

**Habitat for Humanity of Mesa County
Board of Directors
June 29, 2023-Minutes**

Location: ReStore Conference Room

Board Members Present: Minde Harper, Micah Adams, Isaiah Quigley, Lisa Martin, Erin Doeble, Sandra Rogers, Jason Hensel, Milton Arroyo, Nevin Carlson, Brittany Lauer and Darah Galvin

Board Members Absent: None

Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:35 a.m and Lisa offered the opening reflection. Minde volunteered to do the May 2023 reflection.

Prior Month Minutes- The board reviewed and approved the prior month minutes via motion made by MA and seconded by ED.

Benchmarks & Financials- Erin reported the financials for the prior month. Strong income from store. Operational Expenses are up slightly. Hovering around \$60,000 for operational payroll. We altered the allocation of payroll between construction versus admin payroll. IRA participation has resulted in about a \$10K annual expense.

Income Breakdown: Contributions 11% Program 44% Grants 4% Restore 40%.

Balance Sheet reveals strong cash position \$1.2M. Page 2 has entry 2110 which is odd only because of the timing of payroll. Account will clear in June. Operational checking reducing as a result of construction increases. We have completed 4 home transfers. Restore is within \$12K of prior year income figures. Contributions up \$63K from last year. Waldeck and a Large Gift in May (IRA beneficiary for a little less than \$20,000) are primary drivers.

The Board "accepted" the financials via motion by MA and second by DG.

New Business-

Delinquencies: NC, SB and KC late again. Letters will go out.

Habitat 2.0 "Phase In" options discussed. Inclination is to go with Path 2.

Condo May rent not received. June was received. Tenant will cure.

Lisa and Jason's final meeting.

COMMITTEE REPORTS

Executive (MH Presented)

Faren's house discussed. C&Q has been authorized to enter into PR as Creditor and to force sale. Board Fund Raising Options Discussed. Jerry has removed all trailers.

Construction Committee (MA Presented)

Assignment of Copy Rights Addressed. Rezone lead by DG. Aug. 16th is the City Council Meeting. Bob Wilson land update. 28 Road location. General Meeting with City posed significant problems with utilities. Unlikely.

Homeowner Selection Committee (MH Presented)

One approved by board over email presentation. This filled last spot for current build year.

Homeowner Support Committee (MH Presented)

All homeowners met hours.

Amber requested absence through August due to medical issue. Options addressed to resolve timing issue.

Public Relations Committee (SR Presented)

Signage for ReStore being pursued. National Guard efforts discussed.

Volunteer Advisory (DG Presented)

We had 114 hours volunteered.

Fundraising Advisory (M. Arroyo Presented)

Ale house brew fest results still pending. Thank you cards, circulated. Groundworks, Bray Cares and Guild are Build Sponsors.

SR moved to adjourn the monthly meeting and it was seconded by Micah and the meeting closed at 8:40 am by approval of all board members.

**Habitat for Humanity of Mesa County
Board of Directors
May 18, 2023-Minutes**

Location: ReStore Conference Room

Board Members Present: Minde Harper, Micah Adams , Lisa Martin, Erin Doebele, Milton Arroyo, and Brittany Lauer

Board Members Absent: Isaiah Quigley, Sandra Rogers, Jason Hensel (Proxy: MH), Nevin Carlson, Darah Galvin
Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:35 a.m. and Erin offered the opening reflection. Minde volunteered to do the June 2023 reflection.

Prior Month Minutes- The board reviewed and approved the prior month minutes via motion made by MA and seconded by ED.

Benchmarks & Financials- Erin reported the financials for the prior month.

Benchmarks: April revenues covered operational costs with 76K in ReStore sales, which are trending up. Operational/Checking account met benchmark with 317K balance. #4 benchmark is quarterly at \$22,000. #5 benchmark met. #6 benchmark, income to expense ratio is still high #7 benchmark was slightly over at 58k and #8 mortgage covering cost was met.

Analytics and Ratios: 5% in contributions, 92% ReStore, and 4% Condo rental. Expenses: ReStore and program at 72% and G&A at 26%, and fundraising at 2%. Construction in progress for 3039 was at 31k, with 35k total for all homes currently in progress. Liquidity at 37% (Cash on hand for 467 days of operation).

Balance Sheet: Already reviewed, nothing major to note. Acct 1200-grants \$7500.

Statement of Accounts: Repeats of typical up and downs for this time of year.

Income Statement: Looks consistent for income and expenses.

MA made motion to accept the April Financials as presented. LM seconded the motion. The April 2023 financials were “accepted” by the board of directors.

New Business- Board welcomed new board member, Brittany Lauer. Reviewed delinquencies were caught up through April, expect for inactive FY. Reviewed board participation in fundraising. Discussed that the strategic plan review will be sent out for annual meeting in June. Discussed moving June board meeting to the last Thursday of the month for June due to ED vacation. The board decided to move the June meeting back to the last Thursdays of June.

COMMITTEE REPORTS

Executive (MH Presented)

Faren's house discussed. Executor agreed to put house on the market but no action has been taken at this time. HFHMC staff will continue to look for sale sign to be posted. Discussed financial 2.0 updates, board participation in fundraising, and Chicago summit end of June.

Construction Committee (MA Presented)

Approved SM paint selection. 3039-finishing touches needed w/closing scheduled for end of May. 3037 framing in progress. 3035 and 3033 foundations are poured and framing is scheduled for June when National Guard is helping. Approved KR revised landscaping plan and confirmed she has been reminded several times to use landscape escrow before June 30th.

Family Selection Committee (MH Presented)

No meeting this month.

Family Support Committee (MH Presented)

All homeowners met hours. JL took out line of credit for herself and son for braces. Discussed that this increased her debt to income ratio so she no longer qualifies. Laurel will let her know she needs to reduce the debt in order to remain in program. AP provided medical note for upcoming surgery. DL was site assigned. AD is set to be site assigned in June, as are DC/MC. KM closing end of the month. Financial coaching intro class scheduled for May.

ReStore Advisory Committee (LM Presented)

Sales will go up and down, but things are going well at the ReStore and all items to help increase sales have been implemented.

Public Relations Committee (SR Presented)

Ads planned and continuing with Business Times. Billboard still up. Lots of things in the works.

Volunteer Advisory (LC Presented)

We had 808.95 ReStore hours for the month, with an increase of 113 hours from previous month and 359.36 Construction hours which was a decrease of around 300 hours from previous month. The decreased hours were due to stage of construction which did not have a lot for volunteers to complete. Bray build had 12 people come volunteer and QR codes were given to all homeowners for clocking in and out at jobsite. Weekly group build meetings are now being held to ensure smooth group builds are happening. 2 events planned for May (Ale House and RiverFest).

