**PPHFH (virtual) Board Meeting Minutes DATE: December 7, 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 | Greg Kovach, *Director of Operations* | Y |
| Peter Hilts | Y | Kris Medina, *Executive Director/CEO* | Y |
| Martha Johnson, Vice President | N -unexcused | Iain Probert, *Director of Strategic Partnerships* | Y |
| Ryan Mohling, President | Y | Janet Risley, *Director of Homeowner Services/Real Estate Acquisition* | Y |
| Janna Mulder | Y | Jeff White, *Chief Operations Officer* | Y |
| Ryan Panariso, Secretary | Y |  |  |
| Peter Scanlon, Treasurer | Y |  |  |
| Chuck Smith | Y |  |  |
| Eric Stolp | Y |  |  |
| Ryan Teeples | Y |  |  |
| Laurel Thorstensen | Y |  |  |
| Candy Vandenberg | Y |  |  |
| Bill Wall | Y | **Guests:** |  |
|  |  | Rob Giunta, Finance Committee member | Y |
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**CALL TO ORDER** The (virtual) December 7, 2020 regular meeting of the PPHFH Board of Directors was called to order at 5:45 PM by Mr. Ryan Mohling, president.

**OPENING DEVOTIONS ~ INTRODUCTIONS ~ ANNOUNCEMENTS**:

Mr. Iain Probert provided the devotion with the theme being Pearl Harbor Day, a day to remember and honor the 2403 servicemen and civilians killed during the bombing. He commented on a very poignant visit to the USS Arizona Memorial where the sunken ship’s oil continues to leak to the water’s surface, as the ship continues to cradle the honored dead killed while protecting this country. He ended with a prayer from the VFW Prayer Book.

**APPROVAL OF MINUTES:**

Motion made, seconded, and passed to approve the amended November 2, 2020 minutes to include “prospective future board member and treasurer” regarding the introduction of Mr. Rob Giunta. No further discussion occurred.

**FINANCE REPORT**

Mr. Peter Scanlon, board treasurer summarized the October 2020 Dashboard and November financial activity, noting that the dashboard revenue no longer has the budgeted $1.5M land donation revenue. The month activity included significant government and foundation grants, with expenses continuing to be well-managed. The net income loss is less than budgeted for the month, and the year-to-date net income remains strong. November ReStore results are exceedingly strong and donors’ year-to-date gifts are well ahead of plan. Investments grew $50k year-to-date.

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

* Ms. Stephanie Campbell, director of finance, presented the FY20 990 Informational Tax Return to the board with the Finance Committee’s recommendation to the board the 990 be accepted as stated. Motion was made, seconded, and passed to accept the June 30, 2020 990 Informational Tax Return.
* Mr. Scanlon, Ms. Campbell, and Ms. Kris Medina presented a proposed revision of the Cash Management Policy. Both Finance and Executive Committees recommend the board accept the revised policy. The purpose of the revision was to update the policy from 2015 cash-focused activities at that time, to consider the impact of now having investments including better defining “cash,” and create reportable actions to the board when cash balances hit tiered levels to the budget that the ED/CEO is not currently required to provide. Discussion ensued as the reasons for the update to the policy and concern that the ED/CEO has too much control over financial activities. Three board members voiced the majority of concerns and questions, with some feedback provided from a few other members as to the board is a governance board, not operational, and concern that reducing the CEO’s authority to conduct day-to-day operations is reverting back to an operational board. Due to lack of board support and participation in the discussion, as less than 50% of the board participated in the conversation, the treasurer withdrew the proposed policy draft, and no vote took place. The existing Cash Management policy from 2015 remains in place.
* Ms. Campbell presented Finance Committee’s proposal that one item be removed from the board approved FY21 budget. That item being $1.5M land donation gift as the gift was recognized in FY20. No discussion ensued. Motion made, seconded, and passed to amend the FY21 budget to reduce it by the $1.5M land donation budget.

**EXECUTIVE DIRECTOR and STAFF REPORTS:**

**Executive Director and Staff Report**

Ms. Medina provided a brief update on December 1st Giving Tuesday and December 8th Colorado Gives Day activities. She reminded those in attendance that the Gingerbread House Event is underway and thanked the board members who have engaged new participants.

**Executive Committee**

Mr. Mohling and Ms. Medina presented two resolutions for the board to ratify. The first being Resolution 2021-004 to submit $100k request to El Pomar to support the funding of ReStore Northeast. Given that there was a one-day turnaround to write the request and have it approved by the board, Executive Committee approved the funding request. Ratification requested of the board at this time. Also, ratification requested of the resolution to sell 0 Race Street. Ms. Medina explained that title companies now require all nonprofit real estate transactions be authorized with a resolution. The sale of the land was within Ms. Medina’s board-authorized limits. The land was not longer financially cost-efficient to build a single home on due to City of Fountain and Fountain Sanitation District requirements. A small profit was made on the sale of the single lot. Motion was made, seconded, and passed to ratify both resolutions.

Mr. Mohling also brought to the board’s attention a request from some board members that in addition to committee report updates being in the Executive Director/Staff Report, that additional updates be provided at least quarterly to the board. The first will be the Governance Committee.

**COMMITTEE REPORTS & RECOMMENDATIONS:**

**Governance Committee**

Mr. Ryan Teeples announced he has accepted the chair of this committee, which is currently looking at best ways to move forward especially with board and committee recruitment. In-person retreat dates are being discussed. Ms. Candy Vandenberg has joined this committee.

**Strategic Plan**

Mr. Iain Probert reviewed Strategic Plan Goal #3 “Implement a Faith in Action Program.” He provided a quick overview of the three-year Capacity Building Grant which funds the creation and development of the program. A major goal of this program has been to create PPHFH’s first Interfaith Build for Unity, which is one of the seven or 10 IBU affiliates have held a single IBU nationwide. PPHFH hopes to have a second IBU after this inaugural build, and only one or two affiliates have held a second IBU. He also stated the Thrivent Faith Build comes in this program’s purview and is quite grateful for the recently awarded $103k grant for the FY22 Thrivent Faith Build and expansion of number of churches and volunteers participating.

**OLD BUSINESS:**

**NEW BUSINESS:**

**COMING EVENTS:**

* December 8 is Colorado Gives Day
* December 11th New Board Member Orientation
* December 17th (virtual) Thrivent Faith Home Dedication and invites are being emailed to board members
* February 1 Board meeting at 5:45.

**MEETING ADJOURNED:**

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