

**Habitat for Humanity of Mesa County**  
**Board of Directors**  
**Meeting Minutes 12.8.16**

**Location:** HFHMC Affiliate Office

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

After the Board Members helped themselves to a Christmas breakfast buffet furnished by the staff, Peter called the meeting to order at 7:13 A.M. Opening prayer was offered by Laura Cartwright.

**Delinquencies** – Janet reported that we have two homeowners that are on the delinquent list. Ted Montoya was late on his November payment and has not paid his December payment yet. Janet will reach out to him. Kristie Keller was 30 days late with her November payment, but has paid both November and December as of this date.

**Other Business** – (1) Janet gave an update on Press One; they have not vacated the premises as of this date. They have paid all past rent and taxes, but owe December rent. They may stay in our building. (2) A C home sale on December 23, 2016. ESA agreement split was turned into Abstract Title by Janet for closing documents. (3) M G is trying to refinance property and has had discussions with Janet and Pam at CHFA.

**Board Minutes** - Peter asked if everyone had reviewed the minutes from last month's meeting and if there were any additions or corrections? Linda asked that the amount of cash that the store is down be stricken from the minutes. Minutes will be corrected. Peter asked if there were any other changes to be made, having heard none, Peter asked for a motion to approve the minutes as corrected. Pam moved, Kevin seconded. The Board approved the minutes as corrected.

**Benchmarks** - Linda Kochevar states that the ReStore revenue covers expenses. Sales are below the benchmark. No action on financials is required at this time. The average monthly sales for the year and cash on hand was discussed. Colorado Gives day proceeds were discussed. Waldeck final check for the year is still coming. Expenses are OK. Ratio is OK. Payroll is as it should be.

**Financials** – Linda stated in order to keep us on task, that she would not belabor the financials. She suggested that everyone take them home to look over; if there are any questions about the financials, contact her. Make sure you shred them if you take them home with you. Peter asked for a motion to approve the Benchmarks and Financials. Vicky moved, Pam seconded. Motion carried.

**Committee Reports, Department Reports –**

**Executive Committee** – The committee discussed a back-up plan for the rental property. Leasing to non-profits would be one plan. Ramping up the sales at the ReStore and average daily sales were discussed. No other business to report.

**Construction** – Scott reports that 386 is going to get power to it. 384 (LQ's) house is moving along; looking at a January 2017 closing date. A discussion ensued surrounding her tile, and it was decided that the tile currently selected to be installed, could be a safety hazard. (LQ) will be contacted to see if she would be happy with another type of flooring. 383 (BH's) house is on the back burner for the moment while we concentrate on (LQ's.) The house does have a roof on it; no doors or windows.

**Family Selection Committee – No meeting held.**

**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. Laura Cartwright explained the Shepherder program to us. The deadline for donating items to the Shepherders is 12.23.16. Other FIAT opportunities are coming up. If you would like to join the group they meet at 12 PM at the Affiliate offices on the first Wednesday of the month.

**Family Support Committee** – Pam stated the homeowner’s hours are status quo. (BH) needs to focus on the education part. (LQ) has two hours to complete. Nothing further.

**ReStore Advisory Committee – No meeting was held.**

**Marketing Committee** – Doug states social media continues to work well for us. All reviews that are posted on social media, whether good or bad, stay posted; we cannot change that. Jennifer will speak anywhere, anytime, so if you know of a group she can get in front of let her know. Due to the amount of effort versus what we gain, we may not participate in Colorado Gives Day next year. Our Affiliate Christmas party is Saturday December 17<sup>th</sup> at The Warehouse.

**Volunteer Advisory Committee** – Peter pointed out the November minutes are behind Tab 5 in the Board Books.

**Department Reports** – Reports are behind Tab 6. Janet stated that HFHI will be holding training, that she and Maranda will attend, on hosting Americorp and Vista groups. The Career Center will build sheds for our two new homeowners. We are going to participate in the “Put a Vet Back to Work” program. We are currently not eligible for FLHB funding on 384 Wedgewood Avenue. However we will receive CDOH funding on 384 Wedgewood.

Peter called for any other business. Having heard none, he called for a motion to adjourn. Justin moved, Pam seconded. Meeting adjourned at 8:30 A. M.

Respectfully submitted,

Patty Kelly