Fundraising Advisory (M. Arroyo Presented)

Reviewed several grants Laurel has applied for as well as many meetings she has scheduled to increase donors/get sponsors. Reviewed ways for committee to assist in raising funds.

Upcoming Events:

Board Build Day 5/20 @8:30am, lunch provided afterwards

KM Dedication 5/25 @5:30pm

Lisa moved to adjourn the meeting and it was seconded by Milton and the May board meeting closed at 8:57 am by approval of all board members.

**Habitat for Humanity of Mesa County
Board of Directors
April 20, 2023-Minutes**

Location: ReStore Conference Room

Board Members Present: Micah Adams, Isaiah Quigley, Lisa Martin, Erin Doebele, Sandra Rogers, Jason Hensel, Milton Arroyo, Nevin Carlson and Darah Galvin

Board Members Absent: None

Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:30 a.m. and Lisa offered the opening reflection. Erin volunteered to do the May 2023 reflection

Prior Month Minutes- The board reviewed and approved the prior month minutes via motion made by IQ and seconded by MH.

Benchmarks & Financials- Erin reported the financials for the prior month.

Income Ratios: 1.5% Contributions; 45% Program (home sales); 2% Rent Income; 58% Restore

Construction spent just over \$73K; with the primary amounts attributable to 3041 Arna.

Cash is strong but trending down. The cash on hand ratio equates to 471 days.

Mortgage Receivables increased due to recent closing.

After discussing recent truck repair expenses and identifying allocations of categories of expenses specifically involving fundraising, Erin reported no general areas of concern and the board reviewed and accepted the financials via motion to accept made by MA and seconded by LM

New Business-

New Board Application via Brittany Lauer at Ariel. The Board reviewed the application and elected and admitted BL to the BOD on motion made by MA and Seconded by MH.

Delinquencies: SB and KC late but paid March. CE was unexpected late and letter was sent—phone number not working. JG was able to get caught up.

Construction Meeting will take place one week later due to Camp Colorado.

Sharefest is on April 29th starting at 8:30 am . Jobs include window cleaning and fence painting.

Volunteer Appreciation Event Saturday at 1PM hosted by Perdita's.

COMMITTEE REPORTS

Executive (MH Presented)

Faren's house discussed. Expectation is that PR of the estate will engage realtor and sell the home.

DOLA grant approved. Reimbursement Grant.

Kim Moore home update. Addendum to ESA completed.

PNCI is working to repair the front of the store damaged via driver accident.

Construction Committee (MA Presented)

Working on standardizing color selection pallet to be signed by homeowners. Lowes is going to supply carpet going forward. 3039-KM- is about a month out from closing May 25th expected. Losing concrete contractor. 2 concrete pads poured. 1 dig out completed. WCCC designs in and one selection was made.

Family Selection Committee (MH Presented)

No meeting this month.

Family Support Committee (MH Presented)

All homeowners met hours.

Deb and Amber are having surgery in May. Working on restriction analysis to gauge what can and cannot be done before and after medical clearance. All have QR code to track construction hours.

ReStore Advisory Committee (LM Presented)

March was a great month at \$87K in net sales. March donations were way up (90 more than prior month) Management and Organization of the backroom specifically has improved. And pricing complaints have virtually disappeared. Hired one new staff member. New driver, Natalie, Hired. Great reviews. Olivia 1 year anniversary.

Public Relations Committee (SR Presented)

Woman's build took place in March Sentinel flyer went out to promote donations. New sign quotes being procured.

Volunteer Advisory (DG Presented)

We had 1358 hours for March. Up about 200. Construction way up. Grand Mesa Youth Services did 332 hours from 68 people. National Guard scheduled.

Fundraising Advisory (M. Arroyo Presented)

Ale house charity brew was successful in March. And were reselected in May. Sauvage Dominion Line income above wholesale will be donated to HFHMC.

Isaiah moved to adjourn the meeting and it was seconded by Micah and the April board meeting closed at 8:57 am by approval of all board members.

**Habitat for Humanity of Mesa County
Board of Directors
March 16th, 2023-Minutes**

March 2023-Minutes

Location: ReStore Conference Room

Board Members Present: Micah Adams, Isaiah Quigley, Lisa Martin, Erin Doeble, Sandra Rogers, Jason Hensel, Milton Arroyo, Nevin Carlson and Darah Galvin

Board Members Absent: None

Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:31a.m. and Micah offered the opening reflection. Lisa volunteered to do the April reflection.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Erin moved to approve and Sandra seconded the Motion. The Board of Directors "approved" the February 2023 Board meeting minutes.

Benchmarks & Financials- Erin reported the financials for the prior month, the month of February was tough and the benchmark for the restore was not met (by about \$14,000). The operating account is in good standing. Costs exceeded the benchmark. But payroll stayed under the benchmark at \$52,000.

Ratios and Analytics: Ratios for February reveal income being 9% from contributions and 91% from restore. Construction in progress 3041 Arna shows \$37,000 spent; representing the majority of the construction expenses. Total checking remains in strong position at \$1.324M.

Income statement: Account 4204 includes HFHI in kind contribution for appliances. Building maintenance Account 5144 includes \$2800 for emergency repairs. Account 5320 up due to new volunteer software—paid up front for year. Will go monthly after year one. Micah made motion to accept financials, seconded by Darah. Board "accepted" the February financials.

New Business

Delinquencies: NC remains delinquent for February. JG is behind both January and February.

Camp Colorado: Obtained Scholarship. Olivia will be attending as a result.

Safe Guarding Training: Annual training is out and needs to be completed by all. April 30th is deadline. All need to complete prior to next board meeting. Board discussed and decided to wait until July 1st to complete training for future ease of implementation.

Staff Update. Ashley resigned as Office Manager. Hired Venus and will start Monday. ReStore currently hiring for 1 driver and PT house worker.

COMMITTEE REPORTS

Executive (MH Presented)

Ale House Fundraiser--New Belgium Charity Brew proceeds to HFH.
Dedication Thursday 23rd @ 5:15PM.

Construction Committee (JH Presented)

Phase 4 progressing. Waiting on single piece for re-zone from engineering to get up to R-12. The focus is currently on completing 3041 Arna.

Family Selection Committee (MH Presented)

No Meeting.

Family Support Committee (MH Presented)

All homeowners met required hours. DB completed 72 hours--Very motivated.
Requalification process ongoing. Problem with KM Family due to business versus actual income tax reporting.
Discussion to reduce sweat equity obligations. Family support will bring options to Board.

ReStore Advisory Committee (LM Presented)

February was down this month \$66K in net sales. Shorter month and closing due to winter storm contribute. March is already tracking to produce large numbers. New merchandising hire. Clover POS helping with business analytics.

