

**Habitat for Humanity of Mesa County**  
**Board of Directors**  
**June 6<sup>th</sup>, 2019 Minutes**

**Location:** HFHMC Restore Conference Room

Board Members Present: Micah Adams, Erin Doebele, Minde Harper, Lisa Martin, Justin Menge, Isaiah Quigley, Jill Ruckman, Scott Sorenson, Doug Sorter, Alice Young

Board Members Absent: Pam Francil (Alice Young); Rob Jenkins (Justin Menge); Linda Kochevar (Erin Doebele)

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

Justin called the meeting to order at 7:33 a.m. and offered the opening prayer.

**Board Minutes (Tab 1)** – Justin asked if there were any additions or corrections to the May 9<sup>th</sup>, 2019 board meeting minutes. Having heard a small grammatical correction in the committee reports (#5) a motion was made by Lisa to approve the minutes (with correction) and Alice seconded the motion. The Board of Directors “approved” the May 9<sup>th</sup>, 2019 minutes.

**May Benchmarks & Financials (Tab 2)** –Erin reported on Items 1- 7 of the May benchmarks with remarks on the Restore Revenue which is slightly below the goal but maintains a good yearly average. Janet and Barb are still monitoring the expenses. The operating checking account benchmark (#3) is lower but monitoring. All of the other benchmarks appear to be standard and no concern at this time. The Balance Sheet is showing a good cash position. Theresa still needs to adjust the Anschutz grant (\$7,500) for a prior period. May contributions were down, but we are anticipating the Waldeck contribution in June/July. The Income Statement was discussed with attention to Building Maintenance costs and the GV Drainage District refunds. Justin asked if there were any questions or concerns and hearing none, a motion was made to “accept” the May 2019 Benchmarks and Financials as presented by Isaiah and seconded by Minde. The Board of Directors “accepted” May 2019 Benchmarks and Financials.

**May 2019 Delinquencies – None**

**Strategic Master Plan Review (Tab 3)** – Justin noted the strategic plan would be discussed at the “Annual” Board Meeting which follows this meeting.

**Appreciation Moment** – Justin thanked Doug for his years of service to Habitat for Humanity of Mesa County and presented him with some parting gifts. Doug has been on many committees and served as Vice President, President and Past President. He has been a great asset to our organization and will be greatly missed. Justin also recognized Pam and Linda for their years of service even though they were not in attendance at this meeting.

### **COMMITTEE REPORTS**

**Executive Committee** –Justin stated the committee met on June 5<sup>th</sup>, 2019 and discussed the following:

1. Jen has resigned and her last day was the end of May. Janet is working on a plan to restructure her position.
2. The Condo Units (A & B) have been shown numerous times to Ariel services. They are interested in potentially purchasing units instead of leasing. Discussion was held regarding addressing the water tap issue if we were to sell the unit/s. Need to consider creating covenants if we sell. The Board of directors agreed to consider selling. Janet will contact Lois Dunn (realtor) to get comps. Isaiah will help with the contract which will specify a 1% commission to each realtor for a finder’s fee.

3. Break in at the tool trailer over Memorial Day weekend on the jobsite and there was a high loss of tools. Our deductible is \$5,000. Efrem is in the process of purchasing new tools and keeping a current inventory.
4. HFHMC might lose their eligibility for the EZ tax credits next year. The program has been difficult with lots of denials. This will also determine the re-hire of an affiliate administrative staff member.

**Construction Committee** – Scott reported the committee met on June 5<sup>th</sup>, 2019. Weather has caused delays on 3044 Arna and will not make the June closing. All construction focus is on this house to get it completed. The Schultz family will be site assigned to 388 Wedgewood. A list has been made on what the needs of the rehab project will be and a building permit will not be required. The Williams house (378 Wedgewood) is still having water issues in the crawl space. Janet and Scott talked to the homeowner and discussed some things to watch for. We walked the property across D road and inspected some ditches as well. Ms. Moore and the committee came to a compromise on the three fence options presented. She will be painting the white fence brown to match the six foot back fence. Justin will draft a letter outlining the agreement. The HOA is looking into hiring a management company to handle the HOA as well as looking at the CCR's to have changes. The Phase III application is being submitted today to the City of Grand Junction. **(Map –Tab 4)**

**Family Selection Committee** – Justin reported there wasn't a May meeting.

**FIAT Committee** – Currently the committee is reorganizing.

**Family Support Committee** – Jill reported the committee met on June 4<sup>th</sup>, 2019 and that all the families are doing well and have met their hours. The Schultz family has met the minimum hours (150) and is ready to site assign which is scheduled for Saturday, June 29<sup>th</sup>, 2019.

**Finance Committee** – Erin reported the Finance Committee met on May 16<sup>th</sup>, 2019 and developed the 2019-2020 Budget which will be discussed at the "Annual" Board Meeting which follows this meeting.

**ReStore Advisory Committee** – Alice reported the ReStore committee met on June 4<sup>th</sup>, 2019. The ReStore did not make their numbers this month but did better than the May 2018 numbers. The mattress sales haven't gone as anticipated but it is still too early to tell and Barb will continue to push out on Facebook and in-store advertising. Barb is still planning on purchasing paint supplies for resale at the ReStore. Lisa's ReStore Strategic Plan is listed behind Tab 3 and will be discussed at the "Annual" Board Meeting which follows this meeting. The driver assistant is on workman's comp due to a knee injury while loading a freezer. The employee was released by physician to report back to work the next day with modified duties.

**Public Relations Committee** – Jill updated the Board of Directors that the committee didn't meet in June. Women's Build had seventy-five (75) people attend the event (volunteers, staff, and participants). Upcoming events will be the Exit 42 concert at the Botanical Gardens on Friday, August 23 with Morgan Krause opening. The next fundraiser after that will be the GJ Pipe golf tournament in September, 2019 followed by Colorado Gives Day in December, 2019.

**Volunteer Advisory Committee** –Minde reported the committee met on June 5<sup>th</sup>, 2019. The number of volunteer hours has increased in May, 2019 from May, 2018. The committee is looking into hosting some events (baby picture contest, dessert day) to create a fun environment.

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

**Upcoming Event Schedule- Noted** Justin called for other new business before adjournment. After hearing no other new business, Lisa made a motion to adjourn the meeting and Minde seconded the motion. The June 6<sup>th</sup>, 2019 Board of Directors meeting adjourned at 8:18 a.m.