

MINUTES

HABITAT FOR HUMANITY, VENTURA COUNTY, INC. BOARD OF DIRECTORS

Regular Meeting
Monday, September 17, 2018

CALL TO ORDER – The Regular Meeting of the Habitat for Humanity, Ventura County, Inc. (HFH/VC) Board of Directors was called to order by Board Chair Scott Squires, Monday, September 17, 2018, at 6:00PM, in the conference room of HfHVC offices, 1850 Eastmen Ave., Oxnard, CA 93030.

PRESENT – Board Members – Chair Scott Squires, Vice Chair Karen Boublis, Treasurer Patrick Manning, Mike Adair, Jim McHugh, Linda Northrup, Elissa Davalos, Nancy Stehle, David Harrington. Others - Staff – CEO Darcy Taylor, Secretary Frank Blum, Dir. Marketing and Communications Rachel McIver, Director Resource Development Jill Shaffer, New Construction Manager Chris Grasso, Habitat Home Repair Manager Andy Shoemaker, Finance Manager Gerry Sta.Ana, Program Specialist Rosalyn Leach. Guests - Katherine Basamanowicz, Celine Diaz, Cesar Guiza, Guadalupe Monreal, Jackie Pearce.

ELECTION OF NEW BOARD MEMBERS: Following introductions and comments it was moved by Scott Squires, seconded, and unanimously approved that Katherine Basamanowicz (Elementary School Teacher), Celine Diaz (Habitat Young Professionals), Cesar Guiza (Habitat Homeowner), Guadalupe Monreal (Habitat Homeowner), Jackie Pearce (Executive Director, Westside Community Development Corporation) become members of the Board of Directors.

HFHVC STAFF PRESENTATIONS – Each staff member in attendance made a brief presentation for their respective areas of responsibility.

CEO REPORT – Darcy Taylor presented an overview of staffing, new build site opportunities, Habitat ReStores, new revenue opportunities, and community meetings in his first 60 days.

FAMILY SELECTION - CAMARILLO: Following discussion it was moved by Karen Boublis, seconded, and unanimously approved to select the two families recommended as homeowners for the Camarillo homes.

ANNOUNCEMENTS – David Harrington announced that he is resigning from the HFHVC Board due personal and work demands.

HFHVC SICK LEAVE POLICY – Following discussion it was moved by Karen Boublis, seconded, and unanimously approved to adopt the revised sick leave policy as presented.

HFHVC VACATION POLICY – Following discussion it was moved by Karen Boublis, seconded, and unanimously approved to adopt the revised vacation policy as presented.

CHECK SIGNATURE PROCESS – Following discussion it was moved by Scott Squires, seconded, and unanimously approved to adopt the amended process for signing checks over \$5,000 as presented.

ADJOURNMENT –

There being no further business, the meeting was adjourned by Scott Squires at 7:57pm

Frank Blum, Secretary

To be approved by HFH/VC Board of Directors at the November 19th Board meeting.

9/18/2018