**PPHFH Board Meeting Minutes DATE: February 10, 2020**

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| **Board Members** | **Present?** | **Staff and Guests** | **Present?** |
| Shannon Baumgartner | Y |  |  |
| Jay Carlson | Y | Stephanie Campbell, *Director of Finance/HR* | Y |
| Joel Hamilton | N | 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* | N |
| Ryan Panariso, Secretary | Y | 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 | Demie Fultz | Y |
| Laurel Thorstensen | N |  |  |
| Barb Treacy | Y |  |  |
| Bill Wall | Y |  |  |
|  |  |  |  |
|  |  | **Guests** |  |
|  |  | Eric Stolp |  |
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**CALL TO ORDER** The rescheduled February 3, 2020 regular meeting of the PPHFH Board of Directors was called to order at 5:44 PM by Mr. Ryan Mohling, president. The meeting was held at The ReStore, 411 S. Wahsatch.

**OPENING DEVOTIONS ~ INTRODUCTIONS ~ ANNOUNCEMENTS**:

Ms. Demie Fultz, donor relations specialist, was introduced to the board of directors.

Mr. Dustin Alarid and Ms. Sarah Bunch presented a plaque to Mr. Ryan Teeples, thanking him and his congregation of The Church of Jesus Christ of Latter Day Saints for sponsoring and building a gingerbread house with a Habitat homeowner child, and for their congregation’s fundraising efforts of the inaugural Gingerbread House event.

Mr. Ryan Teeples led the opening devotion, which was centered on unselfish service.

**APPROVAL OF MINUTES:**

Motion made, seconded, and passed to approve the December 2, 2019 minutes as stated.

**OLD BUSINESS:**

Mr. Ryan Panariso, Mr. Jay Carlson, Mr. Teeples and Mr. Jeff White provided update regarding ReStore #2 concept and development status and due diligence that is occurring. The board was informed that the initial due diligence deadline is March 16 to determine whether to move forward with the land contract. Financial funding recommendations for the project will be presented to the board from the finance and ReStore committees at the March 2, 2020 board meeting. There were no questions asked regarding the attached “ReStore #2 Decision Tree” document distributed previously to address board member questions. Mr. Scanlon thanked the committee members for their considerable time and efforts spent to date on identifying land, whether to lease or purchase, and identifying and working with contractors. Also thanked, though not attending, was Mr. Joe DesJardin, committee member and land developer, who is overseeing this initial land development due diligence phase.

**FINANCE REPORT**

Mr. Peter Scanlon, treasurer, presented the draft financial dashboard that will replace the monthly financial statements for the board. He reviewed the specifics of each informational block. One board member requested information regarding the graph detailing expenses being considerably below year-to-date budget. The variance is due to unfilled staffing positions, timing of professional development, and primarily timing of cost of homes sold as two Dale Street homes were budgeted to close in December; however, those two units did not close until January. Ms. Medina responded that by fiscal year-end, the budget-to-actual will not have as significant a variance as currently displayed as the remaining “cost of homes sold” budgeted are on track to close by June 30, 2020.

**Mortgage Delinquency**

Ms. Janet Risley provided a “Mortgage Delinquency Prevention” presentation and reviewed the “Prevention Fact Sheet” included in the board packet. This presentation was created to answer board members’ questions that arose during the December board meeting. Ms. Risley then addressed the current month’s mortgage delinquency report and the steps taken to work with those households to bring their accounts current.

**Items requiring discussion and/or vote:**

**EXECUTIVE DIRECTOR and STAFF REPORTS:**

**Governance Committee:**

Ms. Martha Johnson, committee chairperson, presented Mr. Eric Stolp’s application to join the PPHFH board. Mr. Stolp stepped away momentarily so board members could discuss his application. Motion made, seconded, and passed to accept Mr. Stolp as a PPHFH board member. Mr. Stolp returned to the board to loud applause.

Ms. Risley presented Resolution 2020-001 for board approval permitting PPHFH to sell the remaining five Country Living homes by June 30, 2020. Motion made, seconded, and passed to approve the resolution as stated.

**Executive Director**

Ms. Medina asked if there were any questions regarding the Executive Director & Staff Report submitted in the Board Packet. There were no questions. Ms. Medina thanked the board for their outreach to ReStore team members regarding the recent passing of Mr. Art Gallegos, ReStore team member. The ReStore team, as does the rest of the affiliate team, very much sees each other as family, and staff were very appreciative of the board’s sympathetic response.

**COMMITTEE REPORTS & RECOMMENDATIONS:**

**Executive Committee**

Mr. Mohling provided a brief overview of the committee meeting, including reviewing guests attending the board meetings. He asked the board members to ask either the Executive Committee or the Executive Director if having guests at upcoming meetings would be appropriate. With agenda items potentially being of sensitive nature, it was requested that those interested in learning more about PPHFH to either attend a committee meeting or meet with Ms. Medina before attending a board meeting.

**Family Selection**

Ms. Risley reported there were 55 applications received in the most recent application cycle, of which staff have identified 16 applicants to move to the interview step. Family Selection Committee members will schedule home visits for applicant interviews, then up to ten applications will be recommended to the board for acceptance to the homeownership program.

**Development**

No report provided this month due to extended ReStore #2 discussion.

**ReStore Committee**

Mr. Panariso covered the committee’s activities during the store #2 discussion.

**Site Selection**

No report provided this month due to extended ReStore #2 discussion.

**Building Committee**

Ms. Medina reported for Ms. Thorstensen. Other than thanking Ms. Shannon Baumgartner for her patience as the committee reviews and makes suggested edits to her home designs, no additional Building Committee activities reported.

**Tithe and Faith Committees**

Ms. Barb Treacy invited board members to attend the February 27th Faith Committee to be held at Temple Beit Torah at 9:00 AM.

**Strategic Plan**

Board members requested the strategic plan goals continue to be a standard attachment to future board packets, and that staff focus on one goal and present updates during each upcoming board meeting.

**NEW BUSINESS:**

**COMING EVENTS:**

Mr. Mohling and Ms. Medina reminded board members of the upcoming events. Ms. Medina specifically pointed out upcoming ground blessings and the Fuzzy fundraising event being held February 18.

**CLOSING PRAYER:**

**MEETING ADJOURNED:**

The meeting was adjourned by Mr. Mohling and 7:15 PM.