

Habitat for Humanity of Mesa County
Board of Directors
Meeting Minutes 12/10/15

Location: HFH Affiliate Office

Board Members Present: Bruce Phillips, Linda Kochevar, Scott Sorenson, Kevin Chesney, Doug Sorter, Darrell Kitzman, Alice Young, Pam Francil, Peter Icenogle, Jill Crone

Absent with proxy: Justin Menge (Proxy, Kevin Chesney)

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

Bruce Phillips called the meeting to order 7:10 a.m. Bruce offered the opening prayer. Breakfast was provided to the Board Members by the Affiliate staff and Barb and Tamera from the ReStore.

Board Minutes - Bruce asked if everyone had reviewed the minutes from last month's meeting. Having heard no changes, Bruce approved the minutes.

Financials - Linda Kochevar reported cash balance is up. Construction bills are up; concrete bill came in. Landscaping bill is down by 9K. Accounts Payable is up with the items on the construction credit card. Net income down 17% from last year but Linda states she is not worried about the difference. ReStore revenue is down 4K; difference does not pose a big issue. Income statement, building maintenance is up; computer monthly fees have risen and ProVelocity (IT) has increased their yearly fees. Grant income in on par; payroll is up; employee hours are being managed, some hours have been trimmed; some yearly raises were implemented. P R expenses are down \$2,300. Travel expenses are down as well. Utility expenses are down from what they were this summer. We are now paying estimated Federal taxes on the rental income property due to not being able to depreciate at this point. Contributions are down. Financials were accepted.

Benchmarks – Linda states that ReStore revenue is at 96K which is sufficient. Cash on hand is fine. She stated that we may want to relook at the contribution benchmarks as current economic circumstances may warrant lowering the benchmarks. Payroll expense down 30% as we did not have 3 payrolls this time. Payroll and benefits have decreased. We received \$4,455 from Colorado Gives Day, down from last year.

Committee Reports, Department Reports –

Delinquencies – Janet states (JJ and (KK) are the usual suspects and she is planning on calling them and discussing the late payments with them. (KC) paid November and December and has promised to make timely payments by the 8th of each month. (FY) paid October; Janet is going to suggest Greenleaf counseling to her. (TM) paid October, he is going through a divorce and since his wife's name is on the deed, we are not sure who will end up in the house. The delinquencies are better than Janet expected; January could be ugly.

Executive Committee – Bruce stated that the executive committee met and voted to accept our invitation to breakfast.

Also, the decision was made not to take back the home in Palisade. Brian, Janet and Joe visited the home and determined that the amount of remodel it needed did not warrant our time and efforts. The property is so far from our construction site and materials.

Construction - Scott Sorenson reported that 390 Wedgewood's closing date was pushed to January 8th, 2016. As soon as 390 is completed the push will begin on 388 Wedgewood; the trusses are onsite. The pole barn has been put on the back burner. We have had some water line breaks on the irrigation system on the back of the property near the retention pond. We are looking at modification of the line and addition of a gauge. There was a large bill from the Clifton Water District and Brian is looking into seeing if they will reduce the bill for us. Bruce asked about hiring a landscaping company in the spring to manage the irrigation system. The company that takes care of the ReStore's landscaping can do the work for us and are bidding on the job. We may have to go back to G J Pipe for assistance. This will be further investigated in the spring.

The goal of having five houses in some phase of construction was broached again. We have had no in depth discussion surrounding this issue and are waiting to see what affect the hiring of JM will have on our ability to construct quicker. We obtained a grant for landscaping and we have a person who has volunteered to teach a landscaping class to our homeowners in the future. Construction committee will revisit the housing goal at their next meeting.

Family Selection Committee – No meeting was held. Family selection is still in a holding pattern. Applicants can begin applying again in February 2016.

Fiat Committee - No report.

