Executive Director Report

Highlights for May 2021 Board Meeting

A. Administrative

* COVID Response:
	+ The affiliate has changed its mask policy to reflect the new recommendations of the CDC.
		- Fully vaccinated people do not have to wear masks (staff and inhouse volunteers will need to show proof of vaccination)
		- Unvaccinated people will continue to wear masks (construction volunteers are on their honor and no proof needs to be provided).
		- Staff and volunteers are NOT required to be vaccinated but strongly encouraged.
	+ The North Store re-opened the beginning of May. Thank you to everyone who visited during the soft-opening. The team did an amazing job rehabbing the space to provide a better customer (and volunteer) experience and represent our brand in a more professional light. We are still waiting for the landlord to fix the roof.
	+ Work from home agreements are still in place for the Development Department. Family services now as 2 people in the office 5 days a week; accounting has one person three days a week; and there is always someone at the front desk. Rick and Teresa rotate between home, office and sites.
* Racial inequity conversations (DEI):
	+ The DE&I committee now includes 3 staff members and an AmeriCorp member who meets almost weekly to prepare documents for the remainder of the committee (board members) to provide input. The goal is to provide recommendations to the Leadership Team on initiatives that affect various areas of our affiliate (families, volunteers, staff, board)
* Facilities Analysis Task Force, has visited 3 locations in Cheektowaga and the South Towns and will visit an additional 3 on Friday in the North Towns. The goal is to provide by FYE a summary of the research gathered from students at Buff State; HFHI; and ReStore consultant, along with the impressions from the physical tours. This report will also recommend next steps for FY22.
* Staff Changes:
* A special task force completed a new staff salary analysis. Bench marking from HFHI and Buffalo Market data was used to be sure our position are competitive. Some positions will receive an increase in next FY budget and some titles will be changed to make comparisons easier.
* New Hires and Promotions:
	+ Welcome aboard Tahirah Ojumu! Tahirah started on May 5th as our new PART TIME Office Admin. She is in the office 5 days a week 9-3:30 and handles all front desk responsibilities and provides admin support to Leadership, Family Services and Development.
	+ Construction is onboarding two new Site Supervisors TODAY. Rich Spane and Michael Lester both have construction experience but more importantly are mission focused and align with our core values.

B. Partnerships:

* Our second CHDO partnership with the Lackawanna Housing Development Corp is on track build two fully funded homes on Center Street. There is already discussions about a possible 2 more next year.
* The FBCLT homes are in contract stage. This has been a tumultuous relationship, but they have agreed not to use our grants, to pay Habitat for all its expenses, and sell the home using a SONYMA mortgage so that we can remain connected and involved with the success of the family.
* The West Side Neighborhood Association is not responding to email regarding the donation of a house on Esser Street. We are still hopeful that the ED will unbury himself and make this partnership happen.
* We closed on a lot in West Seneca which was donated to us by a person interested in serving a Veteran Family. Habitat is partnering with Veteran One Stop to solicit new applicants from the Veteran Community.

C. Neighborhood Revitalization Initiatives (NRI)

* We were awarded an RFP with Belmont Housing to assist with their repair program. They complete the back-end applicant qualification and loan process and Habitat completes the work with our volunteers.
* We have 2 ramp projects and a fence repair scheduled for June.
* Barry attended a Block Club Meeting in Masten which reaffirmed our need for more Community Outreach. Several of the people in attendance who live just a few streets away from our new house builds had no idea Habitat was in the area.
* Our Community Outreach AmeriCorp representing Habitat at a tabling event organize by Jericho Road in the Broadway Fillmore Neighorhood.

D. Site Selection: (See Dashboard)

* Our participation in the City of Buffalo’s Immediate Infill Program is underway with the excavation of 33 Brunswick.
* We have several rehabs and lots being donated to us:
	+ Florence – a lot in West Seneca donated by an individual to Veterans One Stop. In partnership, our goal is to qualify a Veteran Family for this house - INVENTORY
	+ Esser – lot in Black Rock/Riverside donated by Westside Neighborhood Association -STALLED
	+ Bernard – a rehab in South Buffalo which the Western NY Law Center negotiated for Bank of America to release its interest in the property under the condition that the homeowner donate it to Habitat.- IN PROGRESS
	+ Hopkins Street – lots near our offices in South Buffalo being donated by siblings that inherited the property from their deceased mother - INVENTORY

E. Development: (See Dash Board and report)

* While Rich Products denied our second request for a full house sponsorship, they are entertaining a proposal for our Repair Program which would total a half house sponsorship.
* We were awarded a grant from a HFHI for our work in bridging the racial wealth gap. We have not received the official paperwork but we believe it’s a whole house sponsorship ☺
* Women Build had another successful year with 2-3 teams each day for 6 days across three different sites in Masten. Very wet and muddy but not only was a great FRIEND-raiser but the teams brought in more money than any other Women Build Week.
* Discussions are underway to host a Leaders Build Week this Fall.

F. Volunteer Services: (See dashboard)

G. Construction: (See Dashboard)

* The 2021 Build Schedule shows an increase in production so we can complete 15 homes in FY22. These homes are made up of mostly new builds and modular and some rehabs already in inventory.
* See notes under operations regarding managing Home Team numbers

H.         Family Services: (See Dashboard)

* Delinquencies continue to slightly increase but not at the rate we had predicted at the beginning of COVID (see dashboard)
* AHC opened the rehab grant so closings on all completed houses are underway. The goal is to have them all closed by the end of May.
* See notes under operations on new Family Service Coordinator

I. ReStore

* The North Store will open in April with a new and improved look. I am very proud of this team and the growth they are showing in leadership, management, and accountability of their department.
* The team tackled an 800,000 sq ft deconstruction of a bio medical lab on the West Side of Rochester. A Buffalo resident and owner of a Buffalo based property developer gave us this opportunity after our realtor approached him about property for our ReStore relocation. Part of the staff spent 2 weeks loading as much as we could into a storage unit before the closing of this property took place. A record breaking sales week ($21,500) was the result after several truck loads of the deconstruction products were put on the South Store floor.
* See Facilities Task Force update

J. Finance: (See Financials)

* Welcome aboard Conni Hollis our new Accounting Manager. See Operations for more.
* Current Priorities are:
	+ 18 month cash flow
	+ FY22 Budget
	+ 3 year Budget
	+ More sophisticated house budgets and accurate job cost reports
	+ Draw-down requests and answering questions to FHLB grant projects as well as final LISC properties.
	+ AHC New Build Grant Submittal