

STAUNTON-AUGUSTA-WAYNESBORO HABITAT FOR HUMANITY
BOARD OF DIRECTORS MEETING ~ January 8, 2007

PRESENT: Salome Baugher, Raymond Reed, Vince Ennis, Ellen Carlton, Debbie Shickel, Dewey Feuerhelm, Mimi Moring, Craig Highland, Lynn White, I. F. Beadles, Vivian Jones, Frank Wagner, Steve Carpenter, David Driver and Roland Carlton. Executive Director: Rhonda Howdyshell.

ABSENT: Adrian Vera, Fred Grunder and Bob van Oeyen.

Raymond Reed called the meeting to order at 6:40. We opened with prayer. He presented a Plaque to David Driver recognizing him as an Outstanding Volunteer and for his year as President of S-A-W Habitat for Humanity.

The minutes were approved with corrections. The Treasurer's Report was approved as presented.

Motion was made, seconded and approved by the Board of Directors to remove discussion from the minutes and to show motions only.

Motion was made, seconded and approved by the Board of Directors to have Vince Ennis back on the Board of Directors.

Motion was made, seconded and approved by the Board of Directors to grant Adrian Vera a leave of absence from the Board from October until March.

Motion was made, seconded and approved to invite Sharon Angle and David Driver to join the Advisory Board.

The Executive Committee recommended paying for 100% of the classes for Rhonda and Suzanne. The Board of Directors approved the recommendation.

The Executive Committee recommended to pay 100% of the Basic *Medical** Plan I plus 80% of options for one year and is not to be considered precedent setting and it is contingent on the successful enrollment and completion of classes. The Board of Directors approved the recommendation.

The Executive Committee recommended paying the employees for days lost in vacation when the new vacation policy goes into effect on January 1, 2007. The total cost will be \$3315.10 for both full time employees. The Board of Directors voted in favor of the recommendation with Salome Baugher abstaining and the following Directors voting in opposition: Mimi Moring, Vivian Jones, Dewey Feuerheim and Craig Highland.

Raymond Reed gave everyone a slate of committee chairs and asked for the Board's approval of the Chairs. Motion was made, seconded and approved by the Board of Directors.

Motion was made, seconded and approved to combine the Church and Community Relations into one committee.

The Executive Board recommended not having the Chocolate Festival and Habitat Hustle as fundraising events this year. The recommendation was approved by the Board of Directors with Mimi Moring voting in opposition.

The Endowment Fund was tabled until the next meeting on February 5, 2007.

Executive Director's report is attached.

Committee Chairs need to give the Secretary a written report at the Board of Directors meeting to be attached to the minutes as their committee report.

The meeting adjourned at 8:10 with the closing prayer.

Respectfully Submitted,

Debbie Shickel

*Modified per 02/05/2007 board meeting

**SAW Habitat for Humanity
Board Minutes
February 05, 2007**

Present: Raymond Reed, I F Beadles, Ellen Carlton, Roland Carlton, Frank Wagner, Vivian Jones, Craig Highland, Dewey Feuerhelm, Salome Baugher, Fred Grunder, Mimi Moring, and Executive Director Rhonda Howdysshell

Absent: Bob von Oeyen, Lynn White, Vince Ennis and Steve Carpenter.

On leave Adrian Vera.

Irv Beadles opened with prayer.

