

Habitat for Humanity of Mesa County
Board of Directors
August 10, 2017 Minutes

Location: HFHMC Affiliate Conference Room

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

Guest: Lisa Martin (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 Justin offered the opening prayer.

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

Board Minutes – (Tab 2) Doug asked if everyone had reviewed the minutes from the July 17th, 2107 board meeting and if there were any additions or corrections. A correction was noted that Linda gave the construction committee report in July. Doug asked for a motion to approve the minutes as corrected. Alice moved & Justin seconded the motion. The Board of Directors approved the July 17th, 2017 minutes.

Benchmarks – (Tab 3) Linda reviewed the benchmarks and noted Benchmark 2 of Restore Sales just slightly under. Benchmark 7 was mentioned due to the last payroll (6/30/17) effect on the benchmark. There is only one month on the report because it is the first month of the new fiscal year. Lisa made a motion to approve the benchmarks as presented and Justin seconded. The Board of Directors approved the July 2017 Benchmarks.

Financials – (Tab 4) Linda reviewed the Balance Sheet & Statement of Activities and noted the accounts receivables, prepaid expenses and insurance expenses. Lisa made a motion to accept the financials as presented and Rob seconded. The Board of Directors accepted the July 2017 financials.

Delinquencies – Janet reported that two homeowners were on the report due to not paying late fees. Two others homeowners listed have paid two months each & are now current. Janet will provide GPS map showing the areas of homeowners at the next Board of Directors meeting.

Condo Rental Update – Janet has signed a second 6 month extension with Lois Dunn.

COMMITTEE REPORTS

Executive Committee – Doug stated the B.O.D. has Directors & Officers and Employment Practices Liability insurance coverage with Lockton Affinity. Rocky Mountain is the company with the employee health insurance plan. There will be another increase this year. Janet is looking into Anthem BCBS and meeting with the Home Loan broker. The audit is set for August 21-23 with Dave Patterson of Soronen, Donley & Patterson CPA's. There will be a B.O.D. half day training class in late fall presented by HFHC.

Construction – Scott reported building permit fees went up. Currently Jim is developing standard colors. Home Depot Donations are being recorded by Jim upon pickup. Hopefully there will be another clean & organization day/s to get rid of the trailers. New Landscaper to address the needs of grass & weeds.

Family Selection Committee – The Family Selection committee did not meet in July. However, it was noted there is one application in the pipeline. Getting more calls due to PSA's that have been running. Working towards having extra families in the pipeline so there is a constant flow of families & building.

FIAT Committee- The FIAT committee will be helping with NC dedication as well the prep/clean prior to dedication.

Family Support Committee – Jill reported on the “NC” & “PC” families and their sweat equity hours. Please refer to the department report behind Tab 6 for the details. Both of the families did more hours than required. PC family was assigned in three short months. NC has reached her 500 hours and can reduce her monthly required hours. NC has picked out her lighting for her house.

ReStore Advisory Committee – Alice reported that Habitat will be selling Herberger's Community Day books. There will be more details to come. We had a donation of 71 solid doors if anyone is looking for a door. CMU dropped off more dorm furniture. We are still continuing to get a big donation of “Trek” bikes for sale. Barb is still looking for a driver. Barb is continuing to do a good job in shifting employees & shifts to make sure everyone's area is covered. The drop off of donations might not be accurate due to the volunteers being busy and forgetting to record donations that don't want a receipt.

Public Relations Committee – Doug reported that we are working with Neon Desert Designs to redesign our website and Jen will be able to maintain our website. We are currently marketing D51 to see if we can generate interest for new homeowners. Currently we are doing a fund raiser with the “door project” to open the door to home ownership. A Board Build was discussed and if there is a need then one will be scheduled. Currently the schedule is full.

Volunteer Advisory Committee – Laura stated that volunteer numbers are down. Kirk is going to try & target students. There will be potlucks for core volunteers. There will be a volunteer recruitment fair at Mesa Mall in September.

Department Reports – (Tab 6) Janet stated that most things were covered 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, Laura made a motion to adjourn the meeting & Justin seconded. Meeting adjourned at 8:40 a.m.

Respectfully submitted,

Janet Brink