Public Relations Committee (SR Presented)

Annual Report is out. Ad is in business times. Flyer to be inserted in Daily Sent.
Spring cleaning FB sponsored ad being used for Spring Cleaning Ad.
Signage quotes. Illuminated Sign (\$41K). Building Sign (\$1750 for surfacing and \$1500 to add LED).
Board Approved to move forward via motion made by Jason and Lisa Seconded. Board approved building sign. Will hold off on the Pole Sign.

Volunteer Advisory (DG Presented)

300 volunteer hours over February last years. Biz to Biz did a group build and painted Shelia's home.
Division of youth services doing half days in March. 3 completed so far this month.
Woman's build March 25th 12-4pm.
Nat'l Gaurd Construction Unit will be doing week long build.
Software roll out February 2nd. Will have it implemented by end of the month.
2 new volunteers from the new united way platform.

Fundraising Advisory (MA Presented)

Grants in process. \$400K with DOLA. \$400K with Senators.
Wine fundraiser with Sauvage Spectrum in the works.
Ale House Charitable Beer for month of March
Working on tournament planning as fund raiser (Pickleball).

Upcoming Events to Remember

Volunteer Appreciation Day April 22nd
Board Group Build set for April 1st.
Dedication Thursday 23rd@ 5:15 PM.
Woman's Build 25th @12:00 PM

Darah moved to adjourn the meeting and it was seconded by Micah and the March 2023 board meeting closed at 8:58am by approval of all board members.

Habitat for Humanity of Mesa County
Board of Directors
February 16th, 2023-Minutes

Location: ReStore Conference Room

Board Members Present: Minde Harper, Micah Adams, Lisa Martin, Erin Doebele, Milton Arroyo, Jason Hensel, Nevin Carlson

Board Members Absent: Sandra Rogers, Isaiah Quigley, Darah Galvin

Guests: Stephanie Stephenson and Brittany Lauer

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:33 a.m. and Milton offered the opening reflection. Micah volunteered to do the March reflection.

Lisa introduced guests, Stephanie Stephenson and Brittany Lauer from Ariel Clinical Services.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Erin submitted changes and based on recommended changes being made, Micah moved to approve and Erin seconded the Motion. The Board of Directors "approved" the January 2023 Board meeting minutes.

Benchmarks & Financials (January)- Erin reported that revenue covered expenses and sales were up from December but not yet meeting the benchmark. \$432K in account at end of month. Contributions are up with total operating slightly up because Restore sales are still lower. ReStore % Payroll was 59k and above benchmark. Mortgage Received covered by \$9300.

Ratios and Analytics: \$150K Waldeck received so contributions were at 54%. Programs were a little over 70%, General/Admin was 20% and Fundraising at 2%. Construction in progress: 18K spent on 3039 Arna and some expenses still being completed for 3041. Liquidity: 46.24% because of strong cash balance and no high liability. Have 508 days of cash on hand.

Balance Sheet: Cash position \$1.4 million. Talked with bookkeeper about removing the \$50 pending check from balance sheet.

Statement of Activities Trending down on contributions, though Waldeck helped with large annual amount received. Will probably flatten with time.

Income Statement: Contributions- Discussed large increase in contributions already, inkind is also increasing. Will be following up with bookkeeper on a few things regarding allocation. Jason mentioned considering to pay off loan balance to reduce interest payments in future.

Minde requested a motion for the minutes to be approved and Jason made a motion. Lisa seconded the motion. The financial review for January were "approved".

New Business

Delinquencies: NC- Still late but not contacting HFHMC to agree to payment arrangement. Laurel is following up. FY is also delinquent (as expected). Same regular late payers. Letters sent. Should have all January payments caught up soon.

Camp Colorado: Determined who would attend from board and reviewed registration deadline.

Waldeck Update: Laurel informed board that the Waldeck support will be dispersed one time per year moving forward.

Fiscal Safeguards: The board reviewed the fiscal safeguards policy and amended policy to allow ED to be added as a signer. Jason made a motion to add ED as a signer, and Minde seconded the motion. The Board of Directors “approved” adding the ED as an account signer.

Exec in March: Laurel requested to move Exec and ReStore advisory back one week in March due to Habitat event in Denver. The request was agreed to by board.

Board Build: Laurel reminded board about upcoming quarterly board build scheduled for April 1st.

COMMITTEE REPORTS

Executive (MH Presented)

Discussed upcoming Camp Colorado and the board build for April 1st. Laurel is working on several grant opportunities and also reviewed the changes to Waldeck Foundation distribution.

Construction Committee (MA Presented)

5 lots currently underway with 2 containing nearly completed homes. Painting will start soon. Other 3, forms are done for at least 2 of 3. Target is to complete 5 homes this year. Shout out to Brian and Kendrick and all their efforts.

Family Selection Committee (MH Presented)

40 people completed orientations and we passed out 31 application. 11 were completed and returned and 2 have been selected for board review and approval.

#38: 69% AMI and visible damage to home from an attempted break in. Qualify for amount needed for mortgage and meet need requirement as well as debt to income ratio.

#61: 67% AMI and qualify for mortgage amount. Visible need in home and debt to income ratio requirement met.

ED will be holding face to face meetings with each applicant not accepted into the program and resources will be provided. Micah made a motion to approve selected families and Lisa seconded the motion. The Board of Directors “approved” candidates #38 and #61 into the homeowner program.

Family Support Committee (MH Presented)

Committee discussed KM donated hour requirement and determined that the requirement could be waived with all other areas in compliance and family completed additional hours themselves to meet the 500 hour requirement. Also, discussed the implementation of the new software that will be able to replace the paper sweat equity books. The exemption of hours was presented for board vote and Micah made the motion. Lisa seconded the motion and the board “approved” the exemption of required donated hours for the KM family.

ReStore Advisory Committee (LM Presented)

Lisa reported that the ReStore changes are going well. Sales for down from last month but up 15% in January. More deliveries and sales due to setting goals with the staff. Donations were up from staff’s efforts and goal setting as well. Team is working in receiving and there is an increased focus on customer service. Pricing is going well. Volunteers are being utilized in best way possible. Olivia continues to use the strategic plan to set her goals for the store. A lighting theft was discovered and the person has been identified with additional precautions in place to prevent future thefts.

Public Relations Committee (SR Presented)

Christina is working on several tasks related to PR and marketing. Different forms of advertisement have been identified and plan is in place to increase reach in community.

Volunteer Advisory (LC Presented)

Laurel reported that 11 new orientations took place and that April attended the CMU resource fair. A Habitat volunteer page has been created for the new United Way volunteer portal and group builds continue to schedule.