As the first order of business, Raymond Reed announced Debbie Shickel's letter of resignation from the Board and as Secretary. He asked for a report from the volunteer committee for a replacement. As chair of the volunteer committee, Dewey Feuerhelm recommended Mimi Moring as secretary to replace Debbie. Before this was voted on Roland Carlton stated that Debbie had withdrawn her resignation and that the Board should accept the withdrawal. Much discussion followed as to correct procedure when a resignation is withdrawn. A reading of the bylaws stated that a resignation is effective when received (received). Roland then made a motion that the Board table their decision until he and Raymond could discuss this one on one and/or he could talk with the attorney Raymond had consulted. Roland's motion was voted on and defeated; Roland and Ellen Carlton, Craig Highland and Fred Grunder voted in favor; Salome Baugher abstained; Irv Beadles, Frank Wagner, Vivian Jones, Dewey Feuerhelm, Mimi Moring voted against. At this point Roland Carlton stood up, slammed his book on the table, resigned, stated that the Board needed to find someone to take his place running the Radiothon and said a few other unpleasant things. Ellen Carlton also chose to resign and stated that the Board needed to find a new treasurer. The Carlton's then left the meeting. The Board then voted to accept Mimi Moring as a replacement secretary. The vote in favor was Frank Wagner, Vivian Jones, Dewey Feuerhelm, Irv Beadles, and Mimi Moring . The vote against was Fred Grunder. Abstaining was Craig Highland and Salome Baugher.

Salome made a motion to accept Roland and Ellen's resignation. Frank Wagner and Vivian Jones seconded.

The January minutes were read and accepted with one correction. On the insurance issue the word Medical is to be inserted in Basic Plan.

The property search for the Restore is now focused on the "Koogler" property on Rt 250 west of Waynesboro. This property also has additional land that may be used for building houses. A motion was made by Irv Beadles and seconded by Frank Wagner that an offer be made for this property for up to \$795,000 with contract contingencies to allow for obtaining financing, due diligence of the physical property, and obtaining proper zoning. A down payment of \$1000.00 is to be made. Motion passed with eight in favor and one abstaining.

Former Board members, Sharon Angle and David Driver have accepted positions on the SAW HFH Advisory Committee.

Committee Reports:

Construction report attached.

Family Partnership needs nurturers

Volunteer Committee chair Vivian Jones attended a workshop January 16. Report is attached.

Liability Waivers and Leadership Pledges were distributed with members signing the waivers.

The Endowment Fund brochure was discussed. Irv Beadles made the motion to approve for public distribution with a couple of minor changes. Vivian Jones seconded. Motion passed unanimous.

Executive Director's report was presented as attached.

Sign-up sheets for Board members to work the Radiothon and the Home Show were distributed.

It was agreed that the Board will review the current approved set of bylaws this year. These will be distributed to be sure all are using the same version. It is believed that the most recent version which some have was never officially adopted.

Meeting adjourned at 8:15 pm with prayer by President, Raymond Reed.

Respectively Submitted,

Mimi Moring

Next meeting 03/05/07, 6:30 PM at Third Presbyterian Church, Staunton.

SAW Habitat for Humanity
Board Minutes (modified 3/05/07)
February 05, 2007

Present: Raymond Reed, I F Beadles, Ellen Carlton, Roland Carlton, Frank Wagner, Vivian Jones, Craig Highland, Dewey Feuerhelm, Salome Baugher, Fred Grunder, Mimi Moring, and Executive Director Rhonda Howdysshell

Absent: Bob von Oeyen, Lynn White, Vince Ennis and Steve Carpenter.

On leave Adrian Vera.

Irv Beadles opened with prayer.

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Meeting adjourned at 8:15 pm with prayer by President, Raymond Reed.

Respectively Submitted,

Mimi Moring

Next meeting 03/05/07, 6:30 PM at Third Presbyterian Church, Staunton.

**SAW Habitat for Humanity
Board Minutes
February 05, 2007**

Present: Raymond Reed, I F Beadles, Ellen Carlton, Roland Carlton, Frank Wagner, Vivian Jones, Craig Highland, Dewey Feuerhelm, Salome Baugher, Fred Grunder, Mimi Moring, and Executive Director Rhonda Howdysshell

Absent: Bob von Oeyen, Lynn White, Vince Ennis and Steve Carpenter.

On leave Adrian Vera.

Irv Beadles opened with prayer.

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It was agreed that the Board will review the current approved set of bylaws this year. These will be distributed to be sure all are using the same version. It is believed that the most recent version which some have was never officially adopted.

Meeting adjourned at 8:15 pm with prayer by President, Raymond Reed.

