

HABITAT FOR HUMANITY ST. LOUIS

TO: HFHSL Board of Directors
FROM: Kimberly McKinney
RE: Board of Directors Meeting

Tuesday, April 24th - 11:30 am

LUNCH IS AVAILABLE AT 11:15am

BOARD OF DIRECTORS MEETING
HABITAT FOR HUMANITY SAINT LOUIS DES PERES RESTORE
(Behind the Sam's Club on Manchester, near highway 270)
2117 Sam's Drive
Des Peres, MO 63131

Enclosed please find an agenda with supporting documents for our meeting. Please note that reports are included for those committees with new information since our last meeting. Only those committees with action items will give oral reports. Of course, questions will be entertained of any committees.

So that we may have an accurate lunch count please RSVP to Grace Boehm at grace@habitatstl.org. If we do not hear from you, food will be ordered and purchased as if you are attending!

Habitat for Humanity Saint Louis
Board of Directors Meeting
April 24, 2018

Call to Order	Linda Loewenstein
Mission Moment	
Minutes of March 27, 2018 Meeting	Pattye Taylor-Phillips
Program Profile: ReStore Des Peres	Alan Rupp
CEO Report	Kimberly McKinney
Strategic Topics:	Kimberly McKinney
2018 Board Retreat Outcomes: Fundamental Focus	
Committee Reports:	
Discussion of any requiring Board action and/or questions regarding written reports.	
Other/Open Business	
Adjournment of Full Board	
Executive Session <i>*as needed</i>	
Adjournment	

MARK YOUR CALENDARS:

Upcoming Events

Friday, April 27, 2018	DIY Tourn. Auction , 6p-9p at Rescued Furnishings & Design
Wednesday, May 2, 2018	Ribbon Cutting/Open House , 9:30a-11:30a at 3830 South Grand
Saturday, May 19, 2018	Rosé Day in the CWE , 12p-6p in the CWE
Tuesday, May 22, 2018	Board Meeting , 11:30a at 3830 South Grand
Thursday, May 31, 2018	Open House , 5:30p-8:30p at 3830 South Grand
Sunday, June 3, 2018	Sample Soulard Sunday , 11a-5p in Soulard
Thursday, June 7, 2018	Open House , 5:30p-8:30p at ReStore Des Peres
Friday, June 15, 2018	Executive Build , 1 st build of 3
Tuesday, June 26, 2018	Board Meeting , 11:30a at 3830 South Grand

“A world where everyone has a decent place to live”

Minutes from the meeting of the Board of Directors of
Habitat for Humanity Saint Louis (HFHSL)
March 27, 2018

The following members of the Board of Directors and other interested parties were present:

Linda Loewenstein	Chris Roetheli	Pattye Taylor-Phillips
Ed Alizadeh	Barb Anderson-Kerlin	Kim Bakker
Amy Berg	Roger Brown	Marc Hirshman
Peggy Holly	Malaika Horne	Emily Martin
Linda Moen	John Parker	Nick Popielski
Jeffrey St. Omer	David Wakeman	Nat Walsh
Bob West	Stephen Westbrook	Kimberly McKinney

Linda Loewenstein called the meeting to order at 11:32 am. The mission moment was given by Pattye Taylor-Phillips.

Linda welcomed new Board Member, Kim Bakker who is the Director of Community Affairs for SSM Healthcare. Kim was unable to attend the Board Retreat, so she provided a brief introduction to Board members. Kimberly reminded the Board that today is the last board meeting at this location, since Habitat will be moving to its new headquarters on 3830 South Grand in April.

Minutes: A motion to approve the minutes from the November 28, 2017 Board of Directors meeting was made by Amy Berg and seconded by Roger Brown. The motion was approved.

CEO Report (Kimberly): In reviewing successes and shout outs, Kimberly recognized Board Members: Amy Berg (and SM Wilson) for her leadership on the relocation, Dave Wakeman (and Ameren) for the donation of a boom truck, and Nick Popielski (Spire) as the matching sponsor for the 400th house challenge.

The Dashboards for January 2018 and February 2018 were reviewed, including the comparison of current performance to prior year. It was noted that the top portion of the dashboard information is provided by Finance and that some pledges received by Resource Development were not yet entered. Additionally, the year to date budget number for Mission Support was reflected as 1/12th of the total 2018 budget amount in January but then projected more accurately to timing on the February report.

HFHSL Headquarters: Board Retreat Outcome 2014: Relocation is fast approaching. Construction at 3830 S. Grand is ongoing as is prep for the move out of 3763 Forest Park. As a reminder, per the terms of the lease with Midas Hospitality, we must vacate Forest Park by end of day April 27th. The tentative dates for upcoming relocation events listed in the March CEO report have moved. Kimberly provided verbal updates at the Board meeting - including that the ribbon cutting and open house along with an appreciation lunch for the build partners would be held on May 2nd. She will email the updated event calendar to Board Members after the meeting. Board Members are asked to think about their networks and invite prospects to join them for selected events. The special tours and grand opening festivities provide an excellent opportunity to introduce prospects to Habitat's mission and team. The last business day at Forest Park (ReStore) is April 14, 2018.

In response to the "Building Update" email below (sent in early March electronically), 26 members voted in favor (80% or 24 required for an electronic vote, per bylaws) with 4 no responses.

The information below was previously sent to all members of the 2018 Executive Committee and members of the Facility Needs Task Force and is now being distributed to the full Board with their recommendation. If you previously provided a response, as a member of either of these groups, you do not need to reply again.

The Renovations of 3830 South Grand are well underway and we are on target (albeit with no days to spare!) for the April relocation.

In the process of renovation, we have encountered a few unknown conditions that for the most part we have been able to balance expenditure wise by reducing other cost line items. A couple of examples of decisions that have or are being made include –

- A reduction in the original plan for floor finishes was implemented with savings used to replace all glass and glazing on the front atrium (originally budget called to replace some but after winter weather, we observed ongoing breakage that would have led to building leaks).*
- Additionally, we are currently awaiting more information on costs for the lights in the parking lot. To replace all poles, lights (change to LED), and replace underground conduit (which is currently inoperable so lights are strung overhead) will be \$71k. To control costs, we have passed on this amount and asked for cost to get current lights with existing poles (and overhead wiring) working AND to stub in conduit while the parking lot is being revamped, so that we avoid ripping up the lot eventually.*

The current estimate from Lauren Talley, Project Manager (on loan from Cushman Wakefield) is that through self performance and/or the "tradeoffs" such as the one described in the first bullet point above, we have been able to absorb approximately \$120K in overages.

