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**Minutes of November 16, 2015**  
**Board of Directors Meeting held at GHCP Clubhouse, Montross VA**

The meeting of the Board of Directors of RWC Habitat for Humanity (RWCHH) was called to order at 10:20 AM by Director Dave Bertsch who also gave the opening prayer. A quorum was present.

**Voting Members Present:** Treasurer Harold Leifer, Secretary Hugh Fillingane, and Directors Dave Bertsch and George Algie.

**Voting Members Absent:** President Andrew Swaney (available via phone if required.), Vice President Kim Sovine.

**Minutes from October 2015 Meeting.** The minutes for the preceding month's meeting were approved.

**Treasurer's Report:** Treasurer's Report: Treasurer Leifer reported that there were no significant changes. Cash in the bank is \$46,132.72. Details may be found in the Treasurer's Report, distributed separately. The Treasurer's Report was approved. Collections are somewhat behind and there are two foreclosures pending.

**Old Business:**

- **Status/Discussion of Houses:**
  - **House #2 (Roane):** The property is now six months delinquent. A motion was approved to proceed with foreclosure, then sell it to raise cash. .
  - **House #13:** As Down Payment Assistance (DPA) for this property has been o problematic, a motion to submit any remaining documentation to VHDA, accompanied with a letter complaining about the unresponsiveness of VHDA and others on this matter. Treasurer Leifer will prepare and execute the correspondence.
  - **House #14 (Old #1; ex-Sarah Rich) (applicant Potter):** 3584 Country Bridge Rd., Montross VA. Renovation continues and is progressing well (see Construction Report).
  - **House #15:** 240 Sonnet Lane, Montross, VA. (Undeveloped). No discussion.
- **Nominating Committee:** No report. Tabled.
- **Applicant/Family Qualification Status:**
  - Belfield/Jenkins: New application received. Approved for House #15.
  - Potter: Qualified. Approved for House #14.
  - Latisha Lee: Qualified.

**New Business..**

**Lot Donation.** Michael Hill, Trustee of a family trust, has offered to donate two contiguous undeveloped building lots in Glebe Harbor subdivision. The lots (110 and 110A) are located in Section 4 on Currioman Drive. There was significant discussion of the potential impact of owning these lots No current or future costs, other than legal costs for a Deed of Gift and title policy, are anticipated, as there will be no taxes or sewer assessment. In the future, the lots may either be developed or sold. A motion to accept the donation with our gratitude was approved.

**Reports:**

**Construction.** House # 14. The block foundation was built by J. D. Davis, the same contractor that we have used in the past. Since then the floor, exterior wall, and roof framing have been completed in the new addition. Shingles are to be delivered next week and the roofer, Doug Gibbs is scheduled to start next Tuesday. The exterior work on the addition and main house will be a priority in the weeks ahead since the winter is approaching. The cabinets were ordered in the first week of November to take advantage of a sale. They should arrive before Christmas, and we will likely have to store them in a bedroom until all of the drywall work and painting is done in the kitchen. The family was to have painted the foundation this last weekend. Shutters were purchased and will be installed in the next few days. We received a HVAC contract bid from RMC that was \$1,200 less than the bid from Prichard and Fallon. We will finalize the contract that will include a gas backup furnace, heat pump, and a gas Rinnai hot water heater. RMC is ready to install the system. We decided to have the house treated for termites and that required drilling into all of the foundation blocks for a total cost of \$800. We learned that the insulation in the house is very inadequate and we are waiting for an estimate for redoing it including making the crawl space into a "conditioned area" Most of the wiring changes in the main house are done and part of the plumbing as well. New water lines have been installed and some changes to the drain system are underway. Much hard work was invested in the last month. So far, Jo Ann has not reported her time. The Moore's have done quite a lot of work, including mowing. That time too is unreported. Dave says he needs to get control of all of that.

The were no other reports

New Business. There was no new business.

The meeting was adjourned at 11:15 AM.

Respectfully submitted,

Hulon Fillingane, Secretary