Respectively Submitted,

Mimi Moring

Next meeting 03/05/07, 6:30 PM at Third Presbyterian Church, Staunton.

**SAW Habitat for Humanity
Board Minutes
March 05, 2007**

Present: Raymond Reed, I F Beadles, Frank Wagner, Vivian Jones, Dewey Feuerhelm, Salome Baugher, Lynn White, Vince Ennis and Steve Carpenter, Fred Grunder, Mimi Moring, and Executive Director Rhonda Howdysshell

Absent: Bob von Oeyen, Ellen Carlton, Roland Carlton, Craig Highland.

Vince Ennis opened with prayer at 6:35.

The February 05, 2007 minutes were reviewed. Rhonda read an email from Roland containing his objections. Discussion followed. By consent the Board agreed to change the word "slammed" to "dropped" and to remove the phrase "and said a few other unpleasant things". The minutes were then approved as presented.

No treasurer's report was presented.

President Raymond presented the Koogler property and SAW restore project. Irv assisted with explanation of the various costs projections and analysis scenarios prepared by Craig. Each member received copies of the information with their agenda. Following a long discussion Raymond asked that the Board vote on continuing or not continuing to make an offer on this property. Irv clarified the question by saying, "do we want to make an offer on this property considering the negative cash flow, but a likelihood of being able to recover our investment due to built in equity and inflation, a negative cash flow but an increase in net worth?" Using a ballot vote the Board voted 10 to 1 to continue with an offer on the Koogler property. Following additional discussion the Board decided to go with Fred's suggestion that we offer \$700,000 and give the Executive Committee the ability to go to \$750,000. The offer is to include all the provisions of the previous offer and also a first right of refusal on the +/- 6 acres.

Raymond reported that the Endowment handout is under way and at the printer.

There was a short, informational discussion of the new covenant from HFH International and changes they are requesting in our tithing. More to be considered later.

Committee Reports:

Church and Community Relations news paper article attached.

Construction committee minutes attached. There was a discussion of hosting the Caravaners coming to help with this year's builds.

Family Partnership minutes attached. Additionally Fred asked the Board to approve 50 hours worked by Marcus . These hours did not conform to SAW HFH's standards, but were worked through a misunderstanding. Board agreed by consensus to allow these to be counted.

Also the Board was advised that one of the families scheduled to receive a house this year was undergoing surgery, but had completed the initial 50 sweat equity hours. Again by consensus the Board agreed to give her special consideration during her recovery time.

Fund Raising. The Home Show schedule for March 9-11 was passed as a reminder.

The Radiothon scheduled for March 12-14 will have Rhonda, Irv, and Steve Winslow anchoring with scheduled guests coming every hour. The Board was asked to fill in any open slots on the schedule.

Executive Director's Report is attached. The Advocacy Grant went to International. Additionally Raymond and Rhonda talked about the policy handbook from HFH International and the quiz sheet that each Board member needs to do and return to the office.

Raymond announced Adrian Vera's letter of resignation due to his work schedule. The Secretary was asked to write a letter of appreciation for his services.

As had been previously discussed, a review and revision of the current Board By-laws is needed. Raymond announced the appointment of Salome Baugher as chair, Fred Grunder and Mimi Moring to form a committee to work on this.

Irv closed the meeting with prayer at 8:35.

Respectively submitted,

Mimi Moring

Secretary

Next meeting 04/01/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Board Minutes
April 2, 2007**

Present: Raymond Reed, I F Beadles, Frank Wagner, Vivian Jones, Dewey Feuerhelm, Salome Baugher, Lynn White, Vince Ennis and Steve Carpenter, Bob von Oeyen Fred Grunder, Mimi Moring, and Executive Director Rhonda Howdysshell

Absent: Ellen Carlton, Roland Carlton, Craig Highland.

Raymond opened with prayer at 6:40 pm.

The March 05, 2007 minutes were approved as submitted.

