

Habitat for Humanity of Mesa County
Board of Directors
Meeting Minutes 6.9.16

Location: HFH ReStore

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

Bruce Phillips called the meeting to order at 7:00 a.m. Bruce offered the opening prayer.

Bruce introduced our guest, Vicki Shaw. Vicki will become an official Board Member on July 1, 2016.

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 corrections, the Board approved the minutes as submitted.

Benchmarks - Linda Kochevar states that the ReStore operating fund balance will remain at \$300K with any excess being transferred to the program fund account. She suggest that we rethink the benchmarks for the ReStore going into the future. The one worker's comp claim we had increased our work comp rate for the next three years. If we have no substantial claims within that period of time we should see a reduction in premium rate. Seminar and training figures are down by 57%. Over all Benchmarks are acceptable.

Financials - Linda Kochevar states that Press One still owes for the last half of their taxes, plus June's rent. Kevin interjected at this point to say perhaps we should look at the terminology we are using for Benchmarks. Should it be the "Goal" or a "Warning?" What is the purpose of benchmarking? The financial sheet should be annotated to explain what the purpose of the benchmarks. Grant fees are always fluctuating. Linda thinks financials look fine. A motion was made by Justin to accept the financials, seconded by Alice. Financials were accepted by the Board.

Delinquencies – Janet reported that there are no delinquencies. Bruce owes her lunch!

New Board Member – A potential board member's application, Laura Cartwright, was introduced for board consideration. Janet explained Laura's background and capabilities. Kevin made a motion to accept Laura as a board member and Linda seconded the motion. Motion carried. That makes a 12 member board. Bruce will contact Laura and apprise her of our decision.

Committee Reports, Department Reports –

Executive Committee – Bruce states this committee has been busy this past month. He asked Alice to report on ideas that were garnered at Camp Colorado. Alice attended a session on ReStores that held roundtable discussions on what works for some stores. It was an interactive session and was quite informative. Montrose won ReStore of the year. We hope to be in the running for that award in 2018. The International Convention will be in 2017. Bruce attended legal sessions. He shared that some affiliates do "batch" approvals of homeowner's; open and closed periods for application. The best of the batch are picked for the program. He learned that we need to obtain an independent third party verification of income and transcripts from the IRS at the initial application and again prior to closing for all of our homeowners who enter the program. IRS is a third party; employer is a third party. The board needs to ratify the change in procedure. Tax returns must match the IRS transcript. A vote was taken to ratify this and carried at 100%. Our tenant's lease is up on August 31, 2016. The tenant produced a letter stating that they were not going to renew. Janet has been trying to get them to pay the last ½ of their taxes and the June rent. Do we continue as is or do we move to terminate the lease with a 3 day notice? The tenant suggested a month to month basis. Justin suggested that we see where we are with the tenant in 30 days and then proceed. The lease automatically reverts to month-to-month at the end but, the rate goes up. We should obtain a financial statement from the tenant before we decide to renew with them if they decide to continue to lease from us.

Construction - Scott Sorenson reports that 388 Wedgewood is still scheduled to close June 17th with dedication on the 18th. The appraisal came in at \$179,000.00; final costs are at \$172,000.00; giving \$7K in equity. Costs were up on this house because of ADA compliance. 386 Wedgewood progress has been slowed due to the push to complete 388. During the Linn Energy Build, the outside sheeting was completed on 386. New lot costs in Phase II are \$33K, up from \$27K. Brian is fine tuning costs with a budget for each

home. The Board Build is July 15th at 7 AM. 3 People showed up from Boise Cascade for their build; they worked on the Pole Barn. Miffie is diligently working on grants for lot costs to control the amount of the land cost allocated to Phase II, III and IV. Some costs have been absorbed already in the infrastructure. Our warranty expires on July 17th, 2016. The City should issue a \$90K refund.

Family Selection Committee – No meeting held.

Fiat Committee- Kevin states that Burrow's dedication will be held on June 18th, 2016 at 10:30 AM. We are having a "door" raffle again this year. One of Alpine Banks employees is going to paint a door for us. This is in conjunction with World Habitat Day. FIAT will not meet in July.

Family Support Committee – Alice stated that the Sweat Equity reports are in the Board Book for all to review; 3 in the program completed the 32 minimum requirement. (LQ) has been site assigned. (BH) will be assigned to her site mid to late July. The (W) family did withdraw from the program.

ReStore Advisory Committee – Alice states the committee will give us an update in July. Sales and donations are down; the committee is working on pricing issues. Only two people on the committee showed up for this month's meeting. Amy Carlton withdrew due to work constraints. We are searching for other members. We have some applications for a 2nd truck driver. We hired a part time office person through QuickTemps. The store has been having yard sales and other special promotions to move inventory. Kirk Granum is supposed to help stage the store to enhance sales. The Memorial Day sale was successful. There will be no ReStore Advisory meeting in July.

Marketing Committee – Jill states that our website continues to be problematic. We are to purchase analytical clicks to move us to the top of the search engines. Our 30% off sale worked well. Our June concert tickets are now on sale. Signs for the concert are up by Sprouts and at Alpine ATM machines. We will have a kid's area, food truck and drinks for sale at the concert. The GJ Rockies will be at the ReStore on June 16th from 10 to noon. There were a total of 347 volunteers in April. The PR meeting will move to the 3rd. Wednesday of the month starting in July.

Volunteer Advisory Committee – Bruce pointed out that the report is behind Tab 6 in the Board Books.

Department Reports – Reports are in the Board book behind Tab 7.

Other business included the handing out of the invitation to the Burrow's dedication; Board members discount cards. Happy Birthday was sung to Alice and Linda. All of our loans were successfully transferred to Diamond Escrow. As there was no other business to discuss Bruce asked for a motion to adjourn. Justin moved, Kevin seconded. Meeting adjourned. Annual meeting following immediately.

Respectfully submitted,

Patty Kelly