

Habitat for Humanity of Mesa County
Board of Directors
September 13th, 2018 Minutes

Location: HFHMC Restore Conference Room

Board Members Present: Pam Francil, Minde Harper, Rob Jenkins, Linda Kochevar, Justin Menge, Isaiah Quigley, Scott Sorenson, Doug Sorter, and Alice Young

Guest Introduction: Erin Doebele

Board Member/s absent w/proxy: Lisa Martin (Linda Kochevar)

Board Member Absent w/Excuse: Jill Crone (out sick)

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

Justin called the meeting to order at 7:33 a.m. and Rob offered reflective time by Edward Abbey, "Desert Solitaire".

Board Minutes (Tab 1) – Justin asked if there were any additions or corrections to the August 9th, 2018 board meeting minutes. Having heard none, a motion was made by Rob to approve the minutes and Doug seconded the motion. The Board of Directors "approved" the August 9th, 2018 minutes.

Benchmarks (Tab 2) - Linda reviewed the August benchmarks. The ReStore sales were great. We are still in the high construction season for costs. August payroll numbers were escalated due to August being a 3 month payroll month. Linda noted total contributions were good. A motion was made by Isaiah to approve the August benchmarks as presented & Alice seconded the motion. The Board of Directors "approved" the August 2018 Benchmarks.

Financials (Tab 3) - Linda reviewed the Balance Sheet and noted that Press One paid their taxes and were going to pay their Finance Charges over the next 10 months and code them as a donation for a good will gestor. Account 2150-00 did not have the reversal for June and Janet will look into the correction. We are still making double payments on our bank loan. Linda discussed Program Income (4201-00), Computer Expenses/Provelocity (5149-00), Payroll (5530-00) and Store Supplies (5610-00). A motion was made by Rob to "accept" the August financials as presented and Minde seconded the motion. The Board of Directors "accepted" the August 2018 financials.

July 2018 Delinquencies (Tab 4) – None

Strategic Master Plan Review – Justin wants to develop a 3-5-10 year master plan. A fundraiser sub-committee with a different name was discussed. If you are interested in joining please contact Justin. Lisa's idea of adding the ReStore as a topic to the goals was mentioned. It was suggested we investigate the Parade of Homes and see if it might be a good fit. There was also discussion about a "Tough Guy Do It Yourself" clinic that could be advertised for women to send their men to. It could be a twist on Women's Build. Rob also mentioned that the Art Center struggled when trying to hire a contract employee for fundraising so make sure to have an accurate job description when hiring for this position.

COMMITTEE REPORTS

Executive Committee –Justin stated the following items were discussed at the September 5th Executive Committee Meeting:

1. We are not buying Kim Wheeler's house (2848D Kennedy) in the Camelot sub-division. She is moving to Utah for a career change. She will list with a relator and Janet will work on the ESA payoff amount.

2. Press One has paid their taxes and has worked on a 10 month pay off of Finance Charges.
3. Tenants lease is over October 27th, 2018 and we haven't received anything from them as far as their intentions (lease says 60 days' notice). They have currently rented below market rate and pay no property taxes. Isaiah will work with Janet to send a certified letter if they are vacating or renewing the lease with a different contract. Janet will contact Lois Dunn to run comps in the area to advertise to new tenants prior to leaving on vacation and have them sent to Justin and Isaiah.
4. Home Depot Good 360 contract has ended prematurely because all of the Home Depots have dropped the program. Janet will be looking into Bed, Bath & Beyond as a new acquisition Good 360 partner.
5. Kevin Chesney has resigned from the Family Selection Committee. They meet quarterly and Minde has agreed to join that committee. Janet will send out the invitation for the October 1st, 2018 meeting.

Construction – Scott reported that Janet signed up for a large donation from Valspar Paint from the Gifts in Kind web-site and Lowe's will tint the paint for free per Jim. Scott noted the neighborhood meeting for Phase III will be on Wednesday, September 26th at 6:00 pm at Pear Park Elementary School. The Phase III appraisal was valued at \$105,000.00. Scott also mentioned that the Viscaina home will possibly close late October. Rob mentioned that there has been tagging issues and to give Jim a heads up.

Family Selection Committee – The next meeting will be Monday, October 1, 2018 due to Janet's vacation schedule.

FIAT Committee- They will be helping with the three dedications over the next few months. Sue Keddy (Alpine) will be doing a bake sale on Friday, October 26th at Alpine Bank (downtown) for employee scholarships to the March 2019 Women's Build.

Family Support Committee – Janet reported that all of the families are in compliance with sweat equity hours and are up to date with their education classes and are keeping on schedule for completion.

ReStore Advisory Committee – Alice reported that the ReStore hit their monthly goal plus some. The CMU students and faculty received a 20% discount in August and September. The Anniversary Sale will be Friday and Saturday, October 12th & 13th with a 50% off discount. Alice asked everyone to think about volunteering one of those days. The book area will be expanded after the anniversary sale and will have a reading nook as well. Jen will advertise the opening on social media.

Public Relations Committee – See Department Report behind Tab 5 (Jill out sick).

Volunteer Advisory Committee – Minde reported the Volunteer Advisory committee met on September 5th, 2018. There will be a volunteer appreciation breakfast at the job site for all volunteers on Friday, September 28th at 8:00 am. Maryfrancis is updating all of the Volunteer boards in the ReStore and is also starting the Volunteer of the Month program again. The committee is still exploring where to recruit more volunteers and some ideas were the VA and the School District to see if students are still required to do service hours before graduation. Maryfrancis has revamped the newsletter on Mail Chimp. Please see Janet if you would like to sign up. Linda is still having trouble receiving hers.

Department Reports – (Tab 5) Janet stated that most things were covered during the meeting but feel free to take the August reports with you.

Upcoming Event Schedule- Noted

Justin called for other business before adjournment. Hearing no other new business, Minde made a motion to adjourn the meeting and Scott seconded the motion. The September 13th, 2018 Board of Directors meeting adjourned at 8:55 a.m.

Respectfully submitted, Janet Brink