President's Items: Letters of resignation were received from Ellen and Roland Carlton and included in the meeting packets. Ellen's letter was read and voted on as she had requested. Motion made by Dewey, 2nd by Vince, Salome, and Vivian to accept. Motion passed unanimously. Roland's letter was read and voted on as he had requested. Motion made by Irv and 2nd by Steve to accept the resignation but not the content of the letter. Motion passed unanimously. Letters for appreciation of their services are to be sent.

Other items were discussed per the agenda.

Treasurer's report: January and February were presented and included in the meeting packet.

Committee Reports:

Construction committee per minutes attached.

Family Partnership per minutes attached.

Fund Raising. Steve was thanked for his hard work on the Home Show. Funds raised were \$1750. Rhonda and Irv were thanked for their work and great job done on the Radiothon. It was the most successful to date. The yard sale is postponed due to expected opening of restore. Arrangements have been made for the donations received from Target for the yard sale to be included in the restore.

Nominating Committee. A new treasurer was needed. Lynn White volunteered as she did this job previously. Frank made a motion that she be accepted. Irv 2nd. Motion passed unanimously.

Executive Director's Information per agenda and report attached.

Old Business Raymond passed out the Endowment Fund handout. Everyone was reminded to return the Quality Assurance Checklist pre-test.

New Business A resolution naming the new officers of SAW HFH was presented to satisfy banking requirements for signature cards. Fred made a motion that this be passed. Bob and Vince 2nd. Motion passed unanimously.

Bob closed the meeting with prayer at 8:25.

Respectively submitted,

Mimi Moring

Secretary

Next meeting 05/07/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Board Minutes
May 7, 2007**

Present: Raymond Reed, I F Beadles, Frank Wagner, Vivian Jones, Dewey Feuerhelm, Salome Baugher, Lynn White, Vince Ennis, Bob von Oeyen, Fred Grunder, Craig Highland, Mimi Moring, and Executive Director Rhonda Howdyshell

Absent: Steve Carpenter

Irv opened with prayer at 6:40.

Minutes: The April 02, 2007 minutes were approved as presented.

President's Items: Items were discussed per the agenda. Irv presented the picnic for the Caravaners on 5/25 in Ridgeview Park and a sign-up sheet was passed.

Treasurer's Report: March was included in the meeting packet and approved as presented.

Committee Reports:

Construction Committee: Per minutes attached.

Family Partnership: Per minutes attached. The committee recommended family was approved unanimously. After discussion the committee recommended motion to include applicant permission for a criminal background check was approved unanimously as presented.

Volunteer Coordination: Report attached. Volunteers with trucks to collect donated items are needed.

Fund Raising: Irv reported on a possible donor of a house.

Nominating Committee: Jim Conley has been asked to consider board membership

Executive Director's Report: Information per agenda and report attached. Anyone who can attend Staunton City Council on Thursday night was asked to do so in support of waiving the water and sewer hook-up fees.

Old Business: Everyone was reminded to return the Quality Assurance Checklist pre-test again.

New Business: None

Bob closed the meeting with prayer.

Respectively submitted,

Secretary, Mimi Moring

Next meeting 06/04/07 at 6:30 PM at Third Presbyterian Church, Staunton

SAW Habitat for Humanity
Board Minutes
June 4, 2007

Present: Raymond Reed, Irv Beadles, Frank Wagner, Vivian Jones, Dewey Feuerhelm, Salome Baugher, Lynn White, Vince Ennis, Bob von Oeyen, Fred Grunder, Craig Highland, Steve Carpenter, Mimi Moring, and Executive Director Rhonda Howdyshell

Guests: Lyle Palmer and Jim Conley

Starting at 6:30 PM all were invited to review the current large scale Restore plans and drawings.

Irv opened with prayer at 6:40.

President's Items: At 6:45 members assembled and discussion started concerning the plans and current cost estimate of \$172,000. Craig will run new numbers and Rhonda will distribute to the Board. There was general consensus to go forward.