However, most troublesome was the existence of underground, connected trenches that due to size and location (mostly within the ReStore) required structural "fill" (steel and concrete) in order to ensure that we would not have issues with forklift traffic or pallet weight. An estimate of \$70K in donations of steel and concrete was procured to minimize costs, but it was still an expense (both in money and time) related to an unknown condition.

From the original \$2 million in approval, we currently estimate an overage of just under \$50k. However, over the next 30 days, there may be additional exposure related to expense(s) for the lights referenced above, the roof and the parking lot. As such, I would like to request of the full Board, with a recommendation from the groups included on this email, approval for up to an additional \$100k. All monies will continue to flow through SM Wilson, and the title company and will NOT be drawn unless absolutely necessary (meaning we will continue to offset as possible).

For consideration –

- The As Built Appraisal prepared for Royal Bank is \$3,565,000 (including the out lot).*
- The out lot is currently on the market for \$18.00 psf. At this amount, we would recognize between \$780k and \$800k in revenue. Marketing materials were distributed on January 19th and to date seven entities have expressed interest with two of them being recently vetted with the Alderman and follow up occurring.*

- *Since the analysis provided in September 2017 (see excerpt below), bond financing was approved and the lower interest rate will result in an additional \$21,660 in savings on an annual basis.*
- *A \$50,000 Façade improvement grant was received from the City for signage.*

Going Forward Cost:

Below is a cost comparison that depicts both the increase/decrease based on “Roof Over Our Head” (3830 South Grand vs. Current Location) or Debt Service related to debt that has been paid in full since the sale of 3763 Forest Park Avenue.

3830 South Grand vs. Roof Over Our Head @ \$2 million = Increased out of pocket expense of \$30,012 at worst rate – to - \$23,460 at best rate.

3830 South Grand vs. Debt Service Prior to sale @ \$2 million = Decreased out of pocket expense of \$49,188 at worst rate – to \$55,920 at best rate.

The outparcel is being actively marketed – 5 to 7 entities have responded indicating interest and the various uses have been vetted with the Alderman. At the Board meeting, Kimberly reported that approximately \$80,000 of the approved additional \$100,000 has been spent to date.

Mortgage Loan Fund: Board Retreat Outcome 2015: Establishment of a Mortgage Loan Fund (MLF) is in final stage. Bob West and the Habitat staff are working very closely with the attorneys for Midland States Bank to finalize the Loan Purchase and Servicing Agreement, and the associated Construction Loan Agreement. Once the documents are signed, Midland will deposit \$2 million into the MLF to be used for the purchase of Habitat originated mortgages (Tier 2 applicants). We anticipate finalization and signing of the documents around the end of March or first week of April. A closing meeting with relevant staff has been held and the first families to be processed from MLF will be those interested in purchasing homes under construction and/or planned within Hazelwood and Lookaway 2. There is interest from other banks to participate.

Neighborhoods/Home Construction/Homebuyers: St. Louis City - Scattered South City Sites: Construction in progress was stalled while staff and volunteers focused on the work being self - performed at 3830 South Grand. Volunteers and staff have returned to the sites as of March 10th with a late May, early June closing anticipated. All homes have been sold to bank qualified applicants.

The 2018 KMOV house will be houses! Two KMOV “Home for the Holidays” homes will be built on sites immediately adjacent to one another and already owned within South City. Construction is slated to begin November 1st with dedication to occur on November 19th.

Tiffany Phase 2: Permitting is anticipated during March with construction beginning in June. La Saison (Previously noted as New City Build): This is a partnership with St. Louis Housing Authority for 10 sites in near south city that remain as part of a Hope VI development. The SLHA subsidy (through HUD funds) is \$81,850 per home (\$818,500 total). The development also includes \$150,000 in AHTF (applicable to 4 homes as approved by Affordable Housing Trust Fund staff). A term sheet has been completed and a contract is pending. The community engagement period is slated to occur during April, with a June 1st conveyance of property, July permitting, and the blitz of our 400th home (sponsored by Spire) beginning August 20th.

Lookaway 2: The second phase of Lookaway received an allocation from AHTF of \$350,000 as part of the late 2017 awards. Spring 2019 build is planned.

St. Louis County: Staffing has changed for real estate and community development in the St. Louis County Executive's office. While Jim Holtzman remains as the head of the Office of Community Development, Shannon Koenig, who previously served as the Manager of the CDBG portion, is now the liaison to the County Executive's office. A meeting was held with Shannon regarding the \$450,000 for 5 homes request (joint venture with the Housing Partnership, formerly Lemay Housing). She is very supportive and knew our project was on the list of recommended projects for funds from the Kingston payback (an apartment complex that had previously received funding and is now being sold).

Board Governance: Kimberly reported that the Board Governance committee has been reconvened. With regrets, Rashda Buttar has resigned from the Board of Directors. While historically we would leave the seat vacant until the beginning of the year, we are nominating Natasha Das from Stinson Leonard Street LLP to fill the open Board seat. As Bob West will be term limiting at the end of this year and retiring from his role as General Counsel, Natasha has been asked to consider filling that role. By joining the Board now, she will have some overlap with Bob West as a Board Member. Natasha has experience working with leases, tenant agreements, New Market Tax Credits and the St. Louis Housing Authority. A motion was made to add Natasha Das to the 2018 Habitat Board of Directors as of the April Board meeting; the motion was made by Nat Walsh, seconded by Chris Roetheli and approved by the full board.

HFHI - Quality Assurance Documents from Habitat International: Prior to April 2, 2018, we must complete our FY2018 Affiliated Organization Covenant and Quality Assurance Checklist (QAC) documents. Documents reflect an approval by the Board as well as an indication of members in attendance. The agreement follows:

Preface: Habitat for Humanity International and Habitat for Humanity U.S. affiliated organizations work to create decent, affordable housing in partnership with those in need and to make shelter a matter of conscience with people everywhere. This Covenant outlines the relationship between Habitat for Humanity International and its affiliated organizations in the United States.

Mission Vision: A world where everyone has a decent place to live.

Mission Statement: Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities, and hope.

