**PPHFH Board Meeting Minutes DATE: March 2, 2020**

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| **Board Members** | **Present?** | **Staff and Guests** | **Present?** |
| Shannon Baumgartner | N |  |  |
| 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 | N | Kris Medina, *Executive Director/CEO* | Y |
| Ryan Mohling, President | Y | Iain Probert, *Director of Development* | Y |
| 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 | N |  |  |
| Laurel Thorstensen | Y |  |  |
| Barb Treacy | Y |  |  |
| Bill Wall | Y |  |  |
| Eric Stolp | Y |  |  |
|  |  | **Guests** |  |
|  |  | Crystal Lockhart (future homeowner) |  |
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**CALL TO ORDER** The rescheduled March 2, 2020 regular meeting of the PPHFH Board of Directors was called to order at 5:52 PM by Mr. Ryan Mohling, president. The meeting was held at The ReStore, 411 S. Wahsatch.

Mr. Mohling asked attending board members if they wanted to continue meeting at the ReStore or to move to another venue. Motion made, seconded, and passed to continue the meetings at the ReStore.

**OPENING DEVOTIONS ~ INTRODUCTIONS ~ ANNOUNCEMENTS**:

Ms. Crystal Lockhart, future homeowner, was introduced to the board of directors.

Ms. Laurel Thorstensen led the opening devotion with a message about holding each other in the faith.

**APPROVAL OF MINUTES:**

Motion made, seconded, and passed to approve the February 10, 20120 minutes as stated.

**FINANCE REPORT**

Mr. Peter Scanlon, treasurer, reported on the January 2020 financials, investment activity and dashboard. The current month’s net income is due to timing of recording the cost of homes sold for the four Dale Street units, and also noted the year-to-date net income remains positive. Going forward, only the dashboard will be presented to the board though detailed financials will continue to be reviewed by the Finance Committee. He also gave a shout out to the Development Team for the robust performance of donations received and continued very good social media presence. Additionally, Mr. Scanlon stated there is sufficient cash to pay the $1.04MM for the ReStore #2 land.

**Mortgage Delinquency**

Ms. Janet Risley reviewed the mortgage delinquency report. She informed the board that Ms. Caitlin Daberkow will present information at the April board meeting regarding fair housing lending and how PPHFH meets the federal regulatory compliance.

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

Mr. Scanlon reported the Finance Committee recommends the PPHFH board authorize Kris Medina, in capacity as executive director/CEO, to expend up to $1,040,000 of cash in the acquisition of the land or construction of ReStore #2. Motion made by Chuck Smith, seconded by Peter Hilts, and motion passed unanimously to authorize Kris Medina to use up to $1,040,000 of cash to purchase the 2.05-acre parcel at Dublin Commons for ReStore #2.

Mr. Greg Kovach presented the previously distributed *Repair Program Business Plan* to the board of directors for review and authorization. Discussion ensued, and it was noted that the plan is a guiding document, not a policy. Motion made by Ryan Panariso and seconded by Laurel Thorstensen to approve the Repair Program Business Plan with amendment that the stated year-two project numbers move to year-one production. Motion passed as amended.

**EXECUTIVE DIRECTOR and STAFF REPORTS:**

**Executive Director and Staff Report**

Ms. Medina provided some information she garnered from the Front Range Executive Director meeting, as well as briefed the board that the leadership team has created a written COVID-19 Phased Protocol detailing which staff are working from home, the available projects, and that the construction site is open only to staff and a few core volunteers. ReStore is phased by being closed to the public with staff projects occurring, to closing completely if required. She also reported that the deconstruction tools were removed without authorization from the ReStore. Mr. Jeff White reported the value of the tools to be approximately $700.

**COMMITTEE REPORTS & RECOMMENDATIONS:**

Due to lengthy time spent on the Repair Program presentation, committee reports were kept to a minimum so that the meeting could be adjourned on time.

**Executive Committee:**

Mr. Mohling stated that the executive director’s performance review is approaching, and he and executive committee will work with board members to solicit feedback in April so the review can be presented to Kris in May.

**Governance Committee:**

No report as Ms. Johnson was absent.

**Development Committee:**

A brief mention of the Cars for Home program was made by Ms. Sarah Bunch and a few Development activity highlights were covered. More details will be provided at the April board meeting as the time available for reporting was cut short.

**ReStore Committee:**

Mr. Panariso stated there isn’t any additional information to provide beyond the land acquisition approval.

**Family Selection and Services Committee:**

Home visits have started for committee members. They will visit sixteen applicants’ homes, then the committee will review the visits during the March 19th meeting. Committee will then recommend to the board nine applicants during the April 6th board meeting. Eight new homes to be constructed and one recycled home makes up the total of nine families to be selected.

Mr. Smith reported briefly that the law firm will restart the estate planning sessions with the PPHFH homeowners. Nineteen homeowners signed up to meet with Mr. Smith and the law firm staff. They have met with four to date.

**Building Committee:**

Ms. Thorstensen stated no added information to share at this time.

**Faith Committee:**

Mr. Alarid reported that there were thirteen non-staff and eleven congregation represented at the February committee meeting.

**Executive Committee**

**Strategic Plan**

Mr. Greg Kovach’s Repair Program Business Plan presentation addressed strategic plan goal #2. This goal states “Increase the number of families served through implementation of a Critical Home Repair program, growth in the Brush with Kindness program, and strengthening of homeowner services.

**NEW BUSINESS:**

Ms. Thorstensen requested a poll of three dates for the Board Build. March 28th, April 4th, and April 18th were offered as volunteer dates. Majority chose April 4th. Ms. Medina will send a calendar invite to the board members as a reminder to be on the build site by 8:30AM on April 4th.

**COMING EVENTS:**

Mr. Mohling and Ms. Medina reminded board members of the upcoming March and April events that are noted at the bottom of the agenda.

**CLOSING PRAYER:**

**MEETING ADJOURNED:**

The meeting was adjourned by Mr. Mohling and 7:20 PM.