers Report
5. Family Selection Committee Report
6. Fund Raising Committee Report
7. Family Partnering Report
8. Building Committee Report
- ~~9. Fund Raising Report~~
10. Election of Officers
11. Closing Prayer

Habitat for Humanity Board Minutes
June 6, 1997

Present: Paul Kemp, Bob Goodwin, Bill Mertle, Gloria Renteria, Marilyn LeRoy, Barbara Durigan, Chuck Greenberg, Mary Shepherd

Absent: Scott Anderson, Betty Mahon, Carol Cotton, Joe Moura

Bob opened with a prayer and moved to approve the minutes which was seconded by Paul and unanimously accepted.

The Treasurer's report was unavailable in print, but Gloria stated that we have \$18,000 in the account which is money dedicated to the house under construction.

Barbara reported that family selection is still in an open enrollment stage. Chuck noted that Pastors in the Interfaith Group offered to suggest potential applicants. Barbara will follow this up.

Chuck reported that the Jewish Community offered Habitat office space behind the Synagogue in Caspar. Gloria and Bob expressed concerns about the distance from Ft. Bragg. Chuck noted that this is primarily an archival storage space rather than a working office so the travel issue is not significant. After some further discussion the board accepted the offer. Chuck, as Secretary, will acknowledge the offer from the Jewish Community with a thank-you note to their newsletter.

Paul and Chuck updated the Board on the activities of the Resource Committee. The Quarters for Quarters Program continues to move forward with the development of the coin box, fact sheets and other PR materials. Samples of each were distributed at the meeting. Members of the Committee will initiate the Realtors portion of the Quarters for Quarters Program and reported they are currently enrolling retailers for the coin box. These boxes will be colored in at the Christian Camp and by Habitat Partners. The Interfaith Action Group continues to meet to clarify potential actions toward participating in the September Build on Faith Week for Habitat International. The Site Subcommittee continues, so far without success, to develop our next building site. Bill suggested the possibility that we could transfer some of our equity holding in the houses to raise purchase money.

Mary and several other members expressed a concern about how we ask for money, especially about going back to the same people for future gifts. This will be reviewed by the Resource Committee at its next meeting. Mary and Gloria agreed to get to the Resource Committee a list of significant donors and the amounts which they gave in 1996-1997.

Bob reported that the Family Partnering Committee is meeting regularly in various churches and attempting to focus most of its energy for obtaining sponsors for each family. Copies of the Habitat Homeowners Manual will be

distributed to our partners and plans are underway for a Homeowners Association.

Bob sought and obtained, after some discussion, the Board's permission to pursue his investigation with Jim Larsen of ways to form a Tenant's Association. These would enable us to transfer full ownership of homes to our partners whose properties who cannot be divided to run with the houses. This would fulfill Habitat's mission of independent ownership and terminate our present status as lease holders and landlords as opposed to being simply mortgage holders.

Chuck reported for Joe that the Maple Street project is moving along and is now framed up and ready to close. In connection with this building, Gloria expressed a concern about our present insurance coverage. There was a recent minor injury, which called attention to the fact that our insurance did not cover all of the contingencies that it should. The Board approved Gloria's selection of Dr. Sandy Brown as our official referring physician for such occurrences, and authorized her to review and submit for bid our total insurance package to at least two local insurance providers.

The Board voted by acclamation to accept the slate of officers proposed in April. As of July 1, 1997 the officers are as follows: President, Gloria; Vice-President, Chuck; Treasurer and Finance Officer, Paul; Secretary, Carol.

After some discussion, the Board agreed it is premature to switch to quarterly meetings. We will continue meeting bi-monthly, but the meetings will now take place at Perko's from 8:00-10:00am. The first of such meetings will be on August 22nd. The Executive Committee will develop a schedule for the remainder of the year. This will be presented to the Board for approval.

Judy Reyes, of the Western Region, will be Ft. Bragg June 13 at 2:00 pm to meet Board members. Anyone free to attend should come to our regular meeting place at that time.

After an enthusiastic discussion about the upcoming National Meeting in Portland, Oregon, the Board unanimously underwrote the expenses of six Board members to attend. Paul waived his portion of this offer in order that Gloria's husband Refugio, who is active on several committees, could afford to attend.

The meeting closed with as prayer led by Barbara and adjourned.

Respectfully submitted,

Chuck Greenberg

Habitat minutes 4/4/97

Present Bill Mentic, Gloria Renteria, Scott Anderson, Mary
Shepherd, Joe Maura, Barbara Dvirigan, Paul Kemp, Chuck Greaney
^{Bob Goodwin}
Absent Carol Cotton, Betty Mahan, Marilyn LeRoy

Opening Prayer Bob
minutes approved

Treasurers 19,570.27 in account

Family Selection Applications are in and under review

Resource site committee, Sun Committee - Realtors
have had 1st meet; Interfaith meeting called 5/6

Partnering Has formed and met and is in the
process of developing the H. Owners Assoc - manual
and a Community Resource list.