Agreement to Covenant: In recognition of the Principles stated in this Covenant, **Habitat for Humanity International** and **Saint Louis, HFH** covenant as follows:

Habitat for Humanity International covenants:

- To support the work of Habitat for Humanity affiliated organizations through program development, communication, learning opportunities, advocacy, and protecting and promoting the good name of Habitat for Humanity;
- To coordinate global fundraising efforts;
- To create a global movement around the need for decent and affordable housing;
- To administer the funds contributed by affiliates in support of the efforts of Habitat for Humanity national organizations and affiliates.

Saint Louis, HFH covenants:

- To support the work of Habitat for Humanity affiliated organizations through program development, communication, learning opportunities, advocacy, and protecting and promoting the good name of Habitat for Humanity;
- To comply with the minimum operational standards contained in an annual certification process:
- To conduct its operations within its defined service area;
- To tithe for Habitat for Humanity's housing work outside the United States;
- To reject any support that is conditioned on deviating from the Mission Principles or other approved policies and practices;
- To conduct its operations in a manner that protects and promotes the good name of Habitat for Humanity and contributes to the growth of the Habitat for Humanity movement and is in the best interests of other affiliates and or Habitat for Humanity International, including, but not limited to actions that are specified in this covenant and in Habitat for Humanity policies.

Historically, the QAC has been reviewed by the Board at the September meeting for October submittal. However, the document was recently revised by the Policy Committee and approved by US Council with the following changes (below beginning Section 1). Distribution was held until late November pending the completion of the new document. The QAC is 29 questions divided into two sections with a required response of either Yes or No. Policy/procedure in this area is in progress or pending board resolution, or No: We understand we are not adhering to the standard and there are no plans to change. The QAC contains standards and practices that are expected of each affiliate. As required by the US Affiliation Agreement, affiliates must exercise their best efforts to comply with each of the standards. Failure to meet these standards can potentially affect good standing and result in other disciplinary action. The QAC is now divided into two sections.

Section 1: Core requirements demonstrate sound professional business practices and are also essential to one or more of the following; (a) protection and stewardship of the Habitat for Humanity brand and national reputation; (b) preservation of Habitat for Humanity's reputation and credibility with national, state, and local government funders; (c) demonstration of practices that are considered critical by insurers; and (d) demonstration of compliance with core Habitat for Humanity policies or other legal requirements binding on affiliates. While all of the QAC requirements are critical, non-compliance with a Core Requirement poses a potentially greater risk on the Habitat for Humanity network as a whole.

Section 2: Other Essential Practices demonstrate sound, professional business practices and also demonstrate compliance with core Habitat for Humanity policies or other legal requirement binding on affiliates.

Of the 29 questions, our response was yes to all but one (Question 7) related to loan originator activities as that activity is in progress (Process for State of Mo affiliates was just resolved and appropriate staff are in the process of taking online classes).

A motion was made to approve the Covenants in the QAC document in the CEO report (and detailed above) by Amy Berg, was seconded by Peggy Holly and approved by board members

HFHI Policy Committee: Per a recent conference call meeting of the Policy Committee, the Committee will be recommending to US Council an extension of SOSI (Stewardship and Sustainability Initiative – Affiliate Service Fee) for two additional years. If the extension is not

approved, SOSI will expire as of July 2019. The recommendation will be reviewed by US Council at the May meeting and if approved, posted for comments by affiliates for a 45-day period.

Strategic Topics: 2018 Board Retreat Outcomes

Kimberly distributed the responses received from each of the four small groups noting that events was a common theme. Considering possible events along with the HFHI list, Kimberly shared that two “lot party” events targeting individual donors (but with all welcome) were being planned for May 31st at 3830 South Grand and June 7th at ReStore Des Peres.

The individual donor list provided by HFHI has been entered in excel, and has been vetted by a NCOA (national change of address). The list as it stands currently totals 30,995 names. A comparison of names for overlap with our own donors is underway but had previously provided the 400 names shared at the Board Retreat. Nick Popielski has provided the services of a Spire analyst, Jim Moore, who has been assisting with mapping that will help us better target audiences. Everyone on the list will receive a postcard inviting them to the two events noted above (pending event approval by Des Peres City Council).

An update on events leading up to the 400th house was also provided. Since the Board Retreat, the timing has changed to August to accommodate the schedule of senior leadership from the corporate match sponsor (Spire). Additionally, the board packet included a flyer on 2018 Executive Builds, noting that instead of a once a year opportunity, three dates at a reduced price would be offered.

Board members were asked to identify potential donors and invite them to one (or more) of the upcoming events as an introduction to Habitat. For those who had previously provided contacts as part of the 2017 Team 50 Contact Challenge, their #1 (family and friends) and #2 (personal business contacts) names were redistributed to consider for the “best next” ask.

Electronic invitations will be provided for the (1) Ribbon Cutting and Open House (target audience: elected officials and other city representatives, neighborhood groups, Keystone Community Partners and prospects, HFHSL volunteers), (2) Lot Parties (target audience: individual donors including HFHI list, corporate and faith based prospects, and (3) Executive Builds (target audience C level executives). While invites to the Ribbon Cutting and Open House were being sent from the office, Kimberly encouraged those who had personal connections to also forward.

Additional priorities for small groups include promoting the Habitat space/facilities as a location to host business and professional events. The events create an opportunity to increase awareness of the Habitat Saint Louis mission as well as the ReStore program. As an example, Linda Loewenstein held an annual Christmas party at ReStore Des Peres location, and asked participants to bring a gift for a Habitat family. A women’s networking group, S.H.E, is already scheduled for 3830 South Grand through a member of the Finance Committee.

Lastly, donations are needed to begin stocking the ReStore in our new South Grand location in preparation for the grand opening. Villa Lighting is donating 8 pallets of lighting. A discussion of the ReStore deconstruction services followed. Marc Hirshman and Nat Walsh spoke to their positive experiences in either personally using or referring the deconstruction program.

As part of the donation drive, drop offs will begin to be accepted at 3830 South Grand on April 24. With the relocation, both ReStore will begin being open Tuesday – Sunday from 10 am - 6pm.

Development Council: Nat Walsh invited Board Members who have prospects for the Development Council to forward those names to him. The Development Council focused on fund and friend raising, meeting once every other month (in Clayton).

The Chesterfield Park Tiny House will be completed for the 2018 Summer Concert season, 1000 tickets will be sold for \$150 each with the house on display at Chesterfield Amphitheatre beginning June 1st.

