

HFHB Executive Committee Meeting

07/31/2018 at 4pm

HFHB Office and Conference Call 1-800-851-0194; 8483417#

Agenda – Minutes

Invitees: Teresa Bianchi, Jim Eaton, Mike Schaffstall, John Sexton, Heath Szymczak (invited)

Excused: Jenn Beltre

Absent: Gerry Murak

Agenda Topics:

2019 Objectives - Discuss highlighting priority items

1. Endowment
2. 3 year plan completion
3. Employee engagement
4. Volunteer engagement

1. Endowment Strategy – focus from Finance committee (Mike)
 - a. Should we have an endowment? John
 - b. Impact from 3 year plan – Mike/Teresa
 - i. Funding of an endowment may have impact on the ability to hit 3 year plan goals. What are the priorities?
 - ii. September Board update – key drivers (target builds, staffing model, capital, solve for fundraising)
 - iii. Will not be complete with the 3 year plan in September due to audit support;
 - iv. Burden is on Matt to help build plan
2. 3 Year Plan completion
 - a. Peer Group analysis – John presented the Peer group analysis that he developed from the HFHI data set.
 - i. Looking to identify sets of affiliates that we can talk to.
 - ii. Criteria used – Mix of New builds and Rehabs; Limited Critical Repair programs;
 - iii. Peer groups – similar numbers to HFHB; Stretch Peer groups – where we are targeting; Aspirational Peer groups – longer term vision;
 - iv. Stretch Peer groups offer us a chance to learn the pitfalls that may be in store when expanding capacity.
 - b. Peer group as support in developing 3 year plan details - discussion (John / Teresa / All)
 - i. Explained analysis and proposed usage
 - ii. Asked people to develop questions
 - iii. Looking to present at September Board meeting with contact to affiliates in Q4
3. Employee Engagement (Leads - Teresa / Gerry)
 - a. ESC has an employee engagement survey
 - b. Gerry Murak has a method to do a survey
 - c. Kiersay survey from C. Hefferon (employee types)
 - i. Possible first step in providing feedback to employees
4. Volunteer Engagement (Leads - Teresa / Maddy – Volunteer Committee)
 - a. Staff interaction with board members who are volunteering (Oshiei training is available)
 - b. Recognition Program needs to be developed (Volunteer coordinator can be the lead)