The HFHI Policy Handbook and our Tithing history were discussed. Irv made the motion that "we adopt the covenant policy with the exception that for tithing we continue to use International's house for house format." Vince 2nd the motion. Motion passed unanimously.

The Executive Director was excused. The Executive Committee recommended a 10% salary increase. Dewey motioned to accept and Vince 2nd. Motion passed unanimously. **Treasurer's Report:** March was included in the meeting packet and approved as presented.

Treasurer's Report: April was included in the meeting packet and approved as presented. A detail budget for July 2007 thru June 2008, also included in the meeting packet, was presented and discussed in detail. Fred motioned to accept and Vince 2nd. Motion passed unanimously.

Minutes: The May 07, 2007 minutes were approved as presented with a motion by Fred and Steve 2nd.

Committee Reports:

Construction Committee: Per minutes attached. Committee motion to adopt a policy to include central air as part of the standard package unless otherwise specified was discussed and passed unanimously.

Family Partnership: Per minutes attached. The committee recommended Jacqueline Jones be allowed to move into her Cochran St. home prior to completing the required 250 hours. The Board approved on condition of specific time guidelines for her completion of hours.

Committee recommended SAW – HFH adopt the HFHI income guideline policy to serve people making up to 60% of area median income. Board approved unanimously.

Volunteer Coordination: Report attached. Volunteers are needed to prepare meals for construction.

Executive Director's Report: Information per agenda and report attached.

Old Business: Everyone was reminded to return the Quality Assurance Checklist pre-test again.

New Business: Gas assistance program was presented and discussed. Board approved paying recorded mileage to and from sweat equity site with nurturer verifying documentation.

America's Birthday Celebration offered opportunity to help with their event 7/3-4 for \$500. Board declined for lack of people available.

It was announced that Wal-Mart in Waynesboro would like to recycle aluminum cans and they hope to raise enough money to pay for a house. The Board approved they proceed at no cost to SAW HFH.

Motion to adjourn by Irv and 2nd by Lynn White.

Bob closed the meeting with prayer.

Respectively submitted,

Secretary, Mimi Moring

Next meeting 07/02/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Board Minutes
July 2, 2007**

Present: Raymond Reed, Irv Beadles, Vivian Jones, Dewey Feuerhelm, Salome Baugher, Lynn White, Vince Ennis, Fred Grunder, Mimi Moring, and Executive Director Rhonda Howdysshell

Absent: Frank Wagner, Craig Highland, Steve Carpenter, Bob von Oeyen,

Irv opened with prayer at 6:40.

President's Items: The Restore site plan has been reviewed by the City and departments except engineering have approved with minor modifications. The sprinkler system or fire suppression may be an issue. A copy of the lease was reviewed. The board agreed to have lawyers and business people review the lease requesting that it remain confidential until finalized. The board is also willing to pay the lawyer representing us for a written opinion. Phil Miller has recommended we contact Bill Watkins to represent us. Raymond will be in contact.

The HFHI CEO, Jonathan Reckford, will speak in Richmond on July--. The executive committee will attend. Salome will try to be the alternate for Raymond.

Treasurer's Report: May was included in the meeting packet and approved as presented. A new contract has been signed with Withers and Masincupp as our auditors,

Minutes: The June 4, 2007 minutes were approved as presented with minor changes.

Committee Reports:

Construction Committee: Per minutes attached.

Family Partnership: Per minutes attached. The committee recommended families to become partners. The Board approved all. Five more families are needed to fill the backup positions for 2008.

Volunteer Coordination: Report attached. Volunteers are needed to prepare meals for construction . The committee is trying to implement brief devotions to start the workday at the construction sites. There is a new volunteer form replacing the old one. Salome recommended a form date be inserted as a footer so we know which version is in use.

Executive Director's Report: Information per agenda and report attached.

Old Business: Everyone was reminded to return the Quality Assurance Checklist pre-test again.

New Business: Walmart is still trying to workout the details of collecting aluminum to raise money for SAW-HFH. There is a possible lot with an old house the real estate committee will assess the possibilities.