Due to the relocation, the April 2018 Board of Directors meeting (April 24th) will be held at ReStore Des Peres.

Adjournment

There being no further business, the meeting adjourned at time 12:25pm. The motion was made by Ed Alizadeh and seconded by John Parker. The motion was approved. Small groups were encouraged to spend the remaining time meeting to discuss 2018 plans.

Respectfully submitted: Pattye Taylor-Phillips, Board Secretary

Habitat for Humanity of Saint Louis

Dashboard

as of March 2018

Income and Expenses						
	YTD Actual	YTD Budget	%	Annual Budget	Prior Year YTD	
Mission Support	\$324,601	\$113,609	286%	\$1,107,265	\$132,741	Mission support balanced with RD during March. YTD budget number adjusted to reflect projections of timing.
Restricted Contributions	\$85,000	\$81,000	105%	\$100,000	\$5,110	
Total RD Revenue	\$409,601	\$194,609	210%	\$1,207,265	\$137,851	
Construction Grants	\$0	\$70,500		\$282,000	\$0	
Total Contributions	\$409,601	\$265,109	155%	\$1,489,265	\$137,851	
Other Income	\$52,327	\$348,003	15%	\$4,033,873	\$261,799	
House Transfers	\$145,000	\$487,500		\$1,950,000	\$0	
Construction In-kind	\$0	\$11,667		\$140,000	\$5,256	
ReStore Forest Park (FP) Revenue	\$74,886	\$137,814	54%	\$551,250	\$121,994	
ReStore Des Peres (DP) Revenue	\$187,582	\$170,415	110%	\$681,661	\$154,402	
Total Income	\$809,396	\$1,420,508	61%	\$8,846,049	\$683,852	
Operating Expenditures	\$796,788	\$994,077	80%	\$5,455,766	\$781,451	
Home Construction	\$149,854	\$628,869	24%	\$2,515,483	\$151,719	
Total Expenditures	\$946,642	\$1,622,946	58%	\$7,971,249	\$933,170	
Net Profit (Loss)	(\$77,246)	(\$202,438)		\$874,800	\$249,318	
ReStore Forest Park Profit (Loss)	(\$11,208)	\$42,889		\$147,148	\$35,972	
ReStore Des Peres Profit (Loss)	\$85,611	\$68,344		\$253,922	\$63,068	
	Principal Bal	High Limit				
3830 South Grand / Royal TEBF	\$2,040,000	\$2,040,000	The full amount had to be booked as it was loaned in order to purchase tax exempt bonds. To date, \$1,276,406 has been drawn (prior report inaccurate).			
Royal Bank LOC	\$230,229	\$380,229				
Royal Bank LOC	\$800,000	\$800,000				
Peoples Bank LOC	\$939,600	\$940,000				
1st Mid Illinois (formerly Cloverleaf) LOC	\$76,500	\$76,500				
	YTD 2017	YTD 2016		Change		
Year/Year Change in Cash	\$42,724	\$63,364		(\$20,640)		
Year/Year AP	\$645,444	\$866,246		(\$240,802)		
Year/Year Change in Debt	\$1,858,164	\$1,999,096		(\$140,392)		
Mortgages	Actual	Benchmark				
Delinquent Mortgages (90+ days)	0		In 2018 CitiMortgage has written off 24 HFHSL loans for buyers that did not qualify for the modification. The representative expects this to continue but has agreed to notify us prior for possible prevention. 1 Midwest late is 30+			
Open Communication w Representative	See Note					
Total Mortgage Portfolio						
Delinquency Percentage						
Construction	Actual	Benchmark				
Housing Units Closed	1					
Housing Units Under Construction	11					
Construction In Progress	\$1,262,087					
Cost/Closed	\$171,611		Includes In Kind Amount of \$15,395			
Financial Donor Volunteer Days	3		3 of 3 possible build days, 0 ReStore groups			
Homeowner Applications Distributed	101		78 of 101 returned 77%, 5 @ address selection, 29 New (2018) Tier 2			
Lots Available	19		Ownership or Option			
Vacant Homes	0		No owned, any vacancies are pending title issue resolution/ Wellston (5) Vacant Lots			
ReStore	Actual	Benchmark				
Average Number of Transactions FP	1274		Per Month and Per Customer (not per item)/ -75 from prior report; -49 from prior year.			
Average Number of Transactions DP	1518		Per Month and Customer, +120 from prior report, +7 from prior year			
Average Sales Per Square Foot FP	\$11.94	\$22.71	HFHI median of stores similar sqft (25k), open 18 months +/- 1.41 from prior report, -7.64 from prior year.			
Average Sales Per Square Foot DP	\$17.15	\$23.99	Benchmark (40k sqft as basis)/+1.66 from prior report; +2.00 from prior year.			
Total pickups/drop-offs this month	645		156 Pick-Ups/49 drop offs FP/440 drop offs DP. +36 from PY			
						COMMENTS
Resource Development	Actual	Benchmark				
New Donors : Mission Support	152		Increase of 61 from prior report / decrease of 6 from prior year			
New Donors YTD -Contribution= / > \$1200	3		Same as prior report (report correction from Jan) / -1 from prior year			
Median GC Gift Amount	\$ 37.00		Decrease of \$13 prior report / Increase of \$7 from prior year			
Renewed Mission Support Donor %	37%	40%	Benchmark reflects a NFP Standard / Increase of 3% from prior year			
Renewed Keystone members/Specialty	35		Increase of 15 from prior report / decrease of 11 from prior year			
New Keystone members/Specialty Build	6		Increase of 2 from prior report / decrease of 3 from prior year			
						COMMENTS
Board Engagement	Actual	Benchmark				
Board Meeting Attendance	67%	80%	80% Best Practice Recommendation			
Board Percentage (personal giving ytd %)	26%	100%	Per HFHSL Statement of Commitment; Increase of 9% prior report , Decrease of 22%from prior year.			
Board Giving (Total \$ YTD)	\$8,735		Increase of \$4185 from prior report / decrease of \$27,560 from prior year			

Habitat for Humanity Saint Louis Board of Directors Meeting
Tuesday, April 24, 2018
CEO Report

Successes and Shout Outs!