Fundraising Committee (MA Presented)

Laurel continues to apply for available grants and funding opportunities including Caring for CO, WCCF request for funding, and more. The fundraising/sponsorship packet was reviewed and all committee members should start talking to businesses and work towards gaining sponsorships. Reviewed event ideas including pickleball and disc golf tournaments. Micah is talking with disc golf experts to assist with event. Laurel is talking with local winery regarding possible partnership. Next month Habitat is Charity brew of the Month at Ale House.

Minde asked if there was any other items to review. Jason moved to adjourn the meeting and it was seconded by Milton and the February board meeting closed at 9:33am by approval of all board members.

Habitat for Humanity of Mesa County
Board of Directors
January 19th, 2023-Minutes

Location: ReStore Conference Room

Board Members Present: Minde Harper, Micah Adams, Lisa Martin, Erin Doebele, Sandra Rogers, Milton Arroyo Darah Galvin, Isaiah Quigley, Jason Hensel

Board Members Absent: Nevin Carlson

Guests: Bill McDonald

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:33 a.m. and Darah offered the opening reflection. Milton volunteered to do the February reflection.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Isaiah moved to approve and Sandra seconded the Motion. The Board of Directors "approved" the February of 2023 Board meeting minutes.

Benchmarks & Financials (January)- Erin reported that the balance is still strong. 1. Short by about 2K 2. 65K, dipped down for the month 3. Went to below 240K but already back up to 300K 4. Contributions at 16K and includes CO Gives and end of the year donations, benchmark was met 5. 87K for month, wasn't met but mostly die to payroll costs being up about 7K 6. Depends on ReStore sales and is up a bit because of that 7. Up due to end of year bonuses 8. Covered.

Ratios and Analytics: 23% of revenue was from contributions and 77% from ReStore

Balance: Overall healthy at 1.2 million. Erin started working on cash forecasts. 1260 shows undeposited funds that came in at the end of the year

Statement of Activities Already been discussed. Nothing major and mostly due to timing of funds received.

Income Statement: Contributions- 16K and 5k from individual donations. Wilson Foundation contributed \$2500. Program Income also shows fencing costs which hit in December. Acct 5144 Building Maintenance is up due to landscaping and snow removal costs as well as heating maintenance and repairs.

Minde requested a motion for the minutes to be approved and Micah made a motion. Darah seconded the motion. The financial review for December were "approved".

New Business

Delinquencies: NC- Still late but not contacting HFHMC to agree to payment arrangement. Laurel is following up. FY is also delinquent (as expected).

Solar Plan review: Board discussed pros and cons of homeowners installing solar and reviewed a contract submitted by local company.

Waldeck Update: Meeting is scheduled to discuss changes with Waldeck distribution. More updates next month.

COMMITTEE REPORTS

Executive (MH Presented)

AP was updated and all homeowners are signing the positive behavior agreement. With regards to FY home, it was discussed that HFHMC should wait to see if anyone else will step up to manage the trust.

Construction Committee (MA Presented)

Getting ready to mud in and finish. About 5 weeks out from SM closing. Phase 4 is in the planning stages with the rezone underway. Want to move from an R5 to an R12. Neighborhood meeting has been scheduled for next month and hoping to get 14 units into the phase.

Family Selection Committee (MH Presented)

The committee did not meet this month, but it was discussed as to increasing the AMI from 65% to 80% as allowed by HFHI. Micah made a motion to increase the qualifying homeowner AMI to 80% and Lisa seconded the motion. It was “approved” by the board to increase the qualifying homeowner AMI to 80% moving forward.

Family Support Committee (MH Presented)

Discussed hours of families and all were in compliance for the month. No other issues have come up.

ReStore Advisory Committee (LM Presented)

Lisa reported that the ReStore was down about \$7500 from the previous month but this was likely due to the holidays, weather and people purchasing more new items during this time of the year. She stated that pickups were at 49 for the month and drop-offs at 272. The number of pickups lower due to not running the truck the last week of the month.

Public Relations Committee (SR Presented)

Working towards more advertising including radio ads, redoing outdoor signage and the annual report is being reviewed for final changes.

Volunteer Advisory (DG Presented)

Darah reported that the number of volunteers was down but there was also weather for several days along with less work on the construction site available for volunteers. 632 ReStore hours and 268 construction with a total of 11,040 for the full year, 21 total group builds.

Fundraising Committee (MA Presented)

Applied for DOLA grant to double the number of homes built in coming fiscal year. Reviewed the fundraising packet to present to businesses to create major gifts and larger donors. Major events discussed as well.

Food Bank: Each year, HFHMC completes food drive for Food Bank of the Rockies. It was discussed that this year it would work better to complete a food drive in the ReStore for a longer period of time as last year’s food drive did not yield what it has in the past.

Jason moved to adjourn the meeting and it was seconded by Sandra and the January board meeting closed at 9:10am by approval of all board members.

Habitat for Humanity of Mesa County
Board of Directors
December 15th, 2022-Minutes

Location: ReStore Conference Room

Board Members Present: Minde Harper Micah Adams, Lisa Martin, Erin Doeble, Sandra Rogers, Milton Arroyo Darah Galvin

Board Members Absent: Jason Hensel, Nevin Carlson, and Isaiah Quigley (Proxy: Micah)

Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:38 a.m. and Sandra offered the opening reflection. Darah volunteered to do the January reflection.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Micah moved to approve and Erin seconded the Motion. The Board of Directors "approved" the December of 2022 Board meeting minutes.

Benchmarks & Financials (October)- Erin reported that the balance was strong at 1.3 million and that the only thing she wanted to point out was that the bookkeeper had gone back through and accrued wages from July. 2150 amount is there now and accrued construction in progress wages as well.

Statement of Activities (October): Erin mentioned but stated she would not review in detail as we will look at this more in November.

Income Statement (October): Contribution of 11K. Some money came in from Waldeck funds as church money, as well as money from GJ Pipe. Acct. 5365 insurance: is related to timing and is up due to previously discussed worker's comp claims. 5560 includes additional costs.

Benchmarks & Financials- Revenue benchmarks met in October and November and the ReStore met sales benchmark in October at 79k but not in November at 73k. The operating and checking acct is declining due to continuing building of homes but is still above benchmark. Benchmark 5 was met in October and not in November, though just barely missed it. Number 6 was not met in October or November, at 64%, is slowly getting there is with ReStore revenue beginning to increase again. #7 was not met in either month and benchmark 8 was met in both October as well as in November.