Motion to adjourn by Irv and 2nd .

Raymond closed the meeting with prayer at 7:40.

Respectively submitted,

Secretary, Mimi Moring

Next meeting 08/03/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Board Minutes
August 6, 2007**

Present: Raymond Reed, Irv Beadles, Dewey Feuerhelm, Salome Baugher, Lynn White, Vince Ennis, Frank Wagner, Craig Highland, Steve Carpenter, Bob von Oeyen, Mimi Moring, and Executive Director Rhonda Howdysshell,
Guest: Legal counsel Bill Watkins

Absent: Vivian Jones, Fred Grunder

The meeting was opened with prayer.

A review and discussion of the Re-store lease occurred with Mr. Watkins explaining the changes and the Board asking questions about their various concerns. Mr. Watkins suggested that the Board authorize Raymond Reed and Rhonda Howdysshell to continue to fine tune any additional changes to the lease and give them the power to execute the lease. When no more questions were presented, Mr. Watkins left.

President's Items: The president continued the meeting with discussion on the Re-store. Dewey made a motion that the Board follow the advice of Mr. Watkins and authorize Raymond and Rhonda to jointly review and draft the next step, and authorize Raymond to negotiate any changes with the lawyers and to execute the lease. Irv seconded the motion. During discussion Irv reminded the Board that the projections have SAW HFH operating in the red for at least 9 months. The Board voted unanimously on the motion.

Treasurer's Report: June report accepted as presented. CD's will need to be cashed to pay for construction.

Minutes: The July minutes were not available at the meeting.

Committee Reports:

Community Relations: The HFHI CEO, Jonathan Reckford, spoke in Richmond on July 10. The executive committee attended with Fred Grunder filling in for Raymond Reed. Rhonda presented Raymond with an autographed copy of Mr. Reckford's book and a photo of the SAW group with him at the dinner. The newsletter is ready to go and will include a donation envelope.

Construction Committee: Per minutes attached. Steve expressed a need for storage to accumulate items for the Re-store. Various solutions will be explored. The Board agreed that the committee should pursue rental or other storage space.

Family Partnership: Per minutes attached. Due to credit issues, Teresa received a suspension letter. She has 90 days to get a job and work on the credit. Marcus and Eva have a situation that is being reviewed.

Executive Director's Report: Information per agenda and report attached.

Old Business: Raymond agreed to go with Rhonda to do a maintenance check on the Waynesboro families with complaints against them.

New Business: A letter will be sent asking Phil Miller to address the discrepancies in the organizations name. Planters Bank needs a board resolution authorizing office personnel access to the safe deposit box. Resolution was read and approved. Suntrust Bank has a new program that allows customers opening new accounts to donate \$50 to the non profit of their choice. The Board agreed to authorize the use of the SAW HFH name for this.

Lynn closed the meeting with prayer.

Respectively submitted, Secretary, Mimi Moring

Next meeting 09/04/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Board Minutes
September 4, 2007**

Present: Raymond Reed, Irv Beadles, Dewey Feuerhelm, Salome Baugher, Vivian Jones, Bob von Oeyen, Vince Ennis, Frank Wagner, Craig Highland, Steve Carpenter, Mimi Moring, and Executive Director Rhonda Howdyshell,
Guest: Keith Suerdieck

Absent: Fred Grunder, Lynn White

Raymond opened the meeting with prayer and welcomed Keith Suerdieck.

President's Items: Raymond asked that all who can do so come to the signing of the lease on 9/13. Board members are asked to be there about 8:30 AM for a preview of the facility. The signing is scheduled for 9:00 AM and all media is invited. Several possible lots in Waynesboro were discussed. These lots will continue to be investigated. The Executive committee's position on hiring an attorney was read as stated in the agenda. As there were no objections and the organization will continue to use Phil Miller for general issues.

Treasurer's Report: July report accepted as presented.

Minutes: Previous minutes will be reviewed in October.