HFHSL Headquarters: Board Retreat Outcome 2014

The movers are slated to arrive Monday April 23rd (day prior to April Board Meeting) for a full day of moving with April 24th designated as needed for final items. Other important dates -

Donation drive at ReStore South Grand	Begins Tuesday, April 24 th *
*Soft opening for sales as possible	
ReStore South Side opens to the public	Tuesday, May 1st
Ribbon Cutting and Open House	Wednesday, May 2 nd 9:30 am – 11:30 am
Appreciation Event for Partners/Weekly Volunteers	Wednesday, May 2 nd 11:30 am
Landscaping Day w Faith Based partners	Saturday, May 5 th

Construction at 3830 S. Grand at under \$2.1 million would **not** have been possible without the collaborative partnerships including SM Wilson, Cushman Wakefield, HOK, The Lawrence Group, Spire, Ameren, Habitat volunteers and staff. Work is underway to value these contributions – not just for the 2018 audit – but also as a PR story post move in. More to come!

Much thanks to those who visited the site either as part of the March 28th Walk Through (and Ameren truck donation!) or the April 4th Media Hard Hat tour. Media included coverage by KMOV and KTVI, the *St. Louis Business Journal*, NextSTL, Urban Review, and *The Patch*.

Mortgage Loan Fund: Board Retreat Outcome 2015

Terms for the Loan Purchase and Servicing Agreement, and the associated Construction Loan Agreement, have been finalized. Details have been confirmed regarding the mortgage loan interest rates and the pricing of first note amounts which will both be consistent with current Habitat rates and pricing, and will allow flexibility to ensure affordability to homebuyers along with solid financial return to Habitat. All documents will be signed and Midland will initially deposit \$1 million into the fund for the purchase of Habitat originated mortgages (Tier 2 applicants).

A meeting is scheduled for Monday, April 30th with a second bank who has expressed interest in learning more about becoming an investor in the fund.

Neighborhoods/ Home Construction/Homebuyers

St. Louis City:

Scattered South City Sites: Construction continues

Tiffany Phase 2: Foundation permitting has been approved; final permitting awaits approval of the Section 3 and MBE/WBE plan. Work is still slated to begin in June.

La Saison: (previously noted as New City Build): In partnership with the St. Louis Housing Authority, a community meeting was held on April 10th and included both the 7th Ward Alderman (Jack Coatar) and Committeeman (Marty Murray) for the area along with representatives from Cannon Architects. Five of the 10 sites will begin later this year and the neighborhood will be the site of the 400th home (blitz beginning August 20th).

HFHI

A post card invitation for the May 31st South Grand and June 7th ReStore Des Peres events will be sent to just under 20k of the HFHI donors. The invite card drops on May 1st. An electronic invite will also be provided for forwarding.

To date, about 1100 people have been identified as crossover donors (both HFHI & HFHSL donors, volunteers, or ReStore customers). The list is still being vetted for more. These individuals will be receiving a

letter which is a stewardship piece explaining the difference in how one's gift is used depending on where it is sent. It is scheduled for a May 10th mailing (and will include a PS re the events above).

The mailing to the HFHI donors is being handled in the same way as any prospect mailing:

- A 1.5% response rate to a prospect mailing is considered a success – so in those terms, if we contact roughly 270 people who are donating to HFHI only, then it will be a successful effort.
- Prospect mailings ALWAYS lose money in the short term, but as a relationship development “touch” hopefully garner future support, making them a worthwhile investment.
- This data has value in other ways – for example, future appeals will target the areas of the community where support for both HFHI and HFHSL is very strong.
- And knowing who the 1100 crossover supporters are provides an opportunity to effectively target a local giving message

2018 Board Retreat Outcomes (Small Group Outcomes attached)

As a reminder, the priorities from the March meeting remain – (1) Personal Outreach for Ribbon Cutting and Open House (May 2nd): Target Audience - Elected Officials / Keystone Community Partners or Prospects (2) Personal Outreach for Open House Events on May 31st (3830 South Grand) and June 7th (ReStore Des Peres): Target Audience – Individual donors and prospects (really anyone!) including HFHI donors, (3) Executive Builds: Target Audience – C level individuals. More on HFHI donors will be distributed as part of discussion.

Advocacy

At the April meeting of the Community Builders Network (CBN), I was elected President of the Board. The Community Builders Network of Metro St. Louis (CBN) is an association of nonprofit community building organizations (CBOs) and associate members comprised of lenders, philanthropy, nonprofits, and government actors working to build vibrant neighborhoods where people of different incomes, races, and walks of life can access the opportunities and resources necessary for a good life. We believe that strong neighborhoods help to build a stronger and more competitive regional economy. CBN works towards these goals by increasing the capacity of member organizations, developing a more supportive community building system and raising public awareness of the need and importance for community building

