

Habitat for Humanity of Mesa County
Board of Directors
Meeting Minutes 4.14.16

Location: HFH ReStore

Board Members Present: Bruce Phillips, Linda Kochevar, Scott Sorenson, Kevin Chesney, Doug Sorter, Pam Francil, Peter Icenogle, Jill Crone, Alice Young. Justin Menge absent, proxy was Kevin Chesney. The following members of management/staff were present: Janet Brink, Patty Kelly

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

Bruce introduced our guest, Vicki Shaw who is interested in serving on the board. She is employed by MCHD as an educator in health, wellness and safety for children, particularly at risk families.

Board Minutes - Bruce asked if everyone had reviewed the minutes from last month's meeting and if there were any additions or corrections. Having heard no changes, the Board approved the minutes as submitted.

Financials - Linda Kochevar reports that per our current balance sheet our cash on hand is sufficient; we just finished with the second of our three payroll months for the year and there were final construction costs added to our expenditures. Our tenant paid the back rent that was owed and we are awaiting a check for their annual taxes. Statement of Activities reflects a decrease of \$60K, part of which was vehicle expenses that are of course unforeseeable. Our water bill decreased from \$535.00/mo. to \$75/mo. after the four leaking toilets in the tenant's space were repaired. We will pursue the idea of installing water and electric meters at this site to monitor usage and address excess usage. Their lease is coming up for renewal and we will add verbiage to the lease that states they pay electric and water. Income Statement shows we average \$101K in revenue at the ReStore. Total contributions were met at \$35K. No issues are seen and Linda is not worried about the financial state of HFHMC. She states that expenses are being proficiently controlled. Linda sees no issues with the Financials.

Benchmarks – Linda states that the ReStore sales are covering the expenses. ReStore revenue is benchmarked for \$100K/mo., current month reflection is \$94K. Retail business county wide is down right now. ReStore expense/income ratio is holding strong. Our quarterly numbers are adequate. We will be working on the annual budget at the annual board meeting. Financials were accepted.

Delinquencies – Janet reported that R G's loan is always an issue. KKK has paid her March payment and now owes for April. JD is expected to be on track. We are transferring all of our loans from ESI to Diamond Escrow and the transition is flowing smoothly. We have 38 loans, three of which are delinquent.

Committee Reports, Department Reports –

Executive Committee – Bruce states that the executive team met and reports that we have an issue with one of our homeowners; this has been turned over to legal counsel. Legal counsel will be present at our May Board meeting and a discussion of the homeowner issue will be held at that time.

Nominating Committee: Bruce stated that the Nominating Committee met. One potential new Board Member was present at our meeting today. The applicant was presented with our application packet. We have another candidate lined up for consideration; both candidates will be reviewed at the May or June Board Meeting.

Construction - Scott Sorenson reports that 388 Wedgewood is scheduled to close in June. QR's house at 386 Wedgewood is ready for the foundation pour. The inspection has occurred; it will be ready for Women's Build. The pole barn is coming along rapidly and costs have come in under \$10K. Lot pricing has changed and is set at \$33K and \$35K, depending on the location of the lot in the subdivision. The lots are wider, which opens up options for floor plans and gives room for a bigger back yard. The square footage of the home remains the same. We have landscaping to clean up on D Road and a patch at the Arna home. We pay \$10.00 to the State yearly for the Camelot HOA, we do not have ownership in that subdivision. We own the vacant lots at Hoffman. The street maintenance will be turned over to the City in July. The subdivision resides in the Persigo Wastewater District and Clifton Water District.

Family Selection Committee – No meeting held.

Fiat Committee - Kevin states that the annual bake sale held at Alpine bank netted \$430.00. Susan Keddy and Jody Green have agreed to be ambassadors for the upcoming builds. The committee will become more involved in the home dedications in the future.

Family Support Committee – Alice stated that the Sweat Equity reports are in the Board Book for all to review. The Positive Behavior Attitude Policy will become part of the requirements for all new families in our program going forward. Required hours after 300 will go from 32 per month to 24. BH and LQ are amazing and have enough hours to assign sites. GB had surgery last month but the family met their required hours. Currently no data available on QR. A new family has been accepted into the program. A sign up list for attendance at the Women's Build was passed around for the Board Members to sign up for this event.

ReStore Advisory Committee – Alice states that all the new members of the committee, with the exception of one met and came up with a new pricing system for the ReStore. It is a tag that can be changed to reflect new pricing without taking the tag off and retagging. They discussed hanging a testimonial story board up in the ReStore to educate the public on what we do as an organization. There was discussion about running classified ads in the Yard Sale section of the newspaper and Craig's list. Also up for discussion was Super Coupons and fliers. We will approach CMU to find out when to park our truck on campus for exiting students to donate their furniture and household items to us. Contact will be made with Construction Associations to work with builders who can assist us in our efforts to build homes. The committee is going to help merchandise the store. An indoor yard sale was held on Saturday and we garnered \$6,200.00 for the day. We were at \$3,000.00/day all week long!

Marketing Committee – Jill Crone reported for Doug Sorter. We are really pushing Women's Build. We fixed our website ourselves and it is up and running as it should. Alpine Bank is sponsoring Home Run for Habitat this year. Alpine employees are volunteering in the ReStore on April 14th in honor of National Volunteer week. We gave away our first 25th Anniversary gift certificate. We will be out at Handy Chapel for a couple of hours on Share Fest Day cleaning up their yard.

Volunteer Advisory Committee – Report in Board Books, Tab 5.

Department Reports – Bruce reported that the Volunteer Appreciation Night was a great success and Maranda did an outstanding job of organizing it. The Committee Volunteer of the Year volunteered on multiple committees; Family Support; Executive Committee; Nominating Committee; Treasurer and bake sales. The recipient was Linda Kochevar. As she was not able to attend the awards banquet, she was awarded the Golden Hammer at the Board Meeting.

Other business: A part-time Office Admin was hired to work Monday, Tuesday and ½ day on Wednesday. Lee Ann was moved to Wednesday through Saturday; this facilitates overlap job sharing. We are hiring a part time truck driver and still have a part time Sales Associate position open. The volunteer sign up area was moved behind the counter area to better serve the volunteers. We have a busy upcoming event schedule. Bruce, Linda, Alice and Pam are attending Camp Colorado this year. The G J Rockies are going to make an appearance at the ReStore on June 17th for the Home Run Event. Cracker Jacks and movie tickets were presented to the Board Members as their gift for Volunteer Appreciation week.

Bruce asked if there was any other business. Having heard none he asked for a motion to adjourn. Kevin moved, Alice seconded; motion carried. Meeting adjourned at 8:00 AM.

Respectfully submitted,

Patty Kelly