Ratios and Analytics: In October 12% of Revenues were contributions and 11% was Restore. Program expenses were 70% program in October and 73% program in November. Construction in progress was 49k in October and 33k in November. Current ratios 45/1 and 48/1 ability to pay with very low liabilities and easily able to pay all upcoming bills. Days of cash on hand October: 494 and November: 470.

Balance (November): Forklift 1310 purchase was just over 10k and direct deposit liability shows negative but just looks negative and is not really negative.

Statement of Activities (November): There are some timing differences with houses finishing this year compared to last year which demonstrates differently on statement compared to last year. 5340- shows payment for CDOH grant fees and 5365- shows payment for workers comp claims. 5530-payroll is up with additional staff added this month.

Income Statement (November): In November, there were contributions in the amount of \$2500 from Bray Cares, \$3800 Olson Foundation, and \$700 HFHI Cars for Homes. Fees- \$125 for Grand Valley Gives and in November paid CDOH grant fees of \$1500 per home for 2 homes. Professional fees- audit and 990 fees charged, an additional fee for 990T because of the rent on the condos.

Minde requested a motion for the minutes to be approved and Micah made a motion. Sandra seconded the motion. The financial review for October and the financials for November were "approved".

New Business

Delinquencies: NC- late due to health issues from previous year. After board discussion, a payment plan was approved to help get her back on track and take her past due amount over six months.

New Board Members: Minde made call for new board members and reminded all present that several current members will be terming out in 2024.

Moving Board Meeting Date: Due to continued issues with timing getting the financials back in time for the board meeting, moving the board meeting back to the 3rd Thursday of the month was presented. All agreed and approved if the three absent board members also approved.

COMMITTEE REPORTS

Executive (MH Presented)

AP asked to have sweat equity hours reviewed and requested to have other hours converted to construction hours. This will be discussed more in Family Support report, but was bulk of Exec meeting.

FY- there has been no update at this time on the estate or probate process.

Construction Committee (MA Presented)

3039 and 3041 moving along well and dried in, may have to paint after closing due to temperatures. Lot lines are being surveyed for Phase III and the city has approved the next three house designs. Currently waiting on final county approval.

Family Selection Committee (MH Presented)

Reviewed applicants as presented to family selection. Family selection recommended two families for board approval. Lisa made motion to accept the recommendations and Micah seconded the motion. The board “approved” AD and DB to be accepted into the homeownership program.

Family Support Committee (MH Presented)

Reviewed AP request to convert hours from other to construction. Darah made motion to uphold original 215 required construction hours. Lisa seconded the motion. The board “approved” the motion to uphold the original 215 required construction hours.

ReStore Advisory Committee (LM Presented)

Lisa reported that the ReStore is doing well and that the difference from October to November is about one day worth of sales and is most likely due to the store being closed on Thanksgiving. The staff are working on getting organized and are on the right track to increasing sales.

Public Relations Committee (SR Presented)

November Black Friday sale did great. Billboard ad sponsored by Alpine has been submitted, postcards for Enterprise Tax credit mailed and distributed, running ads in Business Times again, Homeownership Program is open and being promoted, planning some radio ads for the future.

Volunteer Advisory (DG Presented)

November volunteer numbers were up quite a bit in the ReStore and down for Construction, due to less scheduled group builds and time of the year. Still up overall from 2021. New ReStore volunteers from community programs. April 15-22 Volunteer Appreciation Week. Reviewed Give Effect software program which would help with volunteer management, homeowner hours, fundraising, communication, and more. Is a bit expensive at \$399/mth. Lisa made a motion to approve a software that was right fit for organization in the suggested amount, as Laurel stated she wanted to be sure the fit was right before investing and making the change. Sandra seconded the motion and the board “approved”.

Fundraising Committee (MA Presented)

The committee discussed direct fundraising and each person will identify businesses or community members to talk with in order to ask for major gifts/large donations. Discussed potential fundraisers including pickleball tournament, winery fundraiser, Alehouse charity brew in March, smoking oats, and disc golf tournament.

Darah moved to adjourn the meeting and it was seconded by Micah and the November board meeting closed at 9:30am by approval of all board members.

**Habitat for Humanity of Mesa County
Board of Directors
November 10, 2022-Minutes**

Location: ReStore Conference Room

Board Members Present: Micah Adams, Isaiah Quigley, Lisa Martin, Erin Doeble, Sandra Rogers, Jason Hensel,

Board Members Absent: Milton Arroyo (MA Proxy), Darah Galvin (LM Proxy)

Guests: Willy from SDP CPAs

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:30 a.m. and Micah offered the opening reflection. Sandra Rogers volunteered to do the December reflection.

Audit. The audit is qualified on the basis of in kind inventory issues. The new line item to account for in kind donations is reflected on the statement of activities. Notable cash increase of \$206,979 for the year on the statement of cash flows. Notes discussed: Recognized Revenue and functional reporting of expenses, in kind distributions, and net assets which provides analysis of restricted monetary expenditures. No discrepancies were noted and the oversight at HFHMC was appropriate.

Motion to approve fiscal audited financials was made by Lisa and Micah seconded. The board approved the audited financials.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Micah moved to approve and Erin seconded the Motion. The Board of Directors "approved" the October of 2022 Board meeting minutes.

Benchmarks & Financials- Erin reported the financials for the prior month. Issues with bookkeeping group CSD. Erin and Laurel will visit with them this week and the board will do a double month review in December. However, the board did review items on the income statement for which Erin was able to highlight.

New Business

Delinquencies: None remain outstanding this month.

Board Member Application submitted for Nevin. Nevin was admitted to the board on Motion of Micah and Jason.

Fundraising Subcommittee Requested by L.C.

Board Meeting for December will be December 15th

COMMITTEE REPORTS

Executive (MH Presented)

Death and transfer issues discussed. LC will consult other habitats for ideas on issues of death and dying.

Construction Committee (MA Presented)

3039 and 3041 progressing well. Plan is for both to be completed just after the New Year. Would like to do another WCCC contest this year. First plan sets are back and ready for submittal for next three houses. Re-zone of phase 4 is underway.

Family Selection Committee (MH Presented)

Applications are being received. December will be the first meeting.

Family Support Committee (MH Presented)

All homeowners met except 1 (AP). Issued letter of non-compliance.

Insurance seminar was completed with HomeLoan (Carma Brown)

New Positive Behavior Contract will be included in the packet for homeowners.

ReStore Advisory Committee (LM Presented)

October was an improved month \$77K in net sales. \$14K improvement applying 40% discount method. Anniversary sale went well. Truck is going out 2 days per week. Lost driver, so effort is being put into finding new, reliable drivers.

Public Relations Committee (SR Presented)

No meeting. Continued use of Nickel ads and working with Alpine for ad assistance.
Homeownership program relaunched via Ashley.