Last updated 4/13/18					
Account Name	Keystone Giving Circle Levels	Committed Donation Amount	2018 Donor Notes	Natural Partner	\$ Timeline
Anheuser Busch Foundation	Developers Circle	\$ 100,000.00	Onsite, plus extra engagement events 75,000 From Advisers- possible extra funding	Kimverly McKinney, Harper Zielonko, Marisa Botta	Jun-18
Wells Fargo Advisors	Architects Circle	\$ 80,000.00	Partners unknown at this time. Will be two homes in South City	Harper Zielonko	received
KMOV TV Home 4 the Holidays	Builders Circle	\$ 60,000.00		Kimberly McKinney, Harper Zielonko	November - Dec 2018
Spire	Builders Circle	\$ 50,000.00	400th home sponsor, match challenge partnership absolved. Church is giving alone	Kimberly McKinney, Harper Zielonko	fall 2018
Manchester UMC	Carpenters Circle	\$ 26,000.00		Harper Zielonko	\$25,000 received
Travelers Insurance	Carpenters Circle	\$ 18,000.00	HFHI partnership	Harper Zielonko	HFHI allotments, probably late July
Ladue Chapel	Carpenters Circle	\$ 12,500.00		Harper Zielonko	quarterly payments
ArcBest	Carpenters Circle	\$ 10,000.00	ABF Freight - new donor	Harper Zielonko	By August 2018
Ashinger Electric Company	Carpenters Circle	\$ 10,000.00	AHAP	Kimberly McKinney, Deirdre Schaneman	received
Employees Community Fund of Boeing	Carpenters Circle	\$ 10,000.00			received
The Itegra Group, Inc	Carpenters Circle	\$ 10,000.00	returning group from the fall	Harper Zielonko	4rd quarter, around end of September
The Moneta Group	Carpenters Circle	\$ 7,500.00	returning group from the fall	Harper Zielonko	Last quarter of 2018
Bob & Kathy West	Framers Circle	\$ 5,000.00	2018 Board Commitment	Kimberly McKinney	expected end April 2018
Bodine Aluminum	Framers Circle	\$ 5,000.00	grant application	Deirdre Schaneman	Dec-18
Carraden Group	Framers Circle	\$ 6,000.00			
Diann Cage Design Co	Framers Circle	\$ 5,000.00	2018 Board Commitment	Kimberly McKinney	expected by 11/30/18
Ladue High School	Framers Circle	\$ 5,000.00	Chapus Chapter fundraising	Harper Zielonko	Before June 2018
Nidec	Framers Circle	\$ 5,000.00		Kimberly McKinney	received
Opus Foundation	Framers Circle	\$ 5,000.00	Working a half day for their KC and STL office	Harper Zielonko	Before June 2018
Linda Loewenstein	Crew Member	\$ 3,300.00	2018 Board Commitment	Kimberly McKinney	received
Amy Berg	Crew Member	\$ 2,500.00	2018 Board Commitment	Kimberly McKinney	expected by 11/25/18
Rick & Mary Anne Roberts	Crew Member	\$ 2,500.00	AHAP	Deirdre Schaneman & Harper Zielonko	received
Jeffrey St. Omer	Crew Member	\$ 2,000.00	2018 Board Commitment	Kimberly McKinney	
Shirley Dowdy	Crew Member	\$ 2,000.00		Deirdre Schaneman	received
Travis Roofing Supply of St. Louis	Crew Member	\$ 1,750.00	3rd Party Fundraiser	Harper Zielonko	received
Linda Mohen	Crew Member	\$ 1,610.00	2018 Board Commitment		
Roger Brown	Crew Member	\$ 1,600.00	2018 Board Commitment		
Anna Hart	Crew Member	\$ 1,500.00	2018 Board Commitment		
Ed Alizadeh	Crew Member	\$ 1,500.00	2018 Board Commitment		
Marc Hirshman	Crew Member	\$ 1,500.00	2018 Board Commitment		
Ruth Siteman	Crew Member	\$ 1,500.00	Individual donor	Deirdre Schaneman & Harper Zielonko	received
BUILDERS CLUB TEAMS					
Brad & Heather Strahorn	Builders Club Team	\$ 3,000.00	2 Builders Club teams- new donor	Harper Zielonko	received
Crawford Butz	Builders Club Team	\$ 2,500.00	New donor	Harper Zielonko	unknown- Build days not scheduled yet
Interfaith Community Partnership	Builders Club Team	\$ 2,000.00	TwoStory Builders Club Team	Harper Zielonko	unknown- Build days not scheduled yet
Renewal by Anderson	Builders Club Team	\$ 2,000.00	TwoStory Builders Club Team - New donor	Harper Zielonko	unknown- Build days not scheduled yet
Wallis Companies	Builders Club Team	\$ 2,000.00	TwoStory Builders Club Team- New Donor	Harper Zielonko	unknown- Build days not scheduled yet

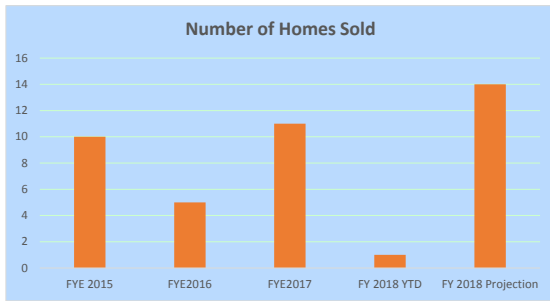
Habitat For Humanity Saint Louis
Profit & Loss Budget Performance
 January through March 2018