Conference Scott reported on an East Bay
build - affiliate with 1 million budget and
a Portland affiliate with a house dedic-
ated to 2 month to 2 yr. post BA. Volun-
teers who help manage affiliate business,
builds events.

Build underway pending kitchen layout review for plumbing
Nominations Proposed the following unanimously
approved officers state to be voted in June 6
to take office July 1. Gloria (Pres.) Chuck (VP)
Paul (Treas.) Carol (Scty).

Closing Prayer - Scott

Reminders

Joe look into Bill Burton's trailer - repair? or
Barbara to check replacement

Bob to get Directors Booklet from HHI - give out
with bylaws etc.

Habitat For Humanity Meeting 2/7/97 Minutes

Present Bill Mertle, Barbara Worrigan, Chuck Greenberg, Gloria Renteria, Bob Goodwin, Betty Mahan, Paul Kemp, Joe Morra, Scott Anderson, Mary Shepherd, Marilyn LeRoy and guest Pat Dunbar.

Absent Carol Cotton

Action Items

1. Committee Chairs - I need full list of members, addresses - phone #s for records and HHI at Americas - please bring to 4/4 meeting
2. Archive materials (leases, hours logs, photos, etc.) one to be given to Marilyn (Bill Betty - Gloria especially)
3. Bill + Joe - Swap Shop extra goods in storage

Opening Prayer Scott

Minutes Approved

Treasurers Report Approved - see submitted sheet 13,503.45
Current balance + 3000 due from Environmental Ctr
and current check for 500.00 from Kiwanis.

Directors terms see sheet for rotation of 1/3 board over 3 yrs to be amended, if anyone dissents, by April 4 meeting.
Meetings new schedule 4/4 Nominations; 6/6 Election 5 effective 7/1; regular meetings, 9/11; 10/3; 12/5.

Clearlake Paperwork delayed due to death of 1 of 2 donors will be ready for Elaine Tucker to get listing 2/15

Building Foundation ready to do today followed by joisting and rough-plumbing in next 3 weeks.
Legal Jim Larson offered to work with Tom Lonegin to do any legal work we need.

Fundraising Chuck submitted a Resource Plan for approval (see enclosed) to be enacted over the coming 2 years by the Resource Committee: unanimously approved.

Operations Manual Bob will head an effort to prepare a Board manual using HHI's booklet as a format. 25 copies will be ordered and given out to start

a conversation on what we need for ourselves and for new Board members. This task will include revising our By-laws and practices.

Public Relations Barbara accepted the task to begin a file of PR goodies per Resource Plan and to start work on a local Brochure. Debbie Anderson will help with graphics and Pat with development. Also she will work to develop a Thank You Protocol for volunteers, especially for contractors & suppliers.

New members John Lehan was proposed for possible Board membership in the fall.

Habitat West (9/12-13) we need to be represented at the regional meeting.

Family Partnering Committee now contains Bob Goodwin Chair, Bob Boddy, Barbara Eells (sp?) Bob Brouse, Leo Misur's, Tom Flowerday, Bill Bodaly (sp?) They will execute the const. leases & move on to establishing a homeowners' association.

Family selection sought and received approval for a Press Release seeking applicants by a closing date of 3/28 for Habitat Partners, with emphasis that not all partners become homeowners.

Closing Prayer Barbara.

Robert K. Goodwin
20003 Hanson Road - Fort Bragg, CA 95437
(707) 961-1173

December 12, 1997

Board of Directors
Habitat For Humanity of the Mendocino Coast
Fort Bragg, CA 95437

As agreed at the December meeting of the Board of Directors a mediation meeting was held Thursday, December 11th. Bill Mertle, who acted as the mediator, arranged that he and I would meet together. Following a forty minutes discussion of the situation, together with issues involved, Gloria Renteria was telephoned to come join us. Bill had previously proposed an agreement with me that I would resign as chair of the Family Partnering Committee after a couple of months, presumably with the end of February 1998. It was obvious that Bill had cleared this with Gloria previously. Gloria was telephoned, and arrived some time later. She gave her assent to the proposed decision. I agreed to continue as chair of the committee through January 1998. The meeting was amicable, and the three of us left in a peaceable manner.

Since giving my consent to the proposed agreement I have had cause to reflect on the benefit to all concerned that it purports to give. The current members of the Family Partnering Committee were asked to serve for the calendar year 1997 only. This means that their term of service ends December 31, 1997. This leaves me with an empty committee during January, which means that the committee can take no action.

This "lame duck" situation causes me to resign as chair of the Family Partnering Committee, and as a member of the Board of Directors, effective December 31, 1997.

I would strongly urge that a person with hands-on experience on the Family Partnering Committee be named to succeed me as chair of the committee. I understand this to be one of the goals of the restructuring of the board, that on each committee persons would be in training to succeed the chair.

My sincere thanks to all those who have actively supported the endeavor of the Family Partnering Committee and myself to implement the goals set for that important work.

