

**Habitat for Humanity of Mesa County**  
**Board of Directors**  
**Meeting Minutes 11.10.16**

**Location:** HFH ReStore

Board Members Present: Linda Kochevar, Scott Sorenson, Alice Young, Doug Sorter, Pam Francil, Kevin Chesney, Jill Crone. Absent with Proxy were, Justin Menge (Kevin Chesney, proxy), Peter Icenogle (Doug Sorter, proxy.) Absent without proxy were Laura Cartwright and Vicky Shaw. The following members of management/staff were present: Janet Brink, Patty Kelly.

Doug called the meeting to order at 7:00 a.m. Opening prayer was offered by Kevin Chesney.

**Delinquencies** – Janet reported that all homeowners had paid by our meeting date, however, Mr. Montoya hit the delinquent list for October. Janet is going to reach out to him as he seems to be having a struggle.

**Other Business** - Janet gave an update on Press One. They have been given a 30 day notice to vacate and need to be out of the building by December 1, 2016. Our attorney is involved and will be collecting the outstanding debt owed by Press One. Lois Dunn is going to be marketing the condos for us at a reduced fee. She will take an upfront fee. She has also shown Janet some spaces for the Affiliate Offices as the lease at Bank of Colorado is going to expire. Affiliate may move to one of the Habitat owned condos, in which case we could file for a property tax deferment as a non-profit entity. We can lease the condos for around \$4,000 to \$4,700 per month.

**Board Minutes** - Doug asked if everyone had reviewed the minutes from last month's meeting and if there were any additions or corrections? Having heard no, Doug asked for a motion to approve the minutes. Pam moved, Alice seconded. The Board approved the minutes as submitted.

**Benchmarks** - Linda Kochevar states that the ReStore revenue is at the "break-even" stage. They did not make their monthly benchmark. Cash on hand, contributions and revenue is down. Payroll was as it should be for the month, no issues there. Expenses have increased. Kevin asked if it was time to worry. Linda said we were at that point. Alice stated that perhaps now that the election is over, the ReStore economy will begin to change for the better.

**Financials** – Cash is down from last year. We have had legal expenses, a worker's compensation rate increase, no rent from Press One. Year-to-date income, contributions, and revenue is down. Professional services and legal fees are up. Vehicle expenses are down. Doug asked for a motion to accept Benchmarks and Financials. Kevin moved, Pam seconded. Motion carried.

**Committee Reports, Department Reports –**

**Executive Committee** – Doug had Janet hand out a letter from Miffie Blozovich designed to help the Board further Colorado Gives Day. A discussion ensued about Colorado Gives Day.

**Construction** – Scott reports that 386 is being buttoned up. (LQ's) house is being dry walled and painted. (BH's) house will be framed and trusses are on order. Landscaping has been winterized. Scott brought up the fact that at the "Group Builds" some of our equipment goes missing or is damaged. It was decided that a paint brush washing station should be built and Maranda and Jen could man that and help facilitate a loss of brushes. Group builds are done for the season. If anyone comes forward and wants to help, perhaps the Arna House could be cleaned up. It seems we have an issue with obtaining timely power hookups from Xcel Energy. As a result we will not be having a dedication in November. Jill states that obtaining a date from Xcel can be obtained on-line; schedule power when you pull a permit.

**Family Selection Committee** – Pam reports there are no families currently in our pipeline. We have a few applicants but none that have met all the criteria as yet. Janet and Alice went to an MPAR meeting to obtain the new guidelines for mortgages. The new guidelines are for the protection of all. Applicants will receive a “Letter of Intent to Proceed,” prior to application so they are aware of that part of the procedure upfront. This is a Federal Law. The group is researching software that is standardized and will streamline creating the mortgage documents. For the most part the type of loans we handle are simple. Janet says we need three families in the program by March 1, 2017.

**FIAT Committee-** Kevin stated that the committee will be helping with; dedications; upcoming builds; Mission Volunteer Fair; the Food Drive and various other upcoming events such as Socks for Shepherders, Arna House Beautification, etc. Mesa Church Camp needs help with opening and closing the camp yearly. Again, Kevin gave notice that he needs to step down from the committee.

**Family Support Committee** – Pam stated the homeowner’s hours are complete, focus is on the education part. Nothing further.

**ReStore Advisory Committee** – Alice reported on the issues at hand; FTE’s, new salary guidelines, possible new additional driver for the ReStore and moving the ReStore in the right direction. A suggestion box will be erected in the store for customers to leave suggestions for us.

**Marketing Committee** – Doug states social media continues to work well for us. The housing tour was successful. The Weiner Mobile event was superb. We will schedule 12 builds for next year. The 20% off coupon seems to do well. We earned \$22K during our two day anniversary sale.

**Volunteer Advisory Committee** – Doug pointed out the report is behind Tab 5 in the Board Books.

**Department Reports** – Janet pointed out that the reports are in the book for members to peruse or take with them to read. Linda queried an item in the Safety Minutes concerning child car seats. The committee is checking to see what the guidelines from HFHI state about the safety related issues surrounding car seats and other donated items. We need to increase our sales and want to make sure we are not disposing of saleable items.

Linda made a motion to adjourn the meeting. Pam seconded. Meeting adjourned at 8:55 AM.

Respectfully submitted,

Patty Kelly