Black Friday sale planned—#5000 flyers and newspaper ad. to be circulated.
Giving day is December 6, 2022.

Volunteer Advisory (LC Presented)

566.5 restore 378 construction hours. Increase from last month.

5 new volunteer orientations.

April working on volunteer appreciation efforts.

Board Group Build set for December 3rd.

Palisade Parade of Lights December 2nd.

Sandra moved to adjourn the meeting and it was seconded by Isaiah and the November board meeting closed at 9:07am
by approval of all board members.

**Habitat for Humanity of Mesa County
Board of Directors
October 20, 2022-Minutes**

Location: ReStore Conference Room

Board Members Present: Micah Adams, Isaiah Quigley, Minde Harper, Lisa Martin, Erin Doeble, Sandra Rogers, Jason Hensel, Milton Arroyo and Darah Galvin

Board Members Absent: Scott Burnam (Resigned); Sandra Rogers (LM Proxy)

Guests: Gar Kennedy & Nevin Carlson

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:30 a.m and offered the opening reflection.

Board Minutes - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Lisa moved to approve and Erin seconded the Motion. The Board of Directors "approved" the September of 2022 Board meeting minutes.

Benchmarks & Financials- Erin reported the financials for the prior month. Erin raised concern relevant to payroll and specifically attributable to wage accrual. Ashley is stepping in to assist Teresa in areas to assure timely and proper books and financials. Benchmark No. 7 will be off as a result. The board should review next month with real numbers.

The total revenues are inflated by the new accounting method of valuing home sales at appraised values.

The Restore sales dipped substantially from last month.

Contributions are well below the \$30,000 mark for the quarter (\$13,267). Grants have not come through, which will help in the future, but initiatives are being pursued to secure new and more donors.

Operating costs inflated. One off costs are primarily to blame, discussed below.

Two Mortgage Payments inflate the numbers in benchmark No. 8.

Ratio and Analytics: Phase 3 development costs were assigned to each lot—creating a movement to construction in progress.

Liquidity is strong due to a high cash balance.

Balance Sheet. Strong Cash Balance of \$1.3M. Negative account noted is \$1,000. It is a "holding account" for certain items such as inventory orders with outstanding delivery. Should be resolved on delivery.

Statement of Activities. Big jump is noted by program income. Home sale timing is the source. Account 4204 (Restore) overall down this year.

Income Statement. Main things to point out are the larger onetime expenses driving up monthly expense. \$7500 annual Soci fee and \$500 tithe were issued. Professional services, including over \$6000 for the audit was paid.

The Board Accepted the financials via Motion made by DG and MA seconded.

New Business

Delinquencies: There were several delinquencies to start the month (8). Some have resolved but there are still 6 outstanding payments. Letters have been sent out to all whom are subject to the late fees. April officially hired on as volunteer coordinator.

Prop 123 and Local Ballot Measures (2A & 2B) were discussed in the context of political endorsement. HFHMC will endorse 123 and provide education on props.
Financial 2.0 Model Updated and discussed.
Applications re-opened. 2 families to be selected.

COMMITTEE REPORTS

Executive (MH Presented)

K.Moore Home: IQ reported plan to work with estate to pass along as many HFHMC benefits to Ms. Moore's minor daughter (so long as she is sole beneficiary). IQ approved to draft docs to waive any due on sale requirement. Also tacking to pass KM benefits to daughter.

Heart attack at work site lead to concerns for need of AFIB machines.

IQ motioned Darah seconded and Board approved \$100 gift card and board card to Brian following role in handling heart attack.

JH proposed and motioned for approval and training & purchase of AED machines. IQ seconded Board approved. Fences. Goal is to integrate fences into home cost rather than escrow it. Motion made by JH to approve and Darah Second. Board approved change to have fences built and integrated into house cost.

Construction Committee (MA Presented)

5 Houses will be going at one time by the end of the year due to the speed of pours and work being doing. Positive moves.

Phase 3 moving forward in a positive direction.

Family Selection Committee (MH Presented)

No meeting.

Family Support Committee (MH Presented)

All hours met for all families.

Behaviors at job site discussed. Those asked to leave due to behavior will not get hours.

ReStore Advisory Committee (LM Presented)

Sales down as discussed. New driver hired. Construction and other obstacles still impacting sales, plans to increase sales in motion with Olivia and Adrian in store more and off truck.

Public Relations Committee (SR Presented)

Anniversary sale promotion, ran 2 ads in Sentinel. Continued weekly ad in Nickel. Opened Homeownership program. Social media push for restore sales.

Volunteer Advisory Committee (DG Presented)

Restore Hours: 516 Construction Hours: 85.25 Total Volunteer Hours: 614.75
10 New Volunteer Orientations (9 ReStore and 1 Construction)

Upcoming Events and Adjournment:

December 3rd: Board Group Build

**Habitat for Humanity of Mesa County
Board of Directors
September 8, 2022-Minutes**

Location: ReStore Conference Room

Board Members Present: Micah Adams, Isaiah Quigley, Minde Harper, Lisa Martin, Erin Doeble, Sandra Rogers, Milton Arroyo and Darah Galvin

Board Members Absent: Scott Burnam (IQ proxy); Jason Hensel (MH Proxy)

Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:30a.m and Erin offered the opening reflection.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. Two name errors were noted and with the alteration, Erin moved and Darah seconded the Motion. The Board of Directors "approved" the August 2022 Board meeting minutes.

Benchmarks & Financials- Erin reported the financials for the prior month.

The Restore sales met the bench mark covering operating expenses and exceeding the \$79,000 monthly sales mark. The wage benchmark appears to be low. The board will revisit it in the beginning of the next year. Loan payments did not post in time for the early meeting and production of the financials so bench mark is only superficially not met. Loan proceeds confirmed in account by LC.

Ratio and Analytics: Restore at 83% of overall revenue. Foundation Contributions up to 11%. Substantial work was completed on homes; accordingly, construction draws exceeded \$37,000. The current ratio at 34.77% is strong given, primarily, the high value of cash on hand.

Balance Sheet: Strong Cash Balance of \$1.3M. On Page 2. New Acct. #2150 Accrued Wages were \$14,000.

The Board Accepted the financials via Motion made by IQ and SR seconded.

New Business

Delinquencies: BH was three months behind. She cleared two of the three, with the third due on the 15th of September. LC made agreement with BH to address the notion of paying timely under threat of foreclosure. JH was late last month only due to postal issue. All others current.

COMMITTEE REPORTS

Executive (MH Presented)

AK Dedication on Tuesday.

September 23rd the legislative build will happen 8/12/22. The new name will be "difference maker build".

December 3rd will be the board build.

