

# HOST House Board Agenda

## Meeting #2

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**Date:** 9 February 2021

**Present:** Norma Plaughter, Martin Salmon, Paula Obledo, Grace McCord, John McCord, Mary Miranda, Rebekah Miranda

**Absent:** Saramaria Rangel

**Meeting Start:** ~5:30

**Meeting End:** ~6:30

1. Opening Prayer
2. Welcome Guests
  - a. Gracie and Natalie
3. Approval of January Minutes
  - a. Motion of Approval: Martin
  - b. Second: Mary
4. Motion to Vote John McCord In As Member
  - a. Approved by everyone
5. Insurance Update (Due 2/17/2021) - Paula
  - a. Monthly installment as payment plan instead of paying in full
    - i. But interest will be applied
    - ii. Approved by all of board
6. IRS & Welfare Tax Exemption Update
  - a. Wrote a letter to IRS clarifying Form 941 and the employee situation, just waiting on a response from them
  - b. Filed IRS 990-N e-postcard and is currently pending. Last filed in 2014
    - i. If accepted, then we are in good standing and can accept donations
  - c. Tax exempt welfare update-- waiting for OCC (organizational clearance certificate) and will need this number to process tax welfare exemption
    - i. Application received in October but just processing now because of pandemic; will take several weeks to process
    - ii. HOST owes about \$8000 in taxes and if approved, all will be waived
7. Cambridge - EFSP Phase 38 Grant; 10k receipts??
  - a. Mary spoke with Executive Director of Cambridge about getting our utilities paid for next billing cycle, which starts July 2021 till June 2022
    - i. Approx. cost of utilities a year = \$10k-\$12k
  - b. We still need to find the missing \$10,000 given to Cambridge for kitchen renovation
    - i. Find the receipts and see where it went

## 8. Financial Reports

- a. Shared 2020 Financial Report
  - i. Edit insurance (\$7,007 error)
  - ii. CORRECTION: not an error
    1. Motion for approval: Norma
    2. Second: Grace
- b. Need income
  - i. Invest extra money for future use

## 9. Host Office

- a. Host House has a small back room (kitchen) used by Cambridge that we can use as an office as well as store documents, etc.
- b. Ask for donations of printer, office desk and chair

## 10. Other

- a. Paula asked City of Patterson for a reduction on water bill, but denied
- b. Comcast
  - i. Mary spoke with Comcast and they were nice enough to give us a discount (\$260 → \$200) and also renewed our contract for 2 years
  - ii. Will need to ask Cambridge to pay for Comcast since it's also considered a utility
- c. Asking John to update website
  - i. Additionally, fix up all websites, facebook pages, etc. so that all our information is accessible, correct, matching on all platforms.
  - ii. Also set up GoFundMe

## 11. Settle Issues Regarding Former Secretary

- a. She got a new job in Turlock making it difficult to participate now
- b. Motion for Rebekah to be secretary and board member
  - i. Approved by all of board

## 12. Next Meeting

- a. March 9

## 13. Closing Prayer