

Auto Care Haven Minutes: January 7, 2018

- Call to Order at 4:15
- Roll Call: In attendance: Manuel, Scot, John, Sam, Jesse, Nancy Absent: Curtis, Christine
- Approval of November 12, 2016 Minutes: Aye: 5, Nay: 0
- Approval of Agenda: Aye: 5, Nay: 0
- **New Business:**
 - Appointment of Officers:**
 - Treasurer: Scot: Aye: 5, Nay: 0
 - Secretary: Nancy: Aye: 5, Nay: 0

The Application: The Application form currently on the Website was considered and it was decided that it would work but that the car's VIN # and Registration information needed to be added. It was also decided that we needed to provide an application form in Spanish. All forms will go to the Auto Care Haven gmail address and when an application is received, the applicant will be interviewed by Scot and one other Board member, then the full board would have a conference call to decide on the application. It was moved and seconded to approve the Application as amended and the Motion passed unanimously.

The Technician's Network: Discussion was tabled until the next meeting on Scot's request.

Reports:

Non-Profit Application:

Manuel advised that the Facebook Page had already raised \$70 and that the 501(c)3 application had been submitted to the IRS and that we should receive an answer in 2-4 weeks. We currently have an EIN # and State approval of the non-profit corporation. When we receive IRS approval we can begin to fundraise, apply to the State Comptroller for tax-exempt status and open a bank account. Scot moved that we require two signatures on the checks: the Treasurer and one other Board member. The motion was seconded and passed unanimously.

Marketing:

Manuel advised that the Website is now on Facebook. Jesse suggested that we reach out to Social Workers and Case Managers to help us spread the word. It was also suggested we try to find a Marketing agency that would donate services and that we notify the Spanish speaking media. Fundraising options were discussed with two possibilities being a 1K walk and becoming associated with an established car show. It was agreed to put Fundraising plans on next Meetings' Agenda.

Member Comments/Announcements:

John advised we needed a brochure with a Mission statement on it for fundraising and getting our message out.

Sam advised that he is looking into getting Tier 3 status from Auto Zone which would allow us to purchase parts tax free at a substantial discount and pay for them monthly.

We discussed our need to research banks. Manuel advised us that the Inwood Bank seemed to have the best deal. He will look into this further. Jesse also advised that Texas Capital Bank had done a good job for a non-profit he worked with.

Manuel advised that a lady wants to donate a 2002 Cadillac for parts and a general discussion followed of how this would work. He will follow up and report at the next meeting.

We also discussed the need to find more Board members, possibly a marketing person.

Next Meeting: February 11, 2018 at 4 pm, Location TBA

Adjourned at 4:15 pm.