KM family is planning to pay loan-off to keep the home.

SR, MH and LC will be absent next month for the meeting. The Board approved a meeting move to the 20th. Office manager interviews went well. An offer has been made to an individual pending background check.

Construction Committee (MA Presented)

Construction progressing well. 3045 will close Tuesday. Two other slabs are poured; leaving plenty of work available for builds. A four BR plan was approved. Total of 5 slabs expected before winter. Lot costs for phase 3 were discussed to be set at approximately \$40,000 based upon total development cost. This is an increase of about \$5,000 per lot from prior phase. However, the market rate is consistently over \$80,000, so the increase appears proper. The lots on the west may be under due to size and the lots backing to the BLM may be slightly higher (overall averaging approximately \$40,000/lot).

Family Selection Committee (MH Presented)

No meeting.

Family Support Committee (MH Presented)

All hours met for all families.

ReStore Advisory Committee (LM Presented)

Lisa reported on the approximate 20% increase in revenues from prior month. About 300 additional transactions were realized. Current Social Contract initiative implemented. We have no drivers. Doing reference, physical, and background checks on a full time potential candidate.

Public Relations Committee (SR Presented)

Advertising efforts have been focused on Nickel and Socials. Email blasts with coupon or money off through clover is being considered. Arna was repainted for purposes of holding meetings. April has been working with volunteers and it is being considered to make that role permanent. Fundraiser with Grand River in the works—details will be discussed after wine fest.

Volunteer Advisory Committee (DG Presented)

951 total hours were contributed. More Restore (652) than construction for the first time. 8 new volunteers and 2 new orientations set in September already. Instep group starts in Restore today. Event took place at CMU- 2 pages of people identified interest in volunteer. House built by Mavericks moving forward. 4 group builds set for Sept and Oct.

Upcoming Events and Adjournment: April's dedication on Tuesday. Anniversary Sale October 8th. Next Board Meeting on the 20th of October. Lisa requested that the Board consider individual contributions. Minde asked if there was anything else to discuss and hearing nothing, Lisa made a motion to adjourn the meeting. Darah seconded and the meeting was adjourned at 8:35am.

**Habitat for Humanity of Mesa County
Board of Directors
August 11, 2022-Minutes**

Location: ReStore Conference Room

Board Members Present: Scott Burnham, Micah Adams, Jason Hensel, Isaiah Quigley, Minde Harper, Lisa Martin, Erin Doeble, Sandra Rogers, Milton Arroyo and Darah Galvin

Guests: None

The following members of management staff were present: Laurel Cole

Minde called the Board of Directors meeting to order at 7:30a.m and Erin offered the opening reflection.

Board Minutes (Tab 1) - Minde asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Minde asked if there were any additions or corrections. One error was noted and with the alteration, Micah moved and Darah seconded the Motion. The Board of Directors "approved" the July 2022 Board meeting minutes.

Annual Board Minutes (Tab2)-Minde asked for the Board of Directors to take a few minutes to review the Annual meeting minutes. Two errors were noted and with the alteration, Lisa moved and Micah seconded the Motion. The Board of Directors "approved" the Annual Board meeting minutes.

Benchmarks & Financials- Erin reported the financials for the prior month.

The Restore sales were down and about \$13,000 under the benchmark and as a result, the expense/income ratio was also not met as a benchmark. The operating checking remains in good standing and met the bench mark (\$1.376M). The contributions were low and are in need of review. The 394 transaction was noted.

Erin introduced a new ratio spreadsheet for board analysis. Focus emphasis is to shift from the Restore which is relied upon for 92% of revenues, to more of a contribution model.

Statement of Activities: Insurance was up \$4667 as a result of two deductibles paid under workers compensation policy. Overall income -\$12,418.

The Financials were moved to be accepted by Isaiah and seconded by Sandra. The board formally accepted the financials.

New Business

Delinquencies: BH has a delinquency. She is habitual. Laurel is going to send her a letter of default at the 30-day mark in attempt to put an end. The \$15 late fee is insufficient to motivate. JH is late for the first time in over a decade and are attempting to initiate contact. A letter has been sent.

Kim Moore's home was discussed as a result of request from estate to entertain a trust transfer. There was significant discussion as to options and the board decided not to take on the option of loan transfer or new origination as being not in the best interests of Habitat.

Quality Assurance Reporting. New organizational covenant was presented and signed by the Board. Safeguarding covenant was also presented and signed by Minde as President under Board Authorization. Operational covenant was presented and signed by Minde as President under Board Authorization.

Annual Audit to take place in August.

Executive Board presenting findings and recommendations as to Laurel's annual review. The EB presented a request for authorization and approval of a \$5K bonus. The board unanimously approved the Motion made by Isaiah and

Seconded by Micah. The EB also presented request for board initiative to review salaries on an annual basis in November and December of each year, with any salary alteration to take effect in January of the next year. Motion made by Isaiah and seconded by Scott and unanimously approved.

COMMITTEE REPORTS

Executive Committee – Most material was already discussed. Ariel re-signed lease for the rest of the year at 5% increased rate.

Construction Committee – **Two** foundations to be poured. In need of a 4 BR plan. Closing on next house within 30 days. Phase 4 options considered and the City is willing to provide options on what they would accept.

Family Selection Committee – **No** meeting.

Family Support Committee – Minde reported; Laurel corrected hours after Barb leaving. All are on track and four families have underwent financial coaching class (10 hours each assigned for class completion). Next education course is tax related in April. New site assignment completed with another to come within the month.

ReStore Advisory Committee – Lisa Reported that the sales increased \$5K from prior month although still down overall. Employee replacement interviews ongoing. Marketing focus to increase the sales. Safety a priority. Still doing 100-150 transactions per day.

Public Relations Committee – Sandra reported. High marks for Christina's efforts. New ads placed in the Nickle. New concept for "wall of art" as substitution of door project to keep the artists involved in the program and as an ongoing fundraiser.

Volunteer Advisory Committee- Darah Reported. Barb resigned. April has come into to help fill the role. Working well. Board Group Build needs scheduled.

Adjournment: Minde asked if there was anything else to discuss and hearing nothing, Sandra made a motion to adjourn the meeting. Darah seconded and the meeting was adjourned at 9:00am.

Habitat for Humanity of Mesa County
Board of Directors
July 14th, 2022 -Minutes

Location: ReStore Conference Room

Board Members Present: Micah Adams, Lisa Martin, Erin Doeble, Sandra Rogers, Darah Galvin, Milton Arroyo, Minde Harper, Scott Burnham, Jason Hensel (attended via phone)

Board Members Absent: Isaiah Quigley (Proxy: Micah Adams)

The following members of management staff were present: Laurel Cole

Micah called the Board of Directors meeting to order at 7:33 a.m. and offered the opening reflection. Erin volunteered to offer the August reflection.

