

Habitat for Humanity of Mesa County
Board of Directors
Meeting Minutes 10/8/2015

Location: HFH ReStore Conference Room

Board Members Present: Bruce Phillips, Linda Kochevar, Justin Menge, Scott Sorenson, Kevin Chesney, Doug Sorter, Kevin Chesney, Darrell Kitzman

Absent with proxy: Pam Francil, proxy Kevin Chesney. Absent without proxy, Jill Crone and Peter Icenogle

The following members of management/staff were present: Janet Brink, Patty Kelly

Bruce Phillips called the meeting to order at 7:05 a.m. Justin Menge offered the opening prayer.

Board Minutes - Bruce asked if all had reviewed the minutes from last month's meeting. No changes being made minutes were approved as written.

Financials - Linda reported no financial concerns exist as of this date; balance sheet is in good shape. Our insurance billing has come in and will be spread out over and 8 month period; worker's compensation; building insurance; vehicles. Our annual audit bill has come in and will be made in two payments. The ReStore revenue is down by \$15K. The major cause might be that school started earlier this year and people's purchasing power and energy was expended by back-to-school.

Darrel made a motion to accept the Financials, Scott seconded the motion, motion carried.

Benchmarks – Linda stated that contributions have declined by \$20K. Janet stated that funds are being leveraged.

Linda brought up some housekeeping issues. The funds for the pole barn in the amount of \$25K need to be approved. Bruce led a discussion around the issue. Linda motioned to approve and Darrell seconded the motion. Motion approved.

Second issue was a move to renew the ACH agreement with Alpine Bank. Justin explained that this was standard operating procedure for a bank to renew this yearly. The ACH is for business transactions such as payroll. All Board Officers have to sign this document. Linda will take it to the bank. Linda moved to approve the acceptance of the renewal and Darrell seconded the motion. Motion carried.

Delinquencies – Bruce stated that we sold some of our loans to CHAFA in the past and that if the homeowner defaulted CHAFA came after us for payment. The problem with this was that we were not kept informed of default status until it was too late and foreclosure was eminent. Communication has improved and we will be meeting with Pam Sasser to seek a cure for this. Janet will look into whether the loans are discounted or not.

Discussion arose around reporting to the credit bureau and the pros and cons involved with that. Bruce was adamant about us being advocates for our families. He suggests that we revisit the subject at another time.

Currently there is no default provision as HFHI prohibits this. We have a late payment fee of \$15.00/mo. This does not phase the current delinquent homeowners. We need to continually educate our homeowners about the need to

keep a mortgage current. Supporting our homeowners is an important part of our mission. The \$15.00/mo. fee is divided equally between us and the homeowner at \$7.50/mo. each. This amounts to approximately \$555.00/mo.

Chamber Business Barometer – Janet reported that county wide building permits are down. The dollar value of a permit has risen and right now it is the upper end homes that are being permitted. These are primarily people coming in from out-of-town.

Homeownership is IMPORTANT – Janet spoke about the informative enclosure in the Board packet; a sheet explaining the benefits of homeownership to the community and legislature.

Committee Reports:

Executive Committee – Bruce stated that the Executive Committee met yesterday (October 7) and approved the agenda.

Construction - Scott reported that 390 Wedgewood, the two story home, has the siding on the first floor and they are working on the second floor. There is a Chevron Build on that property on Friday. 388 Wedgewood is about to get trusses installed. 386, which is the last lot in that filing, has its foundation poured. We now have three homes in various stages of construction. Brian will draw up a plan for the pole barn and acquire a permit. We are hopeful that

Home Depot and Boise Cascade will donate some materials to us for this project. The landscaping is an ongoing problem for the home owners and causes a financial issue for us and funds are being held and cannot be released until landscaping projects are finished. Another educational opportunity arises for us. We have a gentleman interested in helping us with our landscaping; Janet is pursuing this. We are getting bids for the upkeep of the landscaping on D Road and the retention pond. The company that maintains the ReStore property is one of the applicants. The sprinkler system will be winterized soon. We need to recruit more Core Volunteers to the Construction side of our business. We need people we can depend on week-to-week. Brian is not going to be at the Board Build. We are contacting local contractors to see if we can get some assistance from them on our builds. They need to be licensed and bonded.

Family Selection Committee - Justin presented a new family to us for approval. A young mother with a six year old daughter; employed at Enstrom's; lives in Linden Pointe currently with a rent of \$720.00, with a subsidy voucher of \$493.00. This puts her in the 29% range. She gives us one concern and that is an outstanding medical collection bill. The Site Visit has been conducted. She fits all of our criteria and is seemingly a good candidate. Motion for approval by Justin; seconded by Alice. Motion carried. We now have six families in the program. Curtis remains a problem with his pending divorce. Linda asked if we could see if he actually filed for one. Bruce said he could assist with getting that information.

Fiat Committee - No report.

Family Support Committee – Alice posed a question about whether or not they have a quorum at their meetings; who is on the committee. Bruce said they can still meet and discuss but postpone approval until quorum is met. S B has 599.55 sweat equity hours in. Q is working with Justin as his family support member and seems to be doing much better; total hours 140. New member B H is assigned to Pam as family support member. B H too new to have any hours yet. S B was featured as Colorado Gives Day Family. She is requesting a lay out of her home. C continues with his divorce decree due to wage and custody issues according to him.

The St. Mary's Build was great. We have Chevron and the Board Build finishing out the year.

ReStore Advisory Committee - Alice stated that we have a part-time driver position open at the store. Sales are down for September. The Safety Manual is complete. Safety videos are being shown to staff and volunteers. We are in need of metal shelving for storage. We are hoping to get some ladders from Home Depot. The World Habitat Day went very well and we made \$1,700.00 on the sale of the door. Anniversary sale is coming up. We will be giving out 12% discounts leading up to the sale. Our donations are down. We are getting a big acquisition from The Marriott. We received 7 pallets of tile that could be used for the ReStore project and out on the construction site.

Marketing Committee – Janet gave the report in Jill’s stead. We received great press for World Habitat Day. Chick Filet is hosting a Chick-Filet-a Spirit Night in November. We receive a portion of the sales for that night. We spent \$1,500.00 on commercials for T V, split in two ways. Included in the price is a re-edit of the footage after the Anniversary Sale. We are looking at a partnership with Goodwill; they don’t sell furniture and we could sell it in our ReStore. Bruce cautioned against “left-overs.”

Volunteer Advisory Committee – Darrell stated that Maranda has prepared an exit survey for exiting volunteers. She is creating a list of activities that the volunteers can choose from so that they can stay busy on their own without direct supervision. We obtained four new core volunteers for the store and one for the construction site. Collbran Job Corp is now helping us out. They have construction crews as well as crews for the store. The Career Center is another group added to our list. They build sheds and deliver them. We will reach out to them to make this happen. We have another plastic bottle recycle bin going. We need Board volunteers for our Anniversary Sale. The Oxy build was great.

Department Reports – Janet asked Patty to report on our Cost Containment Program. Patty stated she had a call from the Cost Containment Board yesterday. The man that spoke with her was very positive and it looks like we will retain our 5% discount. We should know for sure by the end of the month. October is a busy month. The event schedule is very full.

Bruce asked if there was any other business. Hearing none he called for a motion to adjourn. Justin moved, Scott seconded; motion carried. Meeting adjourned at 8:40 AM.

Respectfully submitted,

Patty Kelly