**PPHFH (virtual) Board Meeting Minutes DATE: May 4, 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 | 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 | 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 Manager* | Y |
| Ryan Teeples | Y | Greg Kovach, *Director of Operations* | Y |
| Laurel Thorstensen | Y |  |  |
| Barb Treacy | Y |  |  |
| Bill Wall | Y |  |  |
| Eric Stolp | Y |  |  |
|  |  | **Guests:** |  |
|  |  | None |  |
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**CALL TO ORDER** The (virtual) May 4, 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 “safer-at-home,” the meeting was held virtually via Zoom.

**OPENING DEVOTIONS ~ INTRODUCTIONS ~ ANNOUNCEMENTS**:

Mr. Peter Scanlon led the devotion based on Philippian’s reminding us not to be anxious, but to submit all worries to God and be willing to lean on Him. When we get weary of trying to carry our cares by ourselves, we need to turn to God.

**APPROVAL OF MINUTES:**

Motion made, seconded, and passed to approve the April 6, 2020 minutes as stated.

**FINANCE REPORT**

Mr. Peter Scanlon, treasurer, reported on the March 2020 investment activity and financial dashboard. In addition to the report of March surprising results with the ReStore having been closed for a week and then opened at reduced capacity, year-to-date net income is negative, though close to the budgeted loss. Investments have declined in value with the market; however, gains in April have reduced the paper-loss.

Mr. Scanlon reviewed the ad hoc committee’s RFP review and recommendation process for financing ReStore #2 and letting the board know that Finance Committee will make a recommendation of which bank’s proposal to accept and move forward. The ReStore Committee will also review the RFP responses. Special electronic vote of the Board will occur May 18th.

**Mortgage Delinquency**

Ms. Janet Risley reviewed the mortgage delinquency report. There is one mortgage continuing towards 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. Two families have requested and received payment deferral due to loss of employment. Ms. Risley anticipates more requests as unemployment increases with continuing closures. In answer to questions regarding how delinquencies are internally managed, Ms. Risley and Ms. Medina responded that policies will be followed with a willingness to work with those homeowners who want to partner with PPHFH.

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

Mr. Greg Kovach demonstrated accessing the Board Portal and the available contents for board and committee members.

**EXECUTIVE DIRECTOR and STAFF REPORTS:**

**Executive Director and Staff Report**

No questions or comments were provided regarding the ED & Staff Report. Ms. Medina did ask board members who visit the ReStore to thank the staff who are on the “front line.” Staff are being mindful in customer and donor interactions with appropriate social distancing while remaining mission focused.

**COMMITTEE REPORTS & RECOMMENDATIONS:**

**Executive Committee:**

Mr. Mohling reported the committee met. Primary topic was the ReStore #2 RFP process and timelines.

**Governance Committee:**

Ms. Martha Johnson discussed the Board Build Day tentatively set for September19th. The June board meeting will include voting on the slate of FY21 board officers as well as ratification of board members.

**Development Committee:**

Mr. Dustin Alarid provided a brief update regarding Faith Committee activities and asked if the board would like to preview the virtual Thrivent Faith Build Dedication video.

 Ms. Sarah Bunch shared an overview of the upcoming Board Thank-a-thon to be held this week. Mr. Hamilton commented via chat that this is a rewarding experience. She also discussed the #GivingTuesdayNow campaign being held May 5th with a focus on the newly created El Paso County Housing Stability Fund, which donations are restricted to the key areas of the fund’s purpose.

**ReStore Committee:**

Mr. Panariso and Mr. Jeff White did not have additional comments beyond what was reported in the finance report or the Executive Director/CEO & Staff Report.

**Family Selection and Services Committee:**

Mr. Joel Hamilton reported that newly selected future homeowners will begin their program orientation the week of May 18th.

**Building Committee:**

Ms. Laurel Thorstensen stated the committee had not met in April. All current activity is reported in the Executive Director/CEO & Staff Report.

**Faith Committee:**

Ms. Alarid stated subcommittees are being formed for specific tasks.

Ms. Barb Treacy stated how pleased she is with PPHFH’s continuing tithe, especially during economically challenging times, as well as the April 23rd committee meeting was great!

**Strategic Plan**

In the remaining minutes of the board meeting, Ms. Medina reviewed the current year’s strategic plan goal #4 to stabilize annual home construction to 7-8 homes per year. All the other strategic board goals support goal #4, including enhancing the volunteer program, opening a second ReStore, acquiring land, and staff expanding programs. Unfortunately, given the projected cash use for Sand Creek land development, ReStore #2 land acquisition and construction, the requirement to build five homes annually at Sand Creek, and a conservative FY21 budget presented to finance committee due to potential economic threats because of COVID-19, the staff somberly made the decision to build six instead of nine homes in FY21. Ms. Risley informed the three selected partner families for Micah’s View have been notified their homes will not be built in FY21. Mr. Kovach also reported the added expenses to develop Micah’s View, including City of Fountain requiring PPHFH install a new sewer main and a required City bond, both adding $60,000 to outgoing cash flow should the project proceed, also supported the decision to delay building homes on Micah’s View.

**NEW BUSINESS:**

Mr. Chuck Smith invited members to his home for a BBQ and baby shower for Ms. Johnson to tentatively be held Sunday, June 6.

**COMING EVENTS:**

**CLOSING PRAYER:**

**MEETING ADJOURNED:**

Mr. Mohling invited members who could stay a little longer to watch the Thrivent Faith Build Virtual Dedication, then he adjourned the meeting at 7:30 PM. (The video was definitely an uplifting end to the evening.)