

**Habitat for Humanity of Mesa County
Board of Directors
Meeting Minutes 3.9.17**

Location: HFHMC Affiliate Conference Room

Board Members Present: Linda Kochevar, Scott Sorenson, Doug Sorter, Pam Francil, Kevin Chesney, Jill Crone, Justin Menge, Laura Cartwright, Peter Icenogle

Board Members Absent: Vicky Shaw

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

Peter called the meeting to order at 7:15 am. Opening prayer was offered by Laura Cartwright

Delinquencies – (Tab 1) Janet reported that all homeowners have paid and the one homeowner listed on the delinquency report has paid.

Other Business – Diamond Escrow was sold to Amy Chacon. Discussion ensued and it was determined that we will see how the new owner performs and that everything is satisfactory. This topic will come under review May, 2017.

Board Minutes – (Tab 2) Peter asked if everyone had reviewed the minutes from the February board meeting and if there were any additions or corrections. Having heard none, Peter asked for a motion to approve the minutes. Justin moved & Pam seconded. The Board approved the minutes.

Benchmarks – (Tab 3) Linda Kochevar reviewed the February 2017 benchmarks. Linda reported on the Restore 12 month average sales, 12 month average expenses & 12 month average payroll. Expenses are still being held at 43%. Contributions are good. Discussion ensued about the larger Salvation Army store opening on North Avenue. The merchandise is very different from HFHMC.

Financials – (Tab 4) Linda reviewed the financials including the Balance Sheet – and they look in line. Discussed accounts 1270-00 (Land) and 5570-00 (Program Expenses). Linda & Janet will work on redefining some accounts with our bookkeeper. Peter asked for a motion to accept the Benchmarks and Financials. Laura moved & Justin seconded. The Board accepted the Benchmarks & Financials as presented.

Committee Reports

Executive Committee – There were no additions or corrections to the Board of Directors agenda. Press One is moving out by 3/31/17 and Janet is starting to work with the relator on getting the condos rented. Vicky Shaw will be resigning from the BOD due to health issues and her work schedule. Everyone needs to start thinking of board member recruitment since Peter & Kevin are term limited and will be leaving the board June 30, 2017.

Construction – Linda reported that house plans were presented at the March 1, 2017 construction meeting for foundations for the Women's Build, May 13, 2017. The Higgins' house is on schedule for a late April dedication. Women's build will include the sheds being built for the Quintana & Higgins homes along with tile & trim at the Spec home.

Family Selection Committee – No meeting was held in February, 2017.

FIAT Committee- Kevin reviewed the event schedule listed on the Board Meeting Agenda.

Family Support Committee – Pam reported that she will be shopping with her family (Higgin's) for lights & fixtures for the home at Lowe's. Brian will get the list and budget to her. Justin reported that he is the family partner for the Chavez family and they anxious and excited to get working. She did not meet her sweat equity hours for the month and a certified letter was sent. Chavez expressed a sincere interest in completing all of her required hours in the future. Jill reported that an updated 2017 education class list was handed out to the current family partners.

ReStore Advisory Committee – Alice reported that Jen, Janet, Barb and herself attended a CHAMPS presentation at The Center for Independence. I way to help seniors when downsizing was the focus for attending and letting people know HFHMC pick up donated items. Color tags for the hardware section will be changed to just gray tags to help the cashier identify an item from that area and if a tag has been switched.

Public Relations Committee – Jill reported on all the events taking place. The Home Improvement & Remodeling Expo was a success and this was the 2nd year we have done this. We even received a \$100 donation that day. The P/R committee has a sub-committee for Women's Build and that the Lowe's Pros Day has been added (per HFHI) for Thursday, May 4th to learn about drywall. All are welcome to attend but RSVP to Jen. There will be a few new additions to Women's Build Day on May 13th including a pancake breakfast, a photo booth and a ladies pampering station. The P/R committee is also exploring different venues of advertising. The summer concert has received the \$2,500 Alpine Bank Sponsorship again. Thank you Alpine Bank !

Volunteer Advisory Committee – Laura reported on the volunteer totals (report behind Tab 5). Also the spring clean-up is scheduled at the Arna house on Saturday, April 8. The committee still needs members.

Department Reports – (Tab 6) Janet stated that most things were reported on during the meeting but feel free to take the reports with you.

Peter called for any other business. Having heard no other business stated, Peter called for a motion to adjourn. Justin moved & Alice seconded. Meeting adjourned at 8:30 am.

Respectfully submitted,

Janet Brink