Board Minutes May 2022- Micah asked for the Board of Directors to take a few minutes to review the prior month's Board meeting minutes. Micah asked if there were any additions or corrections. Minde made a motion to approve the minutes and Erin seconded the motion. The Board of Directors "approved" the June 2022 Board meeting minutes.

Benchmarks & Financials- Erin reported the financials for the prior month.

Benchmarks: #1 Erin stated that though this number looks bad, it is really mostly due to the way in which we run payroll accruals. Also, she discussed that the ReStore revenue continues to be reduced which also impacts this benchmark. The operating account is good with 477K balance and the contributions were met for the quarter at 72K, 5K for the month. ReStore expenses still show an upward trend as sales have not increased as hoped. Benchmark #7 shows large increase due to the extra payroll cycle for the month of June. The board discussed whether to complete payroll accrual monthly to help provide a more accurate cost of payroll and decided to move forward doing so.

3043 home transfer also listed. First home transfer of the year.

Balance: 1.4 Cash balance strong. 1201 and 1200 not normally listed and include a pledged donation from CHFA of 5K as well as \$7500 grant for 3043 Arna that will be coming in after close of year. 24K went towards construction progress for 3039 and 3041 Arna for earthwork. Equipment: June also includes the new Clover system purchase. Mortgage Rec includes new mortgage for KR home and #1602 is the annual adjustment to reflect the 0% interest rate adjustment.

Statement of Activities: Same as reviewed in previous months. Nothing of note.

Income Statement: #4201 program income reflects sale of home at appraisal value which is why it is higher than in previous sales. #4212- Several homeowners have paid off their mortgages and one sold to CHFA. #5331 fees- \$275 title for the year. #5365 Insurance- up due to workers comp claims. #5530-60 increase in payroll costs/taxes for 3 months. #6000-00 Actual Amortization of discounts \$110,000 for year.

Profit and Loss vs. Actual: Numbers look good considering the ReStore revenue. Erin asked if there were any questions and stated if anyone has any later, they can reach out to her as well.

The Financials were moved to be accepted by Darah and seconded by Sandra. The board formally accepted the financials.

The 2022-2023 Fiscal Year Budget was presented for final review. Erin stated that no changes had been made since presented during last month's meeting. She stated that she will be looking into how to account for the silent second mortgages moving forward.

Lisa made a motion to “approve” the budget as presented. Minde seconded the motion. The budget was “accepted” as presented.

Erin reviewed proposed benchmarks to better show the actual financial state of the organization based on the current goals. The changes were reviewed and Milton made a motion to “approve” the updated benchmarks. Scott seconded the motion and the updated benchmarks were “approved” by the board.

New Business

Micah stated that the items listed for new business were scheduled to be covered in the annual board meeting following the regular board meeting.

COMMITTEE REPORTS

Executive Committee – Micah stated that the Exec team focused on reviewing the strategic plan which will be covered in detail during the annual meeting.

Construction Committee – Closing and dedication for 3043 Arna was on 6/30/22 and 394 Wedgewood is scheduled for 7/28/22. 3045 Arna is scheduled to be completed at the end of August. 3039 and 3041 are excavated and about to have concrete poured. Two more plans are ready to go and the construction committee has started the planning process for Phase 4.

Family Selection Committee – None. Will reconvene in October.

Family Support Committee – All families met their hours. The committee determined to change the way the family support program works and has now assigned staff from the ReStore to partner with the new families. The committee reviewed the roles and responsibilities of the family partners and also discussed how a financial coach has offered to work one on one with the homeowners to help them reach their financial goals and education hours.

ReStore Advisory Committee – Lisa reported that ReStore revenue continues to be down though there have been a significant number of residential pickups. Items in the store are slow to move and the staff are coming up with new and creative ideas for getting people in the store and to get items moving. Currently working to hire additional staff to fill the current holes. Clover system is up and running.

Public Relations Committee – Sandra reported that the committee would like to move the fundraiser from October to spring in order to provide enough time for planning and preparation. She stated they are considering different types of fundraisers with different goals in mind and are considering created two large fundraisers that would encourage large donations.

Volunteer Advisory Committee- Darah reported that volunteers are up in number of volunteers but down in number of hours per volunteer. She stated there were 3 group builds that were very efficient. Group builds will be on hold until the end of August due to the stage of AK’s home and not having poured the next 2 homes yet. She stated there was good volunteer outreach with Collbran Job Corb and Workforce internships, both of which are in progress. The goal for the rest of the month will be ongoing volunteer appreciation and working on updated volunteer handbook.

Dedication for AR will be July 28th at 5:30 PM.

Adjournment: Micah asked if there was anything else to discuss and hearing nothing, Sandra made a motion to adjourn the meeting. Darah seconded and the meeting was adjourned at 8:45am.

**Habitat for Humanity of Mesa County
Board of Directors
Annual Board Meeting
July 14th, 2022 -Minutes**

Location: ReStore Conference Room

Board Members Present: Micah Adams, Lisa Martin, Erin Doeble, Sandra Rogers, Darah Galvin, Milton Arroyo, Minde Harper, Jason Hensel (attended via phone)

Board Members Absent: Isaiah Quigley (Proxy: Micah Adams) Scott Burnham (Voted before leaving)

The following members of management staff were present: Laurel Cole

Micah called the annual board meeting for Habitat for Humanity of Mesa County to order at 8:45am. The items that required voting were presented to the board of directors.

The annual meeting voting results were discussed as follows:

Board Member Reappointments (2022-2025 Term):

1. Micah Adams (Approved)

Election of 2022-2023 Officers

1. President- Minde Harper (Approved)
2. Vice President- Sandra Rogers (Approved)
3. Treasurer- Erin Doebele (Approved)
4. Secretary- Isaiah Quigley (Approved)
5. Past President- Micah Adams (Approved)

Strategic Plan Review

The board of directors reviewed the 2022-2027 Strategic Plan and discussed posting the mission, vision, and ongoing/upcoming projects in the ReStore, Conference Room, and Affiliate office as well as creating a version to send out to donors.

It was discussed that the goals should be reviewed quarterly, and updated annually to ensure relevance and progress in the future.

After reviewing the Strategic Plan as presented, Erin made a motion to “accept” the Strategic Plan as presented. Sandra seconded the motion and the board of directors “accepted” the Strategic Plan as presented.

Micah asked if there were any other topics to address and hearing none, Lisa made a motion to end the annual board meeting. Darah seconded the motion and the board approved the motion. The meeting closed at 9:13am.