**Attendees:**

Office: Teresa Bianchi, Marge Plumb, Mike Schaffstall

Telephone: Gerry Murak, John Sexton, Jerry Sheldon

**Agenda Topics**

**Whistle Blower complaint (Jerry)**

1. Met with Marcia to review process of evaluating the whistleblower complaint
2. Marcia seemed to accept the findings
	1. Construction issues raised were presented to staff only a few needed to be address by the staff and are being addressed. Not all items needed to be addressed (Tyvek issue was not subject to cage)
	2. Not going to continue to channel discussions about Ralph through Marcia.

**Addressing Ralph’s behavior (Jerry)**

1. Executive board met and agreed to send a letter to Ralph; letter was sent via email.
2. Asked for a signature and return a copy; if no answer then a certified copy to be sent; if no reply then a letter instructing him to stay away from HFHB will be sent
3. Meeting was held at Spot coffee with Marcia, Ralph and Heath; Ralph was agitated.

**Board member behavior (Jerry)**

1. Discussion with Marcia on her behavior as a board member is being held until the communications with Ralph are complete
2. At next board meeting it would be useful to review the importance of maintaining confidence on board matters

**Budget (Oshiei meeting – see notes sent out by Teresa)**

1. Teresa - Review of focus of meeting
	1. Lack of rehabs is in a concern (budget)
	2. House pricing impacts
	3. Deficit budget was presented – needs to be addressed
	4. Restore options discussed
2. Focus is on getting to a balanced budget
	1. Will result in fewer houses being built; Need a larger proportion of rehabs
	2. Adjustment to expenses is needed (Construction and Restore)

**Development and Communications Plan (see document sent by Teresa)**

1. Reviewed document from Teresa on roles and responsibilities for development
2. Teresa to add a focus on Development (must off load some other duties)

**Restore Plan (see document sent by Teresa)**

1. Teresa reviewed document on Restore staffing and issues
2. Significant changes coming to combine resources between restores
3. Reduction in staff is being proposed; Teresa laid out a number of moves and changing roles
4. Padraic moving into a key role
5. Focus is on increasing quality contributions to boost revenue

**City of Buffalo and Common Council interactions**

1. Teresa laid out her concerns dealing with Buffalo Common Council members in communicating HFHB’s needs for additional rehab homes
2. Looking for guidance in her communications and interactions
3. Individual communications will continue in an attempt to get additional support from the city

**Grants**

1. Overview of current grant submissions
2. Discussion on monetizing volunteer opportunities with corporate customers