

**Habitat for Humanity of Mesa County
Board of Directors
January 11, 2018 Minutes**

Location: HFHMC ReStore Conference Room

Board Members Present: Laura Cartwright, Jill Crone, Pam Francil, Linda Kochevar, Rob Jenkins, Lisa Martin, Justin Menge, Scott Sorenson

Guest Introduction: N/A

Board Member/s Absent w/proxy: Doug Sorter (Justin Menge), Alice Young (Pam Francil)

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

Justin called the meeting to order at 7:01 a.m. and Jill Crone offered the opening prayer.

Board Minutes – (Tab 1) Justin asked if everyone had reviewed the minutes from the December 7th, 2017 board meeting and if there were any additions or corrections. A motion was made by Lisa to approve the minutes and Laura seconded the motion. The Board of Directors “approved” the December 7th, 2017 minutes.

Benchmarks – (Tab 2) Linda reviewed the benchmarks and discussion ensued. The ReStore continues to cover all of the expenses which are fairly constant at 49% even though sales fluctuate. There was a discussion concerning the new tax rules on charitable giving and how it might affect HFHMC. Benchmark # 7 was up due to the employee Christmas bonuses. It was noted that there was a homeowner transfer (new line item) on December 29, 2017. A motion was made by Pam to approve the benchmarks as presented & Rob seconded the motion. The Board of Directors “approved” the December 2017 Benchmarks.

Financials – (Tab 3) Linda reviewed the Balance Sheet & Statement of Activities and noted the accounts receivable and accounts payable (we currently have 3 houses in different stages with one about to close). Justin discussed Mortgage Receivables from our homeowners on the Balance Sheet. The Income Statement was noted. A motion was made by Rob to accept the financials as presented & Lisa seconded the motion. The Board of Directors “accepted” the December 2017 financials.

Delinquencies – (Tab 4) Janet reported on the delinquency report which has one homebuyer. Janet has made contact and the homeowner had been in an accident and is now back to work and has taken care of the payment.

COMMITTEE REPORTS

Executive Committee – Justin reported that a homeowner whose loan was sold to CHFA (still under HFHMC) wants to attach a lien to house. They will need to pay the house off as well as the ESA amount and are free to re-finance and take out the equity with a new home loan. Justin also reported that our tenant in Condo A & Condo B was starting to put up signage that was not approved. The Executive Committee is reviewing another plan that Justin Stevensen with Sustainable HOGS is submitting. He must also hire a professional sign company to apply for a permit from the City of Grand Junction and do the installation as well as the remove the letters and repair the building.

Construction – (Tab 5) Scott reported that the spec house at 379 Wedgewood is in the interior work stage. The spec house at 382 Wedgewood is ready to have the trusses installed. Both of our current families will be ready to site assign to these houses by the end of January. There will be two new spec homes (380 & 378 Wedgewood) plans that will be presented at the

February construction meeting. Janet will be submitting Application Review request to the City of Grand Junction this month. Phase III will have 25 Lots plus the 5 Lots from Phase II that were dropped and pushed to Phase III so a temporary road did not need to be developed. Please refer to the site map behind **Tab 5** for location of the spec homes.

Family Selection Committee – The committee met on December 27th, 2017 and reviewed and recommended two families to present to the Board of Directors. Justin presented the “LV” family (size 3) and discussed the Need, Willingness to Partner and Ability to Pay (Debt to Income in line). Pam made a motion to accept the “LV” family and Rob seconded the motion. The Board of Directors approved the “LV” into HFHMC’s homebuyer program. Justin presented the “JK/RM” family (size 2 w/1 addition on the way) and discussed the Need, Willingness to Partner and Ability to Pay (Debt to Income in line). Lisa made a motion to accept the “JK/RM” family and Laura seconded the motion. The Board of Directors approved the “JK/RM” into HFHMC’s homebuyer program. Janet will have both families sign their *Letters of Acceptance* on February 1, 2018.

FIAT Committee- Janet reported that the committee completed the Sheepherder project at First United Methodist Church along with Alpine Bank. The “PC” dedication was well attended on Friday, December 29th, 2017. The committee will be helping with the Mission Fair is at First Presbyterian Church on January 28th and the food drive to benefit Food Bank of the Rockies on February 3rd at the Safeway Store in the Redlands.

Family Support Committee – Jill reported the “NG” family is on track for completing 150 hours to site assign; which will be happening on January 23, 2018. The “KM” family is also on track from completing 150 hours to site assign and that will happen by the end of January. Please refer to the department report behind **Tab 6** for the details of the family’s sweat equity hours. We have a total of 4 families in the program with the 2 new ones that were approved earlier in this meeting.

ReStore Advisory Committee – Alice was absent with Proxy. Janet reported on December sales and that Barb designed a report to help her track daily sales and where they are for the month and reaching the goal. The ReStore staff is now doing hold tickets on items until the end of the day. This seems to be helping with the return issues. Barb continues to monitor prices. The driver we hired did not work out. Barb will continue to look to fulfill that position.

Public Relations Committee – Jill reported that we are advertising in the Daily Sentinel Coupon book which has a 25% discount coupon of entire purchase. Charter/Spectrum will start to run our new ReStore commercial in January. “PC’s” dedication had great media coverage. Janet handed out the construction lunch schedule and asked Board members to sign up for a third Saturday of a month. Kirk will do a reminder call to you the week of your scheduled lunch commitment.

Volunteer Advisory Committee – Laura reported that the 2017calendar year had a total of 1035 Volunteers that contributed 28,769 hours to our mission which had an economic impact value of \$747,832.00 (Independent Sector 2106). Kirk is still looking for companies that participate in employees “paid” time off to volunteer. Habitat is registered with the Liberty Mutual annual employee service program which runs from April 30- May 11, 2018. If Habitat is accepted Kirk is planning a clean-up work day at the job site on May 2, 2018.

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

Justin called for any other business before adjournment. Hearing no other new business, Laura made a motion to adjourn the meeting & Rob seconded. The January Board of Directors meeting adjourned at 8:39 a.m.

Respectfully submitted,
Janet Brink