



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.

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
Opening Prayer / Reflection
<i>-Next meeting will be Tony Braunscheidel</i> | John Sexton
Brett Koeppel |
| 5:35 PM | Approval of meeting minutes from November 27, 2017
<i>-Motion to accept – Jerry Sheldon, 2nd Sue Hassinger; Approved unanimously</i> | John Sexton |
| 5:40 PM | <u>President’s Report</u>
1. Recognizing Marge Plumb
a. Letter form the Board to Marge thanking her for her service – John S. sent to Board for review on March 8 th . Final version sent to Teresa to put on Habitat letterhead.
b. Habitat News article and Press Release – Teresa/Stephanie; others should send in any contributions
c. Letter from HFHI received
d. Dedicating a tree at Restore (South) – Teresa
e. Recognition at the April event (John S. to contact Marge)
2. E-mail vote on Land Sale | John Sexton |
| a. | By-laws will be adjusted to update email voting process.
<u>Committee</u>
Heath Szymczak | <u>Nominating/Governance</u> |
| | 1. By-Law amendment for email voting – <u>Vote</u>
a. vote to be initiated by the Board Chair or otherwise an Executive Committee member
b. Heath to draft update to by-law for review and vote at next board meeting
<i>-Defer until May board meeting</i>
2. Board position (Lynn O’Connor) – <u>Vote</u>
<i>-Motion to accept – John Sexton, 2nd Mike Schaffstall; unanimously approved</i>
<i>-Heath will provide Lynn with orientation materials and the information to complete Charity STRONG Certification</i>
3. Board member recruitment
a. Need: retail, IT, development, diversity
b. United Way Nonprofit Board event on May 10 th – Heath & John volunteered to attend and provide information to potential board members
c. Also a need for committee member recruitment | |
| 6:00 PM | <u>Finance Committee</u>
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, 2nd – John Sexton; approved unanimously
 - a) 42 Wende - \$98,374
 - b) 84 Maryland - \$110,000
 - b. Family House Matching Approvals – Motion to accept – Sue Jacobs, 2nd 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