

**Habitat for Humanity of Mesa County**  
**Board of Directors**  
**April 11<sup>th</sup>, 2019 Minutes**

**Location:** Restore Conference Room

**Board Members Present:** Micah Adams, Erin Doebele, Pam Francil, Minde Harper, Rob Jenkins, Lisa Martin, Justin Menge, Jill Ruckman, Scott Sorenson, Doug Sorter and Alice Young

**Absent w/Proxy Votes:** Isaiah Quigley (Justin Menge)

**Absent w/out Proxy:** Linda Kochevar

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

Justin called the meeting to order at 7:35 a.m. and Rob offered the opening prayer thoughts of “Befriending Life”.

**Board Minutes (Tab 1)** – Justin asked if there were any additions or corrections to the March 14<sup>th</sup>, 2019 board meeting minutes. Having heard no corrections a motion was made by Rob to approve the minutes and Doug seconded the motion. The Board of Directors “approved” the March 14<sup>th</sup>, 2019 minutes.

**March Benchmarks & Financials (Tab 2)** - Erin reviewed Items 1-7 of the March benchmarks with remarks on Restore Revenue, monitoring the expenses (which are down), Waldeck contribution, HFHC grant and the payroll average. It was noted the O’Gary house (376 Wedgewood) closed in March, 2019. Erin reviewed the Balance Sheet with notes on construction in progress amounts and the Burrows mortgage which will be added back in at some point. Erin discussed the Statement of Activities and the Income Statement with attention to contract labor expense; the workman’s compensation insurance decrease and travel expenses to the HFHI Atlanta conference. The budget is better than expected. Justin asked if there were any questions or concerns and hearing none, a motion was made to “accept” the March 2019 Benchmarks and Financials as presented by Lisa and seconded by Minde. The Board of Directors “accepted” March 2019 Benchmarks and Financials.

**March 2019 Delinquencies– None**

**Strategic Master Plan Review (Tab 3)** – We are on track to build 4 homes this fiscal year. Fundraising this month is the jewelry show party at the ReStore on Thursday, April 18 from 5:30 to 7:30 p.m. Lisa and Erin are working on the ReStore strategic plan with a separate committee of the ReStore.

**COMMITTEE REPORTS**

**Executive Committee** –Justin stated the committee met on April 3<sup>rd</sup>, 2019 and discussed the following:

1. The Condo A & B listing is now with Robin Brown at GJEP who sent it to the BLM in case Grand Junction is where they move.
2. The Burrows Deed in Lieu will be completed in April, 2019.
3. Carol Keffer, Administrative Assistant is moving to Texas and Janet will need to replace.
4. Efrem Carrasco, the new construction manager has started.
5. Kim Moore’s fence is still an issue. Rob Jenkins and Janet will be meeting with the City of GJ and Ms. Moore on April 11 at 3:30 p.m. to discuss the city’s code.
6. CHFA has reported they will spend \$1-2 million in repurchasing loans. Janet will work with Karen at HFHC on this process and try to sell \$300,000 in loans using the Camelot I & II sub-division.

**Construction** – Scott reported the committee met on April 1<sup>st</sup>, 2019. The committee welcomed Efrem since it was his first day. The storage sheds were moved for the City of Grand Junction compliance for the Viscaina, Lewis and O’Gary homes with a cost of \$300 that HFHMC took care of. The AG house at 3044 Arna has been approved and we are waiting on a new sub to dig the foundation. This house has the storage area incorporated into the foundation plan. It will have an outside entrance and the homeowners with this type of storage will not be able to put another storage shed in the backyard. Bruce Phillips is helping with Phase III application criteria and we are also waiting on the surveyors report. Water Quality Permits and storm water discharge plan with changes were discussed along with the Drainage District Fees. **(Map –Tab 4)**

**Family Selection Committee** – Justin reported the committee met on April 8<sup>th</sup>, 2019 and reviewed the applications for two families. The families did not meet the Ability to Pay (Debt to Income) criteria and were not accepted. One family will be encouraged to reapply in six months with some correction action in a finance area.

**FIAT Committee** – Janet reported the committee did not meet in April, 2019.

**Family Support Committee** – Alice reported the committee met on April 9<sup>th</sup>, 2019 and all of the families completed their sweat equity hours for March 2019. The VC and EE families will site assign in April, 2109. The RS family only needed a prorated amount of 12 hours but completed 30.25 for March. Education classes are scheduled for April. Lisa Martin will teach the Stress Management class. Kirk is processing 3 more homeowner applications at this time.

**Finance Committee** – Erin will get with Linda and set up the budget meeting soon. We always present the budget in July for final approval so that we have 12 months of true data.

**ReStore Advisory Committee** – Alice reported the ReStore committee met on April 3<sup>rd</sup>, 2019. The ReStore made their numbers with the help of Manager Specials of recliners and book sales. Still organizing the store and have combined all of the lighting in one area. We had damage to the big truck with a hole that didn’t go all the way thru at the very top back corner and also a break in in the outside storage area where two snow blowers were stolen. The Ariel condo (next door) installed fiber optic and the gas line (on our property) was nicked. They closed our drive-thru down for the day to repair the line and the asphalt they had to cut. We are going to start carrying new mattresses soon. Roaring Fork has done it for a few years and has had success with it. The Anniversary sale is planned for October 11<sup>th</sup> and 12<sup>th</sup>, 2019.

**Public Relations Committee** – Jill reported the Public Relations committee met on April 5<sup>th</sup>, 2019. The Jewelry Party is Thursday, April 18<sup>th</sup>. Please RSVP if you plan to attend. Women’s Build Day is Saturday, May 11<sup>th</sup> from 9 am till 2 pm and the cost is \$40. You may register and pay on the Habitat web-site. Lowe’s and Boise Cascade are joint sponsors. Jen will be running a coupon special with the Daily Sentential in the fall for a discount to the ReStore. Our social media numbers are still trending okay. Janet signed up for Good 360 with Bed, Bath & Beyond. All of the donations will be given to new homeowners at the dedication of their homes.

**Volunteer Advisory Committee** –Minde reported the committee met on April 3<sup>rd</sup>, 2019. The Volunteer banquet is scheduled for Saturday, April 13<sup>th</sup> at 6:00 pm at the Canyon View Church. The committee is discussing different sources to recruit more volunteers. The number of volunteers and hours are declining. The Volunteer Newsletter is popular when it features the “Volunteer of the Season”.

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

#### **Upcoming Event Schedule- Noted**

Justin called for other new business before adjournment. After hearing no other new business, Minde made a motion to adjourn the meeting and Lisa seconded the motion. The April 11<sup>th</sup>, 2019 Board of Directors meeting adjourned at 8:40 a.m.