4:58 PM
 04/11/2018
 Accrual Basis

	Jan - Mar 18	Budget	Jan - Mar 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
40000 · *RESTRICTED CONTRIBUTIONS	85,000	81,000	85,000	81,000	100,000
40100 · *Transfers to Homeowners	145,000	487,500	145,000	487,500	1,950,000
40200 · *Grant Revenue	0	70,500	0	70,500	282,000
40700 · *Restore Forest Park Sales	74,886	137,814	74,886	137,814	551,250
40755 · *Restore Des Peres Sales	187,582	170,415	187,582	170,415	681,661
40800 · Restore Donated Materials	0	0	0	0	1,190,000
40850 · Sustainability Revenue	0	384	0	384	1,537
40900 · *MISSION SUPPORT	324,601	113,609	324,601	113,609	1,290,515
40950 · Contribution - AHAP Check Exchg	17,317	117,633	17,317	117,633	624,772
40955 · AHAP Capacity Building Revenue	5,000	167,379	5,000	167,379	669,512
41000 · *SPECIAL EVENTS	10,405	8,877	10,405	8,877	35,500
46000 · *In-Kind Contributions	0	35,001	0	35,001	140,000
46690 · New Market Tax Credit Income	0	9,567	0	9,567	38,267
47000 · *Other Revenue & Support	5,789	6,177	5,789	6,177	24,712
47105 · Cancellation of Debt	0	0	0	0	1,207,707
47110 · Amortization Interest Income	12,396	14,565	12,396	14,565	58,264
47200 · *Rental & Late Fee Income	1,300		1,300		
48300 · *Investment Income	120	87	120	87	350
49999 · Net Assets Released From Rest.	0	0	0	0	0
Total Income	869,396	1,420,508	869,396	1,420,508	8,846,047
Cost of Goods Sold					
50005 · Restore Forest Park COGS	12	0	12	0	550,000
50006 · ReStore Des Peres COGS	35	0	35	0	640,000
Total COGS	47	0	47	0	1,190,000
Gross Profit	869,349	1,420,508	869,349	1,420,508	7,656,047
Expense					
52000 · *Salaries	384,746	415,120	384,746	415,120	1,836,014
52050 · ReStore Incentive Compensation	0	6,249	0	6,249	25,000
53000 · *Employee Taxes & Benefits	116,896	125,313	116,896	125,313	487,688
54005 · CHDO-City Salaries	6,180		6,180		
54100 · CHDO Employee Taxes & Benefits	469		469		
55000 · *Program General	7,955	30,914	7,955	30,914	121,150
55040 · *Discount on Mortgage	17,355	101,907	17,355	101,907	407,630
55050 · Forgivable Note AmortizationExp	17,982	20,724	17,982	20,724	82,886
55155 · *HC-Build Expenses ClosedHomes	132,499	526,962	132,499	526,962	2,107,853
55305 · * Portion of Business (POB)	16,673	14,001	16,673	14,001	56,000
57001 · POB2017 Cost of Land	6,698		6,698		
58000 · *Fund Raising/Spec Events	826	2,862	826	2,862	11,450
60080 · *Service Charges & Int Fees	30,606	53,097	30,606	53,097	212,380
60120 · *Committee Expenses	5,725	5,916	5,725	5,916	23,640
60520 · *Computer Expenses	4,525	8,568	4,525	8,568	34,256
62160 · Depreciation & Amortization Exp	7,859	22,176	7,859	22,176	88,720
62560 · *Facilities Costs	87,208	159,774	87,208	159,774	639,081
63560 · *Fees-Contracts & Applications	2,147	3,063	2,147	3,063	12,235
64600 · *Insurance Costs	19,963	12,900	19,963	12,900	51,600
64890 · *Marketing & PR	24,159	36,225	24,159	36,225	144,900
64895 · Networking Activity	43	1,176	43	1,176	4,700
64920 · Memberships, Dues, & Subscrip.	277	2,295	277	2,295	9,165
64960 · Merchandise & Supplies	500	489	500	489	1,950
65000 · Miscellaneous Expense	756	126	756	126	500
65040 · Newsletters & Appeals	4,964	9,999	4,964	9,999	40,000
65080 · *Office Expenses	16,294	12,060	16,294	12,060	48,232
65320 · *Other Costs & Services	3,055	5,373	3,055	5,373	21,464
65720 · Postage and Delivery	568	1,416	568	1,416	5,675
65725 · Shipping and Handling Expenses	77	24	77	24	100
65840 · *General Professional Fees	1,888	1,575	1,888	1,575	136,300
65841 · CHDO General Professional Fees	95	201	95	201	800
66080 · Recgnitn,Meals&Award(staff/vol)	513	2,829	513	2,829	11,300
66160 · Telephone & Fax	7,403	7,116	7,403	7,116	28,488
66200 · Education & Prof. Development	0	4,788	0	4,788	19,150
66240 · *Out of Town Travel	0	2,352	0	2,352	9,400
66400 · Uncategorized Expenses	10,726		10,726		
66440 · *Vehicle Expense	8,965	25,356	8,965	25,356	101,394
Total Expense	946,595	1,622,946	946,595	1,622,946	6,781,101
Net Ordinary Income	-77,246	-202,438	-77,246	-202,438	874,946
Net Income	-77,246	-202,438	-77,246	-202,438	874,946

Habitat for Humanity St. Louis - Financial Recap Charts

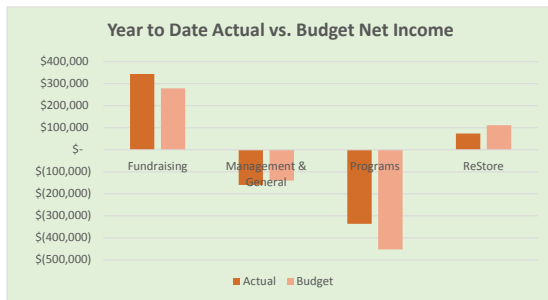
March 31, 2018



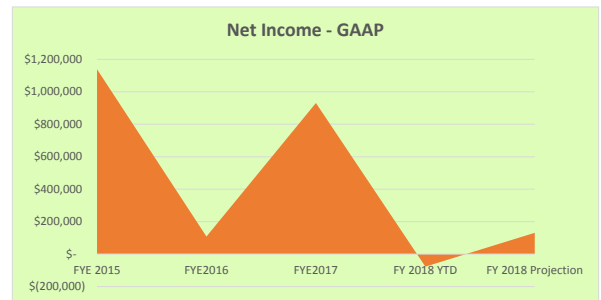
See HC Actual



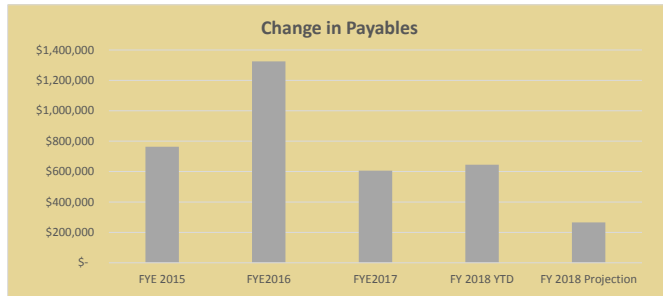
See Income Statement and GAAP Trended Reports



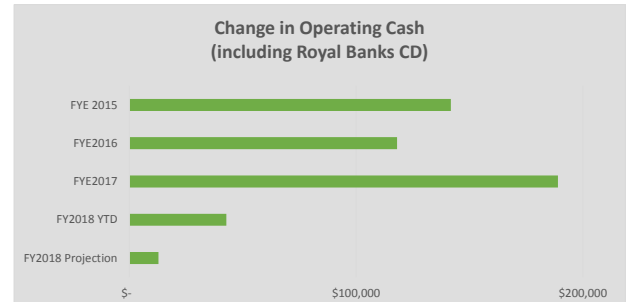
See 2018 Recaps thru March and related P&L's



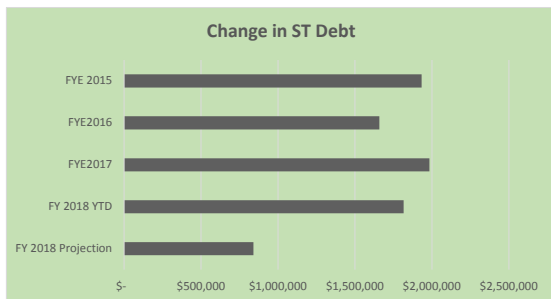
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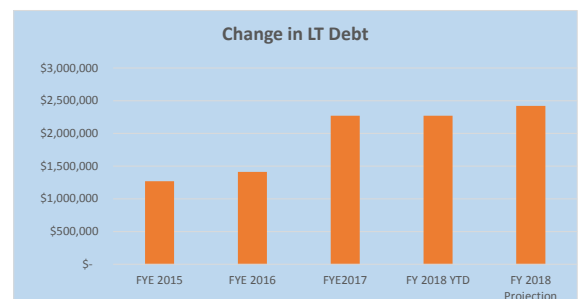
See Balance Sheet



