



**Board of Directors Meeting**  
**Tuesday, March 27, 2018 5:30 pm – 7:30 pm**  
**One M&T Center – 2nd Floor – Conference Room 3**  
**575 Main St. Buffalo**

***A world where everyone has a decent place to live. Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities and hope.***

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Board Attendees: John Sexton, Toni Canazzi, Sue Jacobs, Jerry Sheldon, Jim Eaton, Paul Weich, Tony Braunscheidel, Brett Koeppel, Nina Wright, Ron Talboys, Mike Schaffstall, Susan Hassinger, Heath Szymczak, Jennifer Beltre

Other Attendees: Teresa Bianchi (Executive Director), Rick Folger (Program Director)

Board Absent: James Gillan, Gerry Murak

- |         |   |                              |
|---------|---|------------------------------|
| 5:30 PM | Introduction of Lynn O'Connor<br>Opening Prayer / Reflection<br><i>-Next meeting will be Tony Braunscheidel</i>   | John Sexton<br>Brett Koeppel |
| 5:35 PM | Approval of meeting minutes from November 27, 2017<br><i>-Motion to accept – Jerry Sheldon, 2<sup>nd</sup> Sue Hassinger; Approved unanimously</i>  | John Sexton                  |
| 5:40 PM | <u>President's Report</u><br>1. Recognizing Marge Plumb<br>a. Letter form the Board to Marge thanking her for her service – John S. sent to Board for review on March 8 <sup>th</sup> . Final version sent to Teresa to put on Habitat letterhead.<br>b. Habitat News article and Press Release – Teresa/Stephanie; others should send in any contributions<br>c. Letter from HFHI received<br>d. Dedicating a tree at Restore (South) – Teresa<br>e. Recognition at the April event (John S. to contact Marge)<br>2. E-mail vote on Land Sale  | John Sexton                  |
| a.      | By-laws will be adjusted to update email voting process.<br><u>Committee</u><br>Heath Szymczak  | <u>Nominating/Governance</u> |
|         | 1. By-Law amendment for email voting – <u>Vote</u><br>a. vote to be initiated by the Board Chair or otherwise an Executive Committee member<br>b. Heath to draft update to by-law for review and vote at next board meeting<br><i>-Defer until May board meeting</i><br>2. Board position (Lynn O'Connor) – <u>Vote</u><br><i>-Motion to accept – John Sexton, 2<sup>nd</sup> Mike Schaffstall; unanimously approved</i><br><i>-Heath will provide Lynn with orientation materials and the information to complete Charity STRONG Certification</i><br>3. Board member recruitment<br>a. Need: retail, IT, development, diversity<br>b. United Way Nonprofit Board event on May 10 <sup>th</sup> – Heath & John volunteered to attend and provide information to potential board members<br>c. Also a need for committee member recruitment |                              |
| 6:00 PM | <u>Finance Committee</u><br>1. Finance Committee will set the FY2019 budget at their next meeting   | Mike Schaffstall             |

2. Goal is to present the budget at the next Board meeting in May for review.
3. Vote on the budget at the June Board meeting
4. Developing a 3 year plan – support construction team – tweak throughout

6:10 PM

Executive Director Report

1. Updates since last Board meeting Teresa Bianchi
  - a. Advancement Committee will be formed to accomplish House Build goals/resource development goals (20 by 2020). Sue H. will Chair.
  - b. Teresa thanked Toni for all her hard work to make the spaghetti dinner a success
  - c. Teresa will be doing an interview on AM Buffalo
  - d. Habitat was mentioned during the Mayor's State of the City Address
  - e. Received a grant from Oshiei for \$87,000 for critical home repair
  - f. Applied for \$100,000 from Westminster Foundation but have not heard back
  - g. Exploring a Federal Home Loan joint application with NYS Habitat vs. solely Buffalo – looking at which will score higher
  - h. Noted: dashboard numbers are YTD (as of Feb. 28) for FY starting on July 1
  - i. Applying for MAP grants for delinquencies
  - j. Restore successes were discussed
2. Current Year Budget Report Teresa Bianchi
  - a. Major difference in projected budget (see Controller's report for details)
3. Board Required Actions – Votes Rick Folger
  - a. House Pricing Approvals - Pricing based on new pricing policy; these families matched to home before matching policy passed.  
Motion to accept – Ron Talboys, 2<sup>nd</sup> – John Sexton; approved unanimously
    - a) 42 Wende - \$98,374
    - b) 84 Maryland - \$110,000
  - b. Family House Matching Approvals – Motion to accept – Sue Jacobs, 2<sup>nd</sup> John Sexton; approved unanimously
    - a) 41 Kearns
    - b) 49 Kilhofer
    - c) 75 Poultney
    - d) 463 Busti
  - c. Foreclosures – No new items

6:25 PM

Old Business Topics:

1. House Matching Update – Legacy Families (handout) Rick Folger
  - a. Currently 55 families – 41 provided updated financials, 14 families did not reply
  - b. Post 150 hours: 15 eligible, 12 ineligible (AMI & Affordability); Pre 150 hours: 8 eligible, 6 ineligible
  - c. Grandfather Plan – families otherwise ineligible under the new plan may qualify
  - d. Level 1 support (\$8k closing cost assistance + Level 2 support (35 year, 0 interest mortgage)
  - e. Of 41 Active Program Families, 36 will continue today (3 post 150 hours, 2 pre). Habitat will work with remaining 5 families.
  - f. Concern was raised with 14 DNRs
  - g. Homeward Bound – work w. HUD Counselor to get back over threshold
  - h. Homebuyer marketing – 60% AMI can't go to bank but would qualify for our program
    - a. Market to neighborhood we are building in to offer homeownership opportunity
    - i. House matching by family size, pricing then 150 hours.
2. House That Beer Built – Coupon Book Jerry Sheldon
  - a. Hoping to sell out. Still have approx. 275 remaining
3. Hammer and Ales - Event Planning Jerry Sheldon

- a. *Sponsorship total to date: \$36,500*
- b. *A request to buy tickets and promote the event was made*
- c. *In need of more gift cards and more food tastings*
- d. *Estimated actual budget - \$70,000 - \$75,000*
- 4. Construction Committee formation Rick Folger
  - a. *Construction Plan Implementation Team being formed*
    - i. *Standardizing/forecasting – new builds*
    - ii. *Building specs – accountability*
    - iii. *New site supervisor*
    - iv. *Repair Program (June)*

6:40 PM

New Business

- 1. *Unrestricted estate received*
- 2. *David Floyd Memorial Build Day to be planned*
- 3. *May 7-13 – Women’s Build*
- 4. *September – October – Faith “Week” - \$5k grant from Thrivent Financial*
- 5. *National Volunteer Appreciation Month – April*
- 6. *Buffalo Bills Coaching Staff volunteering – June*
- 7. *Board meeting end time changed to 7:30pm*
- 8. *September Board Meeting date will be changed due to conflicts*
- 9. *Board packet – staff send out Thursday prior; board Friday prior (draft); final on Monday*
- 10. *Family Policies – Sue Jacobs wishes to discuss updates to the Family Policies. Rick Folger stated that these will be presented together with other Program policy changes at an upcoming Board meeting*

7:00 PM

Adjournment of Regular Board Meeting  
- 7:47pm adjournment

Remaining 2018 Board Meetings: June 26, September (TBD), November 27

**Next Meeting: May 22, 2018**  
**Habitat Buffalo Administrative Offices**  
**1675 South Park, Buffalo, NY**