

Location: St. Thomas Episcopal Church, 12251 Antioch Road, OP

Attendees: Greg Wayne, Bill Gintzel, Tim Ochs, Kevin Tews and Dave Gordon

First item on the agenda was to approve the November 2002 Minutes. Read and approved by all attendees.

Client & Project Status - Current Status & Upcoming

- Leona Fladung: Shower and base will work out well. Several work times have been established to get ahead prior to the next scheduled work day (2/22). Dave ordered a new railing for the front steps, to be funded by ESS.
- Josette Bertrand: Needs garage door panel replaced. We either will purchase the bottom panel or the entire door. Looking to do work in March or April.
- Richard Stevens: Looked over situation, tight bath room area. We are a little reluctant to attempt making adjustments. Need to find a professional to complete (or at least do the major work).
- Geraldine Reid: Needs tub to shower conversion.
- Pat Blake, Overland Park: House needs painting; it's a small house and will require prep and paint. Good project for a youth group and/or men's group.
- Jackie Woolard, Olathe: Traction tread for ramp is needed. Should be a simple job – straight ramp, approximately 24 feet long.

The board agreed to limit initial FaithBUILDER assistance for each client to critical projects for two or three months. Other work that a client might request will be kept in reserve for special project groups, such as painting CD's house.

Financials

- Accounts – Approximately \$2,100 plus in checking account; \$80 owed to Home Depot. 2003 approved at \$17,000 and \$21,000 for 2004. Recognition expenses will be budgeted at \$200.
- Church contributions - Propose "Contribution Request" statement. Greg will send a contribution request to each church (via Accounts Payable). The minimum amount is \$500, to be paid either quarterly, semi-annually and annually. Several churches may cut their budget commitment for 2003 due to other financial priorities. While financial support is needed, the board agreed that we would rather have volunteers for now to help with the various projects. The board agreed to defer any action on participating churches that do not make a contribution.
- Grant Status - UTO (attached), St. Michael's Foundation (pending)- Susan w/ESS need to have staff in order to grow the organization. Submit another \$5,000, and Helping Hand. Bill will provide a contact of someone who "writes grants".

Corporate Business

- Elections: Re-affirmed Bill Gintzel & Kevin Tews, Motion made to extend their term for another three (3) years. Motion passed.

Officer elections - President, Treasurer and Secretary. Motion made and approved for Greg Wayne and Dave Gordon to serve another year as President and Secretary. Bill will do Treasure if absolutely necessary. Greg will do it for now, until we hear back from Ron Rains regarding the duration of his military mobilization.

- 2002 Annual Report – Reviewed draft e-mailed 19.Jan. Discussed how to include partners such as Overhead Door. Approved and missing content will be added. The report will be posted on the Internet. The report will also be printed for distribution.
- Operations Plan (2003) – Review updated version e-mailed 28.Jan. Board discussed the information and input as to the content. Plan was approved and the 2003 goals listed below will be included.
- 2003 Goals – The board decided on the following goals for the year:
 - Add three new churches for this year.
 - Pursue at least one corporate sponsor. We could be a project broker with skilled individuals and direct supervision.
 - Increase volunteer project time to 1,000 hours. Establish two projects that would concentrate a group of youth or a men’s group such as Pat Blake’s house.
 - Add 10 active volunteers to base.
 - Participate in two board development activities.
- 2003/2004 Budget – Increased due to potential grants (see operational plan)
- New FaithBUILDER address is c/o Holy Cross Church, 7851 W. 119th Street, Overland Park, KS 66213.

Community Partnerships/Relations

- Episcopal Social Services: On the 9th of January Dave and Greg attended a Partnership Development Meeting with ESS to discuss ways to expand our organization. ESS suggested that we look for someone to handle the base load of our work and that we improve our knowledge of “Board” functions, etc. ESS provided a brochure for a KC based group; Greg will contact them regarding costs and availability of sessions.
- An ESS recognition reception is scheduled for the 23rd of February and is opened to all the volunteers that have participated this past year.
- Volunteer Center of Johnson County – No recent developments.
- Christian Community Foundation – No recent developments.
- Others (MLM, Catholic Charities, etc.) opportunities available for someone to pursue.

Church/Volunteer Recruiting

- Working on recruiting Stanley Presbyterian and Overland Park Christian Church (on 75th St). Both seem interested.
- Sent out letters to the Blue Valley area churches but follow up calls are needed.

Staffing

- The board agreed to pursue a part-time Project Coordinator when funding looks available.
- Other positions such as the volunteer coordinator are available for capable individuals.

Other

- T-Shirt (design, quantity, etc.) Tim reported his source is ready to provide t-shirts but needs a logo. 100 T-shirts will be donated; others can be purchased at a minimal cost. The board agreed to target Spring to have t-shirts ready; it was suggested that we give them to increase the visibility (promotional marketing) of our organization.
- Web-based Database Proposal from M. Henderson: Last year, JADAC quoted a price of \$3,500. Marv Henderson of Holy Cross also quoted \$3,500 for a similar SQL database. This database would increase accessibility to data by all, i.e. permit operation as a virtual office. It was decided that there was no funds available from the operating budget, without an awarded grant. Defer development until grant monies are available. Tabled until the May meeting.
- Next board meeting should be at Advent Lutheran (to be confirmed).

Meeting adjourned at 9:12 PM.