See Cash Flow Forecast Report



See Balance Sheet and Cash Flow Forecast Reports



See Balance Sheet



Leading Edge Committee Meeting Minutes

To: Leading Edge Committee Members and HFHSL Board of Directors
From: Joe Fetter, HFHSL Volunteer Services Manager
Date: March 28, 2018 @ HFHSL Boardroom
Attendees: Paul Tohl (chair), Bob Frank, Erica Flanagan, Bob Miller, John Beaury, Bill Schwartz, Kevin Rapp (HFHSL PM), Joe Fetter (HFHSL VSM)
Absent: Steve Moore, Bob Fayman

I. Welcome – 6:00pm

Paul Tohl, Leading Edge Chair

II. Approved February 2018 Minutes

- a. February 2018 minutes reviewed
- b. Bob Frank moves to accept the minutes as edited. Bob Miller seconds.
- c. February 2018 minutes are approved.

III. Sub-Committee 2018 Updates

a. Leadership Recruitment & Retention (R&R) Subcommittee

- i. Review of CLT 2018 numbers and statistics
 1. Potential new CLT contacts made in 2018: 17
 2. Total active (rough estimate): 25-30
 3. Total CLT shifts served, 2018: 12
 4. Individual CLTs out in 2018: 10
 5. First-timers out in 2018: 7
 6. CLTs at CL Dinner: 8
- ii. Project managers will now aim to have 1 CLT per Construction Leader (instead of 1 CLT per house), whenever possible. This may not always be possible, depending on the tasks for the day.
- iii. There are several CLTs that are almost ready to be CLs. Construction staff will promote them throughout the year whenever they're ready (instead of waiting to do so at the CL Dinner, although we will still honor them at the dinner).

b. Leadership Training Sub-Committee

- i. Mentor Program Letter
 1. Bob Frank drafted a letter to send to potential mentors for the CLT Mentorship Program (see Appendix A). The letter introduces the program and asks the recipient to consider becoming a mentor.
 2. Overall, committee agrees with the content of the letter. The only change would be to include Bob Frank's contact info in case anyone has questions about the program.

3. Kevin says that the construction staff must approve the list of potential mentors. Because of this, the committee decides to generate the list, submit it to the construction staff for approval, and then begin sending out the letters.
- ii. Potential CLT training days
 1. There are still no potential training days available
 2. Committee agrees that we need to hold an Intro to Construction Leadership training soon, since we've had a lot of new, active CLTs.
 3. There's a potential for a training at Ulena on April 28th. This would be either Intro to CL, or Interior Wall. Kevin will update the committee as soon as he can.

IV. Upcoming LE Committee Meetings

- a. **Leading Edge Committee:** Wednesday, April 25th, 2018; 6pm at location TBD (will likely be ReStore Des Peres)

V. Meeting Adjourned – 7:30pm

Appendix A
Letter to Potential Mentors (draft)

Dear Construction Leader,

As was described at the Leadership Dinner, the Leading Edge Committee is introducing a mentorship program to aid in the retention of those individuals who have volunteered for the Construction Leadership Training Program.

Merriam-Webster's Dictionary defines a mentor as 'a trusted counselor or guide'.

The following description of a mentor's role is taken from the website www.thebalance.com.

A mentor takes a long-range view of your growth and development.

A mentor helps you see the destination but does not give you a detailed map of how to get there

A mentor offers encouragement and cheerleading but not 'how to' advice.

What is expected of a Habitat mentor?

The Habitat mentor must be a Construction Leader, Site Assistant, or Project Manager, and must volunteer to be a mentor.

It will be the mentor's responsibility, initially, to reach out to the mentee and explain the purpose of the program. Following that, contact can be initiated by either party.

Ideally, the Leading Edge Committee will issue a quarterly report to each mentor regarding the participation of his/her mentee in the Leadership Training Program. The mentor can then follow up as he/she sees fit.

If the mentor/mentee relationship does not seem compatible, either party can request a reassignment.

Because of your proven leadership ability, the Leading Edge Committee is asking you to consider volunteering to be a mentor in this new program. Please reply to Bob Frank at spreadking.att.net by April 30 your decision regarding this request.

Once we have received replies from everyone, we will begin the process of matching mentors with CLT's. Hopefully this process can be completed by the end of May.

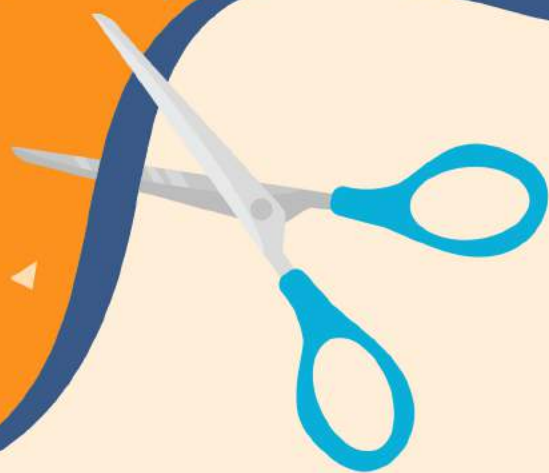
Thank you for your consideration,

Leading Edge Committee

Paul Tohl, Chairman



Habitat
for Humanity®
Saint Louis



RIBBON CUTTING & OPEN HOUSE

WEDNESDAY, MAY 2ND
9:30 AM- 11:30 AM



3830 SOUTH GRAND BLVD
ST. LOUIS, MO, 63118

Please join us for a special Ribbon Cutting Ceremony followed by an Open House at our new headquarters!
Breakfast and light refreshments will be provided.

If interested, please **RSVP** to Resource Development Relationship Manager, Harper Zielonko, at harper@habitatstl.org or by phone **314-371-0400** ext **629**.

BUILDING HOMES. BUILDING HOPE. BUILDING ST. LOUIS.





SAVE THE DATES

EXECUTIVE BUILD

June 15th | September 21st
December 7th

Step outside the office and onto the build site! Grow your network and help us build affordable housing in our community!

*A \$500 minimum donation is required.

Contact Resource Development Manager, Harper Zielonko, at harper@habitatstl.org to learn more and to register, today!



RESERVE YOUR SPOT TODAY!