Committee Reports:

Community Relations: The dedication of the two Waynesboro houses is set for September 16 at 3PM. Staunton may take place in September. Announcements will be mailed. A newspaper article is attached.

Construction Committee: Per minutes attached. The houses are in the final stages. There is still a need for storage and for a delivery type truck.

Family Partnership: Per minutes attached. The committee asked the Board to consider letting the Edwards rent until a credit issue can be completed. Salome made a motion that the Edwards be allowed to lease the property for up to six (6) months to allow time for the bankruptcy on the car to be completed. When the bankruptcy on the car is complete the rent will be credited to the mortgage after the closing. Bob seconded. Approved unanimously.

Nominating Committee: Keith was the guest of this committee as a potential Board member. Committee and Board members were asked to give the committee any recommendations for the 2008 slate of officers.

Executive Director's Report: Information per report attached.

Old Business: The Assurance Checklist summary in spreadsheet format was included in member's packet and discussed. Section three suggest time limits for service by board members that is not consistent with SAW HFH's limits. The by laws committee's suggested revisions had been distributed by email. Several changes were recommended by members.

New Business: A Resolution was needed to allow office staff to proceed with obtaining and using a business credit card with a \$1000.00 limit. This is for miscellaneous items. The Resolution was read and approved with a motion by Vince and 2nd by Dewey. Board members were asked to contact Raymond or the office with recommendations for volunteers to be recognized at December's dinner.

Bob closed the meeting with prayer.

Respectively submitted, Secretary, Mimi Moring

Next meeting 10/01/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Board Minutes
October 01, 2007**

Present: Raymond Reed, Fred Grunder, Lynn White, Salome Baugher, Vivian Jones, Vince Ennis, Frank Wagner, Craig Highland, Mimi Moring, and Executive Director Rhonda Howdyshell

Guests: Dick Bolton, Don Michaels, Richard Moring and Jeffrey Woodie of Lantz Construction

Absent: Dewey Feuerhelm, Bob von Oeyen, Steve Carpenter, Irv Beadles

Vince opened the meeting with prayer

Raymond welcomed visitors.

President's Items: Jeffrey Woodie presented the proposal from Lantz construction and answered questions. He was asked to get cost estimates for four additional items and to present SAW HFH with a contract for services. The four additional items were the concrete dock, chain link fence, an interior wall change, and the fire door. The December Recognition dinner is set for December 9 at 1PM at Linden Heights Baptist Church.

Treasurer's Report: August report accepted as presented.

Minutes: July, August, and September minutes accepted as presented.

Committee Reports:

Community Relations: Articles included in Board package.

Construction Committee: Per minutes attached.

Family Partnership: Per minutes attached. The committee made a motion to change the low income level of applicants to \$1400 per month gross/\$1000 per month net. Motion carried. The committee recommended a privacy fence behind the houses on Gardner Street in Waynesboro. Motion failed for lack of any vote and was withdrawn. More information will be gathered. Two families , #070408 and #070412 were presented for back up positions for next year. Families were approved.

Volunteer Coordination: Three drivers are needed to pickup donations and take to storage on 10/02/07.

Fund Raising: SAW HFH has been named in a very large estate and a discussion of how to proceed with the choices available occurred. Salome made a motion and Fred seconded to ask Phil Miller for more information on the pros and cons of our options and then bring back to the Board. Motion passed. Craig will also talk with Phil to obtain additional information.

Nominating Committee:

Executive Director's Report: Information per report attached.

Old Business:

New Business: A sheet was distributed to aid recommendations for volunteers to be recognized at December's dinner.

Bob closed the meeting with prayer.

Respectively submitted, Secretary, Mimi Moring

Next meeting 11/05/07 at 6:30 PM at Third Presbyterian Church, Staunton

**SAW Habitat for Humanity
Called Board Meeting Minutes
October 18, 2007**

Present: Raymond Reed, Irv Beadles, Dewey Feuerhelm, Steve Carpenter, Fred Grunder, Lynn White, Salome Baugher, Vivian Jones, Vince Ennis, Frank Wagner, Craig Highland, and Executive Director Rhonda Howdyshell

Guest: Phil Miller, Legal counsel

Absent: Bob von Oeyen, Mimi Moring

Raymond opened the meeting with prayer, welcomed Phil and thanked everyone for coming.

