

**Habitat for Humanity of Mesa County**  
**Board of Directors**  
**Meeting Minutes 3/10/16**

**Location:** HFH ReStore

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

Bruce Phillips called the meeting to order 7:15 a.m. Pam Francil offered the opening prayer.

**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 changes, the Board approved the minutes as submitted.

**Financials** - Linda Kochevar reported in keeping with our goal, we have 9 months cash in reserves. On the accounts receivable side, we are waiting on payment for February and March, plus taxes due from our tenant on North Avenue. Their lease is up on September 1, 2016. Construction costs are up as we gear up construction. Revenue is down as ReStore sales are not where we want them currently. We are always in and up an down situation with sales at the ReStore. Expenses are down 16%. Janet is keeping a watchful eye on expenditures. Janet was asked to send Justin and Bruce a copy of the tenants lease agreement. Linda sees no issues with the Financials. Financials were accepted.

**Benchmarks** – Linda states that the ReStore sales are covering the expenses. Cash on hand is sufficient. We are expecting a \$30K donation from the Waldeck Foundation. All in all, benchmarks are in excellent shape.

**Committee Reports, Department Reports –**

**Delinquencies** – Janet reported that delinquencies are looking good.

**Executive Committee** – Bruce states that the executive team met and the decision was made to secure another mortgage servicer for our mortgage accounts. The loans will slowly be taken over by the new servicer. Facilitated by Janet, the accounts with the most issues will be turned over first. We are having some on-going issues with a couple of homeowners.

**Nominating Committee:** Bruce stated that the Nominating Committee met and have some new ideas. We will have a guest at our next meeting as a potential new Board Member and we have two others that are being considered. Darrell has had to resign due to work constraints. He will continue to serve as a volunteer at the ReStore whenever he can.

**Finance Committee:** Linda stated that Miffie is busy writing grants and that we are expecting a \$30K grant from the Waldeck foundation. Justin stated that there is a Daniels Grant fund we might qualify for. Janet will inform Miffie.

**Construction** - Scott Sorenson reports that 388 Wedgewood is scheduled to close in June. (QR)'s house at 386 is ready to start building. Due to "Planning" regulations, the pole barn will be erected and hooked to the Arna house. Himes Drilling will help us erect the pole barn on March 24<sup>th</sup> and 25<sup>th</sup>. 384 plans are ready for (BH)'s home. The lot is bigger; the house will be built wider but shorter to maintain the square footage standards and leave more room for a backyard. Cost of lots in Phase II are higher; up from 27K to 32K. Our warranty to the city is up on July 17, 2016; the \$97K deposit should be refunded. If any of the landscaping appears to be dead, we will need to revive/replace it prior to the expiration of the warranty period. We had two bids on landscape maintenance. We will go with Lupe Landscaping as our landscaping company for the ReStore, Subdivision and the Arna house. The HOA fees pays for the subdivision landscape maintenance; each homeowner pays \$10.00 per month.

**Family Selection Committee** – Kevin presented one new family; grandparents with one grandchild. One grand parent is disabled, however they can partner. Their funds are sufficient. Their needs are that they are living in a home with a roof that is about to collapse, no hot water, people breaking into their home, etc. Linda asked what our target range is and how we come to that amount. Janet will e-mail the guidelines to all board members. Kevin moved to approve this family; Doug seconded; motion approved.

**Fiat Committee** - Kevin states that Susan Keddy and Jody Green met with the committee for new member education. It was a great meeting. The annual bake sale is April 1, 2016.

**Family Support Committee** – Alice stated that at the Family Support Meeting they discussed the Attitude Policy with an assessment form as part of this policy. This is now in the hands of the Affiliate Office to approve. (G/SB) are frustrated with the length of the process to get them into their home. Brian, Miffie, Janet and (G/SB) met and laid out the plan for their house. They have picked the shingles and the front door. (QR)'s attitude is still an issue and we are working on solving this. His hours are on target, but he needs to get more construction hours. (BH)'s hours are good as well as (LQ)'s. There is a proposed change to the hour requirement and Justin will present the changes at our next Board Meeting.

**ReStore Advisory Committee** – Alice states that we have new members on our ReStore Advisory Committee. The new member are Amy Carlson, LaDonna Bonderant, Kendra Sisac and Kirk Granum. The future meetings will be held bi-monthly. We still need a part-time driver. (HC) resigned and we now need a part-time pricing person. Sales are down over last year. We are trying to do a better job of pricing. We received a large donation of new T-shirts, shorts and sweatshirts to sell.

**Marketing Committee** – Doug Sorter stated that Facebook likes are going up. Twitter is lackluster. We now have Instagram which interfaces with Facebook and we are utilizing SnapShot. Our website continues to be a problem. The HBA event was very successful. Our anniversary logo has gone out and the celebration starts this month. We are partnering with Alpine and their anniversary. On April 10<sup>th</sup> Miffie will give a presentation to FUM Church. All donations made that day will go to our housing fund. The article in the Business Times was excellent. The ReStore will be decorating for the anniversary sale. Lowe's Women's Build is Saturday April 30<sup>th</sup>. The cost is \$50.00 to attend our Cocktails and Caulking event on Tuesday April 12<sup>th</sup>. Lowe's will provide 3 pros for demonstrations at this event. T-shirts are sage green this year.

**Volunteer Advisory Committee** – Report in Board Books, Tab 5.

**Department Reports** – Janet reported that EZ contribution report was \$462K at the end of December, up from \$290K at the same time December of 2014. Safety site visits to the construction site will now occur the last Thursday of each month.

Bruce brought up other business; Camp Colorado is coming up and he would like to see some Board Members attend as it is very educational, good for networking and for observing how other Habitats are run. If you are interested in attending any of the events, please contact Janet. Deadline is April 4<sup>th</sup>, 2016. As no other business was brought to attention, Bruce asked for a motion to adjourn. Peter moved, Justin seconded; motion carried. Meeting adjourned at 8:35 AM.

Respectfully submitted,

Patty Kelly