Sincerely,



Robert K. Goodwin

Habitat For Humanity of the Mendocino Coast

Family Partnering Committee

20003 Hanson Road - Fort Bragg, CA 95437

707/961-1173

email: rkg@mcn.org

December 1, 1997

Report to the Board of Directors
c/o Carol Cotton, Secretary
P.O. Box 1358
Fort Bragg, CA 95437

The Family Partnering Committee met Monday, November 10, 1997. By motion it acted to forward the following resolution of policy and procedure to the Board of Directors of HFHMC for its adoption:

Whereas the Family Partnering Committee is assigned responsibility for the administration of Sweat Equity (See Affiliate Operations Manual, Vol. IV, pages 47-50, component #3); and

Whereas confusion over administration and record keeping of Sweat Equity hours has developed; therefore the Family Partnering Committee urges the adoption of the following policy and procedure statement by the Board of Directors of HFHMC:

The site or Building Superintendent, or a person appointed by and responsible to him/her, will keep a record of Sweat Equity hours of all Habitat Partner families working on that site, recording the name(s) of such families on a Time Card, giving the date and number of hours worked. The Time Card, provided by the Family Partnering Committee, will be signed by the Site/Building Supt., or his/her designee, at the end of each work day and forwarded to the member of the Family Partnering Committee named to that responsibility.

In the case of other Sweat Equity opportunities provided by HFHMC the same procedure will be followed, be it a benefit dinner, or other approved work project.

Paul Kemp was called upon to report on the Western Region HFH Conference in Portland, OR, and particularly on how we might effect a legal real estate contract with our Habitat Partner Families. He reported this to be a concern of affiliates nationwide. He further reported finding on the internet that two affiliates in southern California have dealt with this concern and worked out solutions. He has requested documents of both affiliates. Elaine Tucker volunteered to work with Paul to find the solution to our need.

Submitted on behalf of the committee,

Robert K. Goodwin

Robert K. Goodwin, Chairperson

1997

HABITAT FOR HUMANITY of the MENDOCINO COAST
Family Partnering Committee - (707) 961-1173
20003 Hanson Road - Fort Bragg, CA 95437

April 3, 1997

Dear Chuck,

Thanks for putting our phone conversation of 3/24/97 in writing. It was helpful to be able to put it in front of the committee.

The Family Partnering Committee considered your request at their first ever committee meeting Wednesday, March 29th. The general opinion was that this is a worthy project for all the reasons you stated. However, they were also of the opinion that the committee is not grounded enough yet to undertake this project at this time.

Our priority needs include: recruiting sponsors/advocates for all our Habitat Partner Families (The new ones in addition to those already occupying Habitat houses), identifying community resources in order to provide our families with the tools they need, developing the Habitat mandated "homeowners manual." helping our families effect homeowner's associations, finalizing the legal documents for each of the home occupying families. These are formidable tasks.

We have in mind your recommended community project, and will address it at some time in the future, when we have a solid footing in the several other responsibilities we carry.

Sincerely,

Bob

3/24/97

Dear Bob,

Pursuant to our talk this evening I want to propose a Gorse removal work day for our families as a way to begin

1. Forming them into a group outside the horse breeding model,
2. Offering them a chance to give back to the community by helping to clear open space of an aggressive non-native plant with other community groups who do this,
3. Simply creating an enjoyable day to bring a picnic lunch on a Sat. of our closing & work with equipment provided to weed out an area of Jughandle Reserve.

Thanks for considering this. I was going to just ask a few personally when I realized it might be an opportunity to help form a cohesive group in a visible, newsworthy activity of obvious public good.

Chuck

Robert K. Goodwin
20003 Hanson Road - Fort Bragg, CA 95437
(707) 961-1173

January 16, 1997

Chuck Greenberg
P.O. Box 482
Little River, CA 95456

Dear Chuck,

I am responding to your request, on behalf of the nominating committee, to indicate the length of term I would prefer in instituting the rotary system of service on the board.

My preference would be a one year term. I would be willing to serve on the board again at some future date should that be desired.

Sincerely,

Bob Goodwin

RESOLUTION NO. 1

A RESOLUTION OF
HABITAT FOR HUMANITY OF THE MENDOCINO COAST, INC.
ACCEPTING CONVEYANCE OF REAL PROPERTY

WHEREAS, HABITAT FOR HUMANITY OF THE MENDOCINO COAST, INC. is a non-profit corporation organized pursuant to Revenue and Taxation Code §23701d; and

WHEREAS, ALMA IONE WESTBERG, et al, are desirous of conveying all their right, title and interest in the real property hereinafter described, to said non-profit corporation; and

WHEREAS, it is necessary for said non-profit corporation to accept said conveyance by Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of HABITAT FOR HUMANITY OF THE MENDOCINO COAST, INC. that it does accept conveyance of the following described real property:

All that certain real property situate in the County of Lake, State of California, more particularly described as follows:

Lot 12, in Block E of Clearlake Park, Subdivision #3, Clearlake, California.

A.P. #37-133-09

The above and foregoing Resolution was introduced by Board Member Chuck Greenberg, seconded by Board Member Bob Gordenin, and passed and adopted at a regular meeting of the corporation held on this 6th day of December, 1996 by the following vote:

AYES: 9
NOES: 0
ABSENT: 3

By Chuck Greenberg
Title Secretary