The purpose of the meeting was to discuss SAW HFH's interest in the Hupman trust/will.

Phil Miller discussed the agreement formed by the charities named in the will and the possible forming of an LLC with the other charities. Phil tried to explain the Bubble Gift in the will. He stated that it was not necessary to decide about forming the LLC at this time. The LLC would be for the purpose of pursuing a portion of the real estate. He indicated that at this time we were in a position to be re-active and not pro-active. Questions and discussion followed.

A motion was made to sign the current agreement and seconded. Motion carried unanimous.

A second issue was brought before the Board to consider the Re-store contract with Lantz Construction.

The additional costs for the chain link fence, fire door, wall removal and the concrete platform repair were presented and discussed.

Irv motioned to accept the contract based on clarification that the proposed concrete platform repair is appropriate and that the terms of the agreement are reviewed by an attorney. Craig seconded. Motion carried unanimous.

Raymond stated that this proposed amount for construction brought the total contract to Lantz to \$215,807.00.

Meeting was adjourned.

Respectively submitted from recorded tape,

Mimi Moring, Secretary

SAW Habitat for Humanity
Board Minutes
November 5, 2007

Present: Raymond Reed, Fred Grunder, Lynn White, Salome Baugher, Vivian Jones, Vince Ennis, Frank Wagner, Craig Highland, Dewey Feuerhelm, Bob von Oeyen, Steve Carpenter, Irv Beadles, Mimi Moring, and Executive Director Rhonda Howdyshell

___ opened the meeting with prayer

President's Items: The Re-Store construction contract with Lantz Construction has been signed. The storage of donated items and what items are acceptable was discussed. Raymond gave a brief overview of 2007 accomplishments. The December Recognition dinner is set for December 9 at 1PM at Linden Heights Baptist Church.

Treasurer's Report: September report accepted as presented.

Minutes: October minutes accepted as presented, with the correction that Bob von Oeyen was present at both the called meeting and the Board meeting.

Committee Reports:

Community Relations: Articles included in Board package.

Construction Committee: Per minutes attached. Information on the new suggestions from International was discussed.

Family Partnership: Per minutes attached. One family, #070808 was presented for back up positions for a two bedroom.. Family was approved. Fred has been chair of this committee since 2003 and would like someone to take this position. He is willing to serve on the committee.

Volunteer Coordination: The committee has arranged for Bill and Lorraine Houff to entertain at December's dinner. Trucks and drivers are needed to help with Re-Store items.

Fund Raising: The annual appeal letter will mail on 11/15/2007.

Nominating Committee: Dave Driver was recommended to return to the Board in January. Board approved with three voting against. The slate of officers was presented and approved for 2008 - Irv Beadles, President; Salome Baugher, Vice President; Craig Highland, Secretary; and Lynn White, Treasurer.

Executive Director's Report: Information per report attached. This year's houses passed the energy Star Rating.

Old Business: The Employee Handbook was approved. A discussion of the length of term for a Board member to serve was discussed. Consensus was to make Board terms for new members one year trial then a two year commitment plus a second two year commitment after which a one year absence from the Board will be required. Returning members will serve two years plus a second two year term followed by a one year absence. A personnel committee was recommended. Salome, Steve and Craig volunteered to serve. Fred made a motion that this be established, Bob seconded and approval was unanimous.

New Business: Suzanne Wimberley, Office Manager has resigned as of 11/15/2007. It was agreed to have a lunch for her on the 15th at 1PM with restaurant to be determined. Dewey made a motion and Bob 2nd to pay her through the end of November.

Irv closed the meeting with prayer.

Respectively submitted, Secretary, Mimi Moring Next meeting 01/0 7/08 at 6:30 PM at Third Presbyterian Church, Staunton