**PPHFH (virtual) Board Meeting Minutes DATE: April 6, 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Members** | **Present?** | **Staff and Guests** | **Present?** |
| Shannon Baumgartner | Y |  |  |
| Jay Carlson | Y | Stephanie Campbell, *Director of Finance/HR* | Y |
| Joel Hamilton | Y | Dustin Alarid, *Faith Relations Manager* | Y |
| Peter Hilts | Y | Caitlin Daberkow, Homeowner Services Manager | N |
| Martha Johnson, Vice President | Y | Kris Medina, *Executive Director/CEO* | Y |
| Ryan Mohling, President | Y | Iain Probert, *Director of Development* | Y |
| Ryan Panariso, Secretary | N | Janet Risley, *Director of Homeowner Services/Real Estate* | Y |
| Peter Scanlon, Treasurer | Y | Jeff White, *Chief Operations Officer* | Y |
| Chuck Smith | Y | Sarah Bunch, *Donor Relations Specialist* | Y |
| Ryan Teeples | Y |  |  |
| Laurel Thorstensen | Y |  |  |
| Barb Treacy | Y |  |  |
| Bill Wall | Y |  |  |
| Eric Stolp | Y |  |  |
|  |  | **Guests** |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**CALL TO ORDER** The (virtual) April 6, 2020 regular meeting of the PPHFH Board of Directors was called to order at 5:45 PM by Mr. Ryan Mohling, president. Due to the governor’s executive order for statewide stay-at-home, the meeting was held virtually via Zoom.

**OPENING DEVOTIONS ~ INTRODUCTIONS ~ ANNOUNCEMENTS**:

Ms. Martha Johnson announced she had happy news to share that would hopefully brighten everyone’s day – her family will be adding a baby boy in July 2020!

Mr. Peter Hilts led the opening devotion with a message centered around C.S. Lewis’ WWII commentary to not let “bombs overcharge our minds,” and to not huddle together like frightened sheep, but to continue to pray, work and chat to continue in community. Though times are definitely strange with the COVID-19 pandemic and the stay-at-home orders, our lives have been impacted, and we must adjust, similar to what people experienced during WWII.

**APPROVAL OF MINUTES:**

Motion made, seconded, and passed to approve the March 2, 2020 minutes amended to state Mr. Jay Carlson was not in attendance.

**FINANCE REPORT**

Mr. Peter Scanlon, treasurer, reported on the February 2020 investment activity and financial dashboard. In addition to the report of February being a solidly performing month, though contributions were a little soft, March financial activities begin strongly until the week-long shutdown. Investments have declined in value with the market; however, no investments have been sold, so losses have not been recognized.

**Mortgage Delinquency**

Ms. Janet Risley reviewed the mortgage delinquency report. There is one mortgage nearing foreclosure, though no action will be taken during the national COVID-19 crisis. PPHFH will be following the federal request that no foreclosures occur during this time. If the loan is not brought current by the time foreclosures are permitted, this loan will be brought to the board for foreclosure approval.

**ITEMS REQUIRING DISCUSSION AND/OR VOTE:**

Ms. Caitlin Daberkow presented for 25 minutes on the Fair Lending and Fair Housing requirements for the board’s professional development. The information is provided so that board members have a more in-depth understanding of how their fiduciary roles are impacted and staff are guided by these federal regulations when the board is approving families to be accepted to the homeownership program.

Mr. Joel Hamilton presented ten homeowner applications for the board’s discussion and approval for acceptance to the homeownership program. After discussion regarding need for number of bedrooms in compliance with policy, all ten applications were approved.

**EXECUTIVE DIRECTOR and STAFF REPORTS:**

**Executive Director and Staff Report**

No questions or comments were provided regarding the ED & Staff Report. Ms. Medina did announce the governor extended the stay-at-home order from April 17th to April 26th while the board meeting was occurring.

**COMMITTEE REPORTS & RECOMMENDATIONS:**

Mr. Mohling stated that in light of time remaining, only the Development Committee is presenting committee information.

**Executive Committee:**

**Governance Committee:**

**Development Committee:**

Ms. Sarah Bunch provided an overview of the upcoming Board Thank-a-thon that will be held in early May. Members are to be watching for an email that contains the assigned contact information of those donors to be thanked. All Board members are encouraged to participate in thanking donors. Also, the “thank you note” process has been updated. Each board member will periodically receive an email providing a heads up that a packet of addressed and stamped thank-you cards will be coming in the mail for them to add a message and then send to donors.

**ReStore Committee:**

**Family Selection and Services Committee:**

**Building Committee:**

**Faith Committee:**

**Executive Committee**

**Strategic Plan**

In the remaining five minutes of the board meeting, Mr. Dustin Alarid reviewed the current year’s strategic plan goal #3 to implement a faith in action program. Various tactics were mentioned in the brief report.

**NEW BUSINESS:**

**COMING EVENTS:**

**CLOSING PRAYER:**

**MEETING ADJOURNED:**

The meeting was adjourned by Mr. Mohling and 7:30 PM.