Family Support Committee – Alice Young stated that (SB) has met all but two of her hours. (BH) is on target. (G/SB) daughter had a reaction to the latex paint (G) was using so he has asked to perform his hours at the ReStore and not on-site for the time being. (CW) agreed to step up his hour contribution. (QR) has many issues and has caused a problem. He does not work hard enough when Brian is not on-site. There was a discussion between him and Brian that did not end well. He is very defensive and reactive. Miffie has asked for a special meeting with committee members and (QR) to resolve some of the issues at hand. Justin has been made aware of the situation. If things resolve and he shows up on Thursday, he is ready for a site assignment. A couple of our homeowner's do not want to partner with a Family Support member so Janet is going to address this. Partnership is part of our program. Discussion was held around hardships for hours contribution; all should be documented and taken case-by-case. Blitz building was discussed and further investigation into this program is forthcoming.

Marketing Committee – Doug Sorter reports that our outreach is huge. ReStore Facebook has 869 likes, up 8 from last month; affiliate offices 437 likes, up 2 from last month. Twitter does not fare as well in Grand Junction so we do not have a huge presence there. Pinterest is a great option for us. We have a new look to our website and it includes a mobile app. There are so many organizations tapping into Colorado Gives Day now; our contributions are down. Spirit Night at Chick-fil-a is December 17th. Jen did a spot on KAFM to promote Colorado Gives Day. Miffie spoke at the Fruita Rotary Club on December 1st about Colorado Gives Day and they agreed to donate. We have one student coming to us to volunteer from the Collbran Job Corp. We are in line for a complimentary ad through The Daily Sentinel's weekly Chamber of Commerce Section. Our ad will run only if a business decides not to run their ad and substitutes ours instead. A great idea for Valentine's Day has been put into motion and that is a checklist for volunteers to read as they come into work that will tell them exactly what is happening at the store level making everyone on the same page. In January there is a coupon book coming out that is sent to 59K people in Grand Junction and gives a 20% discount for an entire purchase at the ReStore. Comments on our store have been that it is clean, well-organized and looks great. Doug states that we should be sure to wear Habitat shirts to the February 7th food drive at Albertsons. Bring your children. This is on Super Bowl Sunday. Pet food is accepted at this drive as well.

ReStore Advisory Committee - Alice Young stated that we do not have a part-time driver position at the ReStore. The survey that was sent around with a series of six questions on it to determine the effectiveness of the committee

determined that the term someone serves on this committee should be limited and the meeting should be held every other month instead of monthly; employees should not serve on this committee due to proprietary information being discussed at the meetings. More information to be rolled out at the next meeting.

Volunteer Advisory Committee – Darrell Kitzman stated that Maranda’s survey for exiting volunteers garnered positive feedback. The 15 and 15 program seems to be working fairly well. We will be looking at this a little longer before we decide to make any changes to the program. We are down approximately 200 volunteer hours for the period this year versus last year. We have lost a few volunteers this year for various reasons. Maranda is turning the shed program over to Brian. She hopes to get the Career Center involved in electronic repairs and testing next year. They have a work-based learning program in Collbran and we are going to utilize the participants there as volunteers at our store and offices.

Department Reports – The **Re-Store** received a large donation of Hide-a-beds and they sold quickly. Barb has tightened the delivery schedule up to curb costs. (SB) was relieved to have the closing on her home pushed to January allowing her and her family to celebrate Christmas where they currently reside.

The **SAFETY Committee** had the local police department come back and deliver the second half of the training on “Lock-down” procedures to us. Timely training what with all that is happening in the nation currently.

The **Volunteer Program** has obtained 3 new Core volunteers. We have 12 students from Central High coming to join us at the ReStore.

Upcoming Events – HFHMC annual Christmas party, December 12th at Lakeside event center. December 17th, Chick-Fil-A from 5 P M to 7 P M. February 7th, 2016, Food Drive for Western Slope Food Bank of the Rockies at Albertson’s on the Redlands.

Bruce asked if there was any other business. Hearing none he called for a motion to adjourn. Peter moved, Doug seconded; motion carried. Meeting adjourned at 8:30 AM.

Respectfully submitted,

Patty Kelly