



RWCHH
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Minutes of January 18, 2016
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 10:08 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 December 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 \$34,046. Details may be found in the Treasurer's Report, distributed separately. The Treasurer's Report was approved.

Old Business:

- **Status/Discussion of Houses:**
 - **House #2 (Roane):** Foreclosure proceeding.
 - **House #13:** No response yet from VHDA on Down Payment Assistance (DPA).
 - **House #14 (applicant Potter):** 3584 Country Bridge Rd., Montross VA. Renovation continues and is progressing well (see Construction Report). The detail of House 14 expenses to-date totaling \$52,720 was discussed.
 - **House #15:** 240 Sonnet Lane, Montross, VA. (Undeveloped). No discussion.

Newsletter: Fall 2015: Results of 816 newsletters mailed: 22 donations were received (a 2.7% return) totaling \$3,280, less expenses of \$1,233 for a net gain of \$2,047 – a very poor return. There were 104 bad address returns of which 71 had no forwarding and were removed from the mailing list. 33 had corrected addresses and were re-mailed. A study of the donors was conducted and it was determined that there were only 153 donors in the mail list that have contributed over the past 5 years. It was determined to discontinue using the mailing service, not renew the Not-For-Profit Mailing Permit with U.S.P.S., reduce the mailing to the 153 contributing donors and do three 1st class mailings in 2016 in March, June and November using our own software and facilities in the hope of improving the results.

- **Nominating Committee:** No report.
- **Website:** In good shape. Being maintained by Ray Saunders.
- **Applicant/Family Qualification Status:**
 - Belfield/Jenkins: Approved for House #15.
 - Potter: Qualified. Approved for House #14.
 - Latisha Lee: Qualified.

New Business. There was no new business.

Reports: Construction Report on House #14; January 18, 2016. Many loose ends were completed in preparation for the rough-in inspection. That was held on January 14, 2016, and everything was in good order and an inspection report was issued to us. We have completed all of the plumbing work except the final connection to faucets when the cabinets are installed. The shower enclosure and bathtub are installed. Likewise the electrical work is read for drywall. RMC finished installation of the heating system except for the propane gas hook-up. NWP will be on site on January 26 to scope out the gas lines and tank. Allison's hardware is scheduled to install gutters on the back of the house on February 1. We anticipate Northern Neck Building Supply to begin insulation work this week. That will just be the walls so that drywall work can begin. Our work effort in the days ahead will include replacing the oven cable and putting down luan floor underlayment. At this juncture, there is not much for the family to do in terms of sweat equity. The total hours to date is 115.

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