

HOUSATONIC HABITAT FOR HUMANITY, INC.

SPECIAL MEETING OF APRIL 15, 1992

Ballot for Election of Directors

For a Term Ending in February, 1995:

\_\_\_\_\_ Walter Chesley  
\_\_\_\_\_ Samuel E. Deibler, Jr.  
\_\_\_\_\_ Nancy Gossling  
\_\_\_\_\_ Timothy B. Hackman  
\_\_\_\_\_ Mark A. Horton  
\_\_\_\_\_ John R. Patrick  
\_\_\_\_\_ Louis H. Price  
\_\_\_\_\_ Oakley Weyant

For a Term Ending in February, 1994

\_\_\_\_\_ Maria-Cinta Lowe

For a One Year Term Ending in April, 1993

\_\_\_\_\_ Ann Muenzer-Beams  
\_\_\_\_\_ Charles C. Tomlinson



# Housatonic Habitat for Humanity

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## Board of Directors Meeting April 8, 1992 Agenda

### *Opening devotion*

Mark Horton

Agenda and calendar discussion

John Patrick

Matters requiring board action

Tim Hackman

New director orientation motion

Minutes from February meeting

Walter Chesley

Financial report

Charlie Tomlinson

Pancake breakfast results

Christmas in April status

Church covenant program

HHFH office space

### ***Committee reports & application status***

Family selection and family partnership

Nancy Gossling

Site selection

Sam Deibler

Building

Lou Price

### ***Path to Affiliation***

All

Application status

Policy decisions

Board and committee representation



# Housatonic Habitat for Humanity

## Board of Directors Meeting April 8, 1992 Notes and things to do

✓	Date	Who/where	Action

### Board Members present

- Ann Beams
- Samuel E. Deibler, Jr.
- Nancy Gossling
- Timothy B. Hackman
- Mark A. Horton
- John R. Patrick
- Louis H. Price
- Walter T. Stegler
- Charlie C. Tomlinson
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### Key 1992 Dates Coming Up: Mark Your Calendars

Day	Date	Time	Activity	Location
Wednesday	April 8	7:30 PM	Monthly Board Meeting	Not set yet
Wednesday	April 15	7:30 PM	Monthly General Meeting	Not set yet
Wednesday	April 22	7:30 PM	Affiliation review: Brenda	Not set yet
Saturday	April 25	???	Christmas in April	???
Sunday	September 20	Morning	Intl. Day of Prayer & Action	Covenant Churches

# ***Housatonic Habitat for Humanity***

## **Committees and responsibilities**

### Family selection

- Selection criteria
- Queue of potential families
- Monitoring of sweat equity

### Family partnership<sup>1</sup>

- Nurturing
- Problem resolution

### Site selection

- Local government relations
- Queue of potential properties

### Building

- Design and construction policies
- Supervision of construction

### Volunteer coordination<sup>2</sup>

- Weekend work crews
- Work camp group coordination

### Fund raising

- Ministry to the affluent
- Corporate programs
- Special events
- In-kind donations

### Legal/Insurance

- Limit liability of HHFH

## Community relations

- Covenant Church program
- Schools and colleges
- Churches
- Civic groups

## Publicity<sup>3</sup>

- News releases
- Newsletters

## Finance

- Budget planning
- Audit and controls

## Nominating

- Recommend new members
- Provide for orientation, training, and assessment

- 1 Initially to be a part of the family selection committee
- 2 Initially to be a part of the building committee
- 3 Initially to be a part of the community relations committee

HOUSATONIC HABITAT FOR HUMANITY, INC.

Minutes of the Special Meeting of  
Members held on April 15, 1992

Attendees: Directors: Tim Hackman, Mark Horton, Lou Price. In addition eight HHFH Members attended. A further Member attended by proxy.

Upon notice duly given pursuant to C.G.S. section 33-463, at Special Meeting of the Members of HHFH was held at the First Congregational Church of Bethel at 7:30 PM on Wednesday, April 15, 1992.

In the absence of the President, the Secretary presided.

Mark opened the meeting with an Easter devotional.

Tim welcomed the attendees and gave a brief HHFH status report, including the recently submitted affiliate application and Brenda Mleziva's planned visit on April 22nd, site selection status, financial status, and a list of the Committee heads.

The business section of the meeting then ensued.

A motion was made and seconded to amend the Articles of Incorporation as shown in item I of Exhibit 1 of these minutes. Tim then explained that Habitat NE had recommended that HHFH not be a membership corporation, in order to reduce any potential liability which may arise to a member, and to save on postage for annual and special meetings. Tim explained that the proposed amendment had already been approved by the Board of Directors, but that a two-thirds vote of the members present was also needed to adopt the amendment. There being no other discussion, the question was called and the motion adopted unanimously.

A motion was made and duly seconded to amend the Articles of Incorporation as shown in item II of Exhibit 1 to these minutes. Tim explained that making the Board of Directors self-perpetuating was a necessary corollary to the Corporation becoming a non-member Corporation. Self-perpetuating means that the Directors will elect their own successors. Tim stated that the Board of Directors had already approved this amendment, but that a two-thirds vote of the members present was also needed to adopt the amendment.

There being no further discussion, the question was called and the motion was passed unanimously.

Tim read through the list of people proposed for election or re-election as Directors (see Exhibit 2), including a short description of each. He then called for nominations from the floor. There being none, a motion was made and seconded to elect the Directors proposed. An amendment was offered and seconded that the Secretary be directed to cast a single ballot in favor of the Directors proposed. Both the amendment and the main motion carried unanimously. The ballot cast by the Secretary is shown in Exhibit 3 to these minutes.

Following a brief discussion of additional general items, the meeting was adjourned.

Respectfully submitted,



Timothy B. Hackman  
Secretary

HOUSATONIC HABITAT FOR HUMANITY, INC.

SPECIAL MEETING OF APRIL 15, 1992

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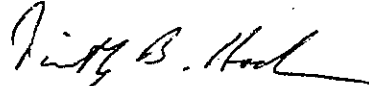
For a Term Ending in February, 1994

- Maria-Cinta Lowe

For a One Year Term Ending in April, 1993

- Ann Muenzer-Beams
- Charles C. Tomlinson

This ballot having been cast at the direction of the Membership this 15th day of April, 1992.

  
 Timothy B. Hackman  
 Secretary



PROPOSED AMENDMENTS  
TO THE  
CERTIFICATE OF INCORPORATION  
OF  
HOUSATONIC HABITAT FOR HUMANITY, INC.

I. Attachment B of the Certificate of Incorporation of this Corporation is proposed to be amended to read as follows:

"Certificate of Incorporation  
of  
Housatonic Habitat for Humanity, Inc.

ATTACHMENT B

Membership

The Corporation shall have no members."

II. B. Attachment C of the Certificate of Incorporation of this Corporation is proposed to be amended by adding at the end a new paragraph F as follows:

"F. The Board of Directors shall be self-perpetuating. The By-Laws shall provide the manner of election of Directors."

HOUSATONIC HABITAT FOR HUMANITY, INC.

SPECIAL MEETING OF APRIL 15, 1992

Proposed Directors

For a Term Ending in February, 1995:

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