

Habitat for Humanity of Mesa County
Board of Directors
July 13, 2017 Minutes

Location: HFHMC Affiliate Conference Room

Board Members Present: Doug Sorter, Linda Kochevar, Laura Cartwright, Justin Menge, Scott Sorenson, Alice Young, Jill Crone

Guest: Rob Jenkins (Board Member Candidate)

Board Member/s Absent: Pam Francil (Proxy-Jill Crone)

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

Doug called the meeting to order at 7:05 a.m. and offered the opening prayer.

Doug introduced Rob Jenkins, Habitat for Humanity of Mesa County board member application (**Tab 1**) was previously emailed to board members for review prior to this meeting. Rob was asked to step out. A motion was made by Laura and seconded by Justin to appoint Rob Jenkins to the Board of Directors for Habitat for Humanity of Mesa County. The appointment was unanimous. Rob was brought back in and congratulated.

Board Minutes – (Tab 2) Doug asked if everyone had reviewed the minutes from the June 8, 2107 board meeting and if there were any additions or corrections. Having heard none, Doug asked for a motion to approve the minutes. Alice moved & Justin seconded the motion. The Board of Directors approved the June 8, 2017 minutes.

Annual Board Minutes – (Tab 3) Doug asked if everyone had reviewed the minutes from the June 8, 2107 annual board meeting and if there were any additions or corrections. Having heard none, Doug asked for a motion to approve the minutes. Justin moved & Laura seconded the motion. The Board of Directors approved the June 8, 2017 annual minutes.

Benchmarks – (Tab 4) Linda reviewed the benchmarks and discussed the Restore 12 month average of revenue & expenses. Linda noted the Restore revenue didn't cover expenses for the month (3 payroll periods in June). The last payroll of June (also last one of year) would have an accrual. Justin made a motion to accept the benchmarks as presented and Rob seconded the motion. The June 2017 benchmarks were accepted.

Financials – (Tab 5) Linda reviewed the balance sheet and discussion ensued. Linda noted the operating expenses, accounts receivables. It was noted that we are in the process of switching our operating funds account with our development funds account for a better return in interest. Justin made a motion to accept the financials as presented and Rob seconded. The June 2017 financials were accepted.

2017–2018 Budget & Benchmarks – (Tab 6) Linda presented the budget for next year and updates/changes on the benchmarks for the upcoming year. A motion was made by Laura to accept the 2017-2018 budget and benchmarks as presented and Rob seconded. The 2017-2018 budget and benchmarks were accepted.

Delinquencies – Janet reported that all homeowners were current on their mortgage payments and there were no June, 2017 delinquencies.

Condo Rental Update – The Board of Directors decided against leasing the space to the child care option due to safety concerns of the loading in the alley and the continual traffic. Janet is working with putting advertising signage up.

COMMITTEE REPORTS

Executive Committee – Doug stated the Executive Committee set the agenda that is before you today. Doug noted that if there are any concerns with board member recruits to please address them as soon as possible no matter if it is minor or major concerns. We are still looking for one or two more members and have a few candidates in the pipeline.

Construction – Linda reported that 386 Wedgewood is nearing completion and we hope to have a closing in late August, 2017. The spec home at 381 Wedgewood is progressing nicely and hope to have a family assigned this summer in order for construction to continue. The spec home at 379 Wedgewood has been turned into the city for permitting. Rob will work with Jim on the review of plans. It will be approximately 1140 square feet.

Family Selection Committee – The Family Selection committee did not meet in June.

FIAT Committee- The FIAT committee did not meet in July.

Family Support Committee – Jill reported on the “NC” & “PC” families and their sweat equity hours. Please refer to the department report behind Tab 7 for the details. Both of the families did more hours than required.

ReStore Advisory Committee – Alice reported that Tamera Starcher has stepped down from the Assistant Manager position. We will not be hiring another Assistant Manager at this time. Tamera will be a lead on Saturdays. Acquisitions are still coming in. Kirk will reach out to Western Community College to obtain volunteers to test our electronics and have some hands on training. School is back in August. The Restore will have extended hours at Christmas time for shoppers (TBD). Barb continues to monitor reviews and ongoing safety talks & walks.

Public Relations Committee – Doug reported the focus currently is home ownership with outreach to the Daily Sentinel, The Business Times, Linden Point (Housing Authority property), Head Start, & School District 51. KAFM is still running PSA announcements. Jen is still working on web site issues. The Exit 42 concert in June made more money in 2017 and we think in part due to the free media advertising from Chick-fil-a. The Restore advertising in the JUCO program did not result in any customers with the discount coupon. It was complimentary this year to see if this could be a new target audience. We will not run an ad next year.

Volunteer Advisory Committee – Laura stated the focus of the Volunteer Committee was the discussion on volunteer recruitment and how to change it up and attract new volunteers. Kirk will be doing the September 9th Volunteer Fair at Mesa Mall with a call to action. Kirk will also attend the Western Slope Volunteer Management Association on Volunteer Leadership Seminar on August 1st. Kirk will also be changing the “ask” for volunteers in our weekly online newsletter.

Department Reports – (Tab 7) Janet stated that most things were reported on during the meeting but feel free to take the reports with you.

Upcoming Event Schedule- Noted

Doug called for any other business before adjournment and hearing no new business, Justin made a motion to adjourn the Board meeting & Alice seconded. Meeting adjourned at 9:00 a.m. and a tour of the Condo’s for lease will begin.

Respectfully submitted,

Janet Brink