

**Habitat for Humanity of Mesa County
Board of Directors
Meeting Minutes 9/8/2016**

Location: HFH ReStore

Board Members Present: Peter Icenogle, Linda Kochevar, Scott Sorenson, Jill Crone, Alice Young, Justin Menge, Laura Cartwright, Doug Sorter, Pam Francil, Kevin Chesney and Vicki Shaw. The following members of management/staff were present: Janet Brink, Patty Kelly.

Peter Icenogle called the meeting to order at 7:03 a.m. Opening prayer was offered by Pam Francil.

Board Minutes - Peter asked if everyone had reviewed the minutes from last month's meeting and if there were any additions or corrections? Having heard no corrections, Peter asked for a motion to approve the minutes. Justin moved, Vicki seconded. The Board approved the minutes as submitted. A question was raised concerning Executive Board Minutes and where they are to be kept. Janet will look into this.

Benchmarks - Linda Kochevar states that the ReStore revenue covers all expenses outside of extraordinary expenses. Our cash is OK. Contributions are on the low side. Expenses have decreased. Payroll is holding steady.

Financials – The balance sheet reflects a decrease in construction expense from August of last year to August of this year. We will be writing off \$6K on every lot going forward so that our lot prices will not increase; this will be a gradual progression. Accounts receivable reflects the monies owed by our tenant Press One. This includes late fees, taxes and rent. Our accounts payable are good. The security deposit we received from Press One will be rolled into income for August. We will be subject to IRS withholding taxes on these monies. Statement of accounts reflects that we received \$10K grant for the Burrows property. Building maintenance is running high due to lawn care and environmental testing, Quickbooks update and checks. The Income Statement is now being presented in year-to-date fashion as requested by Justin. Peter called for a motion to accept the financial reports. Doug moved, Pam seconded, vote carried for acceptance of the financials.

Amendment to HFHMC's Bylaws – The proposed change is as follows: The approval of the budget may be postponed in the discretion of the board to the first regular meeting in July in order to have year-end financial information. Peter called for a motion to approve the changes. Justin moved, Alice seconded. Proposal was approved.

Delinquencies – Janet reported that all homeowners had paid and we have no delinquencies at this time. Kati Topai's late fees have not been paid.

A CHAFA homeowner in the Camelot subdivision is four months delinquent and the house is going into foreclosure. More details to come.

Committee Reports, Department Reports –

Executive Committee – Peter states that the session covered current legal matters and employee health insurance rate increases.

Construction – Scott reports that 386 has been put on hold and may become a spec home. 384 will become the main focus with the hope of completion by mid-November. 383's foundation to be poured soon. This means we will have 3 properties to work on for builds etc. The pole barn man door is being placed and we will be able to start moving equipment into the building, cutting down on theft. There was discussion about whether to make the bathroom in 385 1 ½ or 1 ¾. Janet will

check the policies as set by HFHI to see if the bathroom can be changed and what kind of precedence is being set. If we are allowed to do this, the change would add to the resale value of our homes.

Family Selection Committee – No meeting held. We do have one family in the pipeline that we are giving until September 15th to submit all of the required paperwork.

Fiat Committee- Kevin stated that the committee will be helping with Customer Appreciation Day, serving ice cream and cooking hot dogs at the ReStore; November dedication; 5 upcoming builds; and various other upcoming events. Kevin will be stepping down from FIAT due to time constraints. The meetings will be held now on the 1st. Wednesday of every month. Sue Keddy will be chair person.

Family Support Committee – Pam stated the homeowner’s hours were up to date. (BH) will be asked to stop putting her hours in at the “Lodge.” She needs to focus on the education and construction pieces of the program.

ReStore Advisory Committee – Alice states that they revamped the committee; still looking for members that have the volunteer bug. Carol Keefer has joined the committee which now consists of Barb, Janet, Carol and Alice. We may obtain a CMU intern to serve on the committee. We will need three board members to help with the anniversary sale on October 7th and 8th. We have 30 RSVP volunteers and Jody Green signed up to help with the sale. There will be a 50% off everything sale; llamas on-site; face painting and a band. We have a substantial candidate for an additional driver, one that can fill in in other areas thus mitigating the need for another cashier. Sales are down; we are repricing items; looking at two 30% off sales during the year; 75% off room; yard sales. We have had some great comments about our store. Labor Day sales were excellent and the following Tuesday sales were relatively large as well.

Marketing Committee – Doug states we have a total of 1000 likes on Facebook; holding steady at 493 for the Affiliate office; Tweeter limping along; Instagram is at 55 followers. Our website is functioning well now. The World Habitat Day door project has provided four doors at the store to date. The doors will be on display at Alpine Bank for a brief period of time. There will be a drawing and a silent auction for the doors to help raise funds for HFHMC. Two of the doors will be in a silent auction and Jen will notify the artists whose doors will be auctioned off.

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

Department Reports – Reports are in the Board book behind Tab 6. We need extra help for the Laramie Build on September 23rd. Please help if you can. The need is from 11 to 1 serving lunch. No other departments were discussed.

Hearing no other business to discuss, Peter asked Patty to leave at 8:15 a.m. so that Executive Session could begin.

Respectfully submitted,

Patty Kelly