

Habitat for Humanity of Mesa County
Board of Directors
July 11th, 2019 Minutes

Location: HFHMC Restore Conference Room

Board Members Present: Micah Adams, Erin Doebele, Minde Harper, Rob Jenkins, Lisa Martin, Isaiah Quigley, Jill Ruckman, Scott Sorenson, Alice Young

Board Members Absent: Justin Menge

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

Alice called the meeting to order at 7:32 a.m. and Rob offered the opening prayer “Breathing In and Breathing Out”.

Board Minutes (Tab 1) / Annual Board Minutes (Tab 2) – Alice asked if there were any additions or corrections to the June 6th, 2019 board meeting minutes and annual board meeting minutes. Having heard none a motion was made by Minde to approve the minutes and Lisa seconded the motion. The Board of Directors “approved” the June 6th, 2019 Board meeting minutes and the June 6th, 2019 Annual Board meeting minutes.

June Benchmarks & Financials (Tab 3) –Erin reported on Items 1- 7 of the June benchmarks with remarks on the Restore Revenue which maintained all of the expenses. Janet is expecting the Waldeck fund in July. Erin reported the Balance Sheet is showing that cash is up from last year. Erin discussed Receivables (1201-00), Unamortized Mortgage Discounts (1602-00) and Credit Cards (2010) which had some false charges that Janet was able to clear up. Erin reviewed the Statement of Activities, Income Statement and the Profit and Loss report. Alice asked if there were any questions or concerns and hearing none, a motion was made to “accept” the June 2019 Benchmarks and Financials as presented by Rob and seconded by Isaiah. The Board of Directors “accepted” the June 2019 Benchmarks and Financials.

July 2019 – June 2020 Budget (Tab 4) Erin presented the final budget showing 12 months of completed financials. After review and discussion Minde made a motion to “approve” the July 2019 – June 2020 annual budget and Rob seconded the motion. The Board of Directors “approved” the annual budget.

June 2019 Delinquencies (Tab 5) – There was one homeowner on the list but has since taken care of their mortgage by the time of the Board of Directors meeting.

Strategic Master Plan Review (Tab 6) – We are on target to build 4 homes and rehab one home. Phase III (item IV) of the strategic master plan was discussed and the timelines. Janet has hired a staff member “Marie Mitchell” who has a background in fundraising, graphic design and events. Lisa reported on the Restore 2019 Strategic Plan which is on the next page. She discussed the mission statement as well as the strategy steps which all staff member and volunteers will help with and be accountable for. There will be a Board member orientation and Janet is trying to set a date for new Board members. Janet will pick some dates and sent out to see what works for everyone and get it scheduled sometime during the fall.

COMMITTEE REPORTS

Executive Committee –Alice stated the committee met on July 3rd, 2019 and discussed the following:

1. The meeting time is still on the first Wednesday of the month but will be moved from 7:30 am to 11:30 am
2. Owen Corning is donating roofing material for 8 homes and will be shipped from Denver which HFHMC will pay for shipping. Janet and Efrem met them at the ABC Founders luncheon and Owen Corning had a booth set up.
3. Still working on finding a tenant for Condo A/B. Rob suggested we re-evaluate our signage requirements, parking and common interest before we commit to a tenant.
4. CHFA will be buying 8 of HFHMC's mortgages. Janet has a checklist to gather info and Minde will help. They will be attending a webinar on process.
5. EZ tax credits will sunset at the end of 2019 and will no longer be offered.
6. HOA meeting. We have an interview with a potential manger to take over the management of the Hoffman Country Estates HOA.

Construction Committee – Scott reported the committee met on July 10th, 2019. The “AG” house at 3044 Arna will try to close mid-August. The house should be done at the end of July. The foundation is formed for 3042 Arna. The house at 3049 Arna is set for a framing inspection next Wednesday. There are four groups from Community Hospital scheduled to build over the next two days. The house at 388 Wedgewood has been site assigned to the RS family. This is a rehab house and should go quickly. The house at 398 Wedgewood has had some water issues in the crawl space. Scott did an inspection of the house earlier. The committee did inspect the ground around the common area beside 398 Wedgewood and talked with Scott Peterson from the City of Grand Junction. Vera Zolner might need to have her irrigation pipe inspected/cleaned as well. There might be a need for a berm and a drain in the common area to be built. The committee met out at the Hoffman sub-division to have another neighborhood meeting for Phase III. No one attended other than the committee members and Scott Peterson from the City of Grand Junction. **(Map –Tab 7)**

Family Selection Committee – Janet reported the committee met on June 24th, 2019 and reviewed and recommended one family to present to the Board of Directors July meeting. Janet presented the CM/SM family (Husband, wife, toddler and newborn) and discussed the Need (currently renting a room), Willingness to Partner and Ability to Pay (Debt to Income are acceptable). Isaiah made a motion to accept the “CM/RM” family and Lisa seconded the motion. The Board of Directors approved the “CM/SM” family into HFHMC/s homebuyer program. This makes the 3rd family out of 4 available spots for this coming fiscal year.

Family Support Committee – Jill reported the committee met on July 9th, 2019 and that all the families are doing well and have met their hours. The Schultz family has met the minimum hours (150) and site assigned on Saturday, June 29th, 2019. Please refer to reports behind Tab 8 if you would like to see the overall progress of the families.

ReStore Advisory Committee – Alice reported the ReStore committee met on July 2nd, 2019. The ReStore did not meet the sales Benchmark. Mattresses are not selling like we anticipated. Barb is considering purchasing some twin sizes since we have the sample ones and customers want to buy them. The paint supplies are here and being set up. The prices are great due a distributor from California that supports Habitat ReStores. The ReStore in Glenwood has had great success and gave us the contact. Lisa stated the Restore Strategic Plan committee has developed their mission statement which is behind Tab 6. The truck schedule will change and will no longer do residential pickups but maintain acquisitions and deliveries on Fridays. The ReStore is receiving their abundant summer donations and we need more help in the processing areas this time of year.

Public Relations Committee – Jill reported the committee met on July 9th 2019. There was good press coverage in the Business Times, Daily Sentinel (Women's Build and Legislative Build (front page). Kirk wrote an article for the Daily Sentinel for HFHMC being in business since 1991. The concert will be on Friday, August 23rd at the Botanical Society with Exit 42 and Morgan Crouse (opening act). The PR committee will be meeting every other month starting in August.

Volunteer Advisory Committee –Minde reported the committee met on July 3rd, 2019. YPN shared the Habitat mission and did fundraising on their website. We will be receiving a check for \$500. Marifrances presented at the Newcomers Club. There were 16 volunteers who attended orientation. Marifrances is working with Collbran Job Corp volunteers to bring them in again. There is a baby picture contest so submit your photo to Marifrances. There is a summer desert day on July 18th at the Restore. There were four group builds with 47 participants who did a total of 203 hours for June.

Department Reports – (Tab 8) Janet stated that most things were covered during the meeting but feel free to take the June reports with you.

Upcoming Event Schedule- Noted Alice called for other new business before adjournment. After hearing no other new business, Lisa made a motion to adjourn the meeting and Erin seconded the motion. The July 11th, 2019 Board of Directors meeting adjourned at 8:38 a.m.