

**Habitat for Humanity Saint Louis  
Board of Directors Meeting  
October 22, 2019**

Call to Order	Chris Roetheli
Mission Moment	Nat Walsh
Minutes of September 24, 2019 Meeting	Pattye Taylor-Phillips
Strategic Topic	Digging Deeper into Real Estate Development / A Virtual Tour Michael Powers, Real Estate Development Manager
CEO Report	Kimberly McKinney
Treasurer's Report	Stephen Westbrook

Committee Reports:  
Discussion of any requiring Board action and/or questions regarding written reports.

Other/Open Business

Adjournment of Full Board

**Executive Session** *\*as needed*

Adjournment

**MARK YOUR CALENDARS:**

*Upcoming Events*

Tuesday, November 12, 2019	<b>November Finance Committee Meeting, 11:30 AM</b>
Tuesday, November 19, 2019	<b>Board Meeting, 11:30 AM</b>
Friday, December 6, 2019	<b>Executive Build, 3 of 3</b>

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

Habitat for Humanity Saint Louis (HFHSL)  
Board of Directors Meeting  
September 24, 2019 Minutes

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

Chris Roetheli	Stephen Westbrooks	Pattye Taylor-Phillips
Ed Alizadeh	Rob Anderson	Kim Bakker
Amy Berg	Jared Boyd	Natasha Das
Jamey Edgerton	Peggy Holly	Malaika Horne
Linda Lowenstein	LaDawn Ostmann	Josh Udelhofen
Nat Walsh	Marc Hirshman	Howard Smith
Bob West	Kimberly McKinney	Joe Fetter
Harper Zielonko		

Linda Lowenstein called the meeting to order at 11:31am. The mission moment was given by Joe Fetter, Volunteer Services Manager.

Minutes: A motion to approve the minutes from the August 27<sup>th</sup>, 2019 Board of Directors meeting was made by Peggy Holly and seconded by Ed Alizadeh. The motion was approved.

Strategic Topic: Resource Development/Endowment. Harper Zielonko, Director of Resource Development shared that in late February, Habitat-St. Louis was notified by the St. Louis Community Foundation that Ralph and Ruthie Deuser created an endowment fund “as a challenge to create or strengthen” our “organization’s unrestricted endowed resources”.

Requirements and restrictions to the fund include the following:

- The “Fund” was created as a challenge to create or strengthen Habitat’s unrestricted endowed resources.
- To receive the match of \$292,193.20, an equal amount for the “fund” must be raised by March 1, 2024.
- As soon as the match has been reached (which means it could be sooner than 3/1/2024), the \$292,130.20 would be deposited into a “fund” and Habitat would begin to receive in perpetuity a distribution each March of approximately 4% (approximately \$24K on \$584,260.40 which is the amount of the “fund” once fully matched.)
- If the gifts in the “fund” on March 1, 2024 total less than the full match, the “fund” will be equal to amount raised (Example: If \$100K is raised, then only \$100K of the \$292,193.20) would be deposited and the distribution would be based on that amount. Any amount may be added to the “fund” at any time to increase the value of the endowment and thus the annual distribution.
- A smaller remainder distribution from the Estate is expected and will be added to the “fund” (with no requirement to match or no credit as part of the match).
- Various gifts including mutual funds, publicly traded securities and testamentary gifts are accepted towards the match – but all donations/gifts must be deposited and would be held by the Community Foundation and, as such, would be an asset on their books, not ours.
- For the Community Foundation, this “fund” is one of over 600 component funds – there is no chance of altering the requirements.
- Harper plans to build the infrastructure for the endowment fund in 2020 and launch in Spring of 2021. In 2020, she would like to have conversations with people who may be

interested in supporting Habitat-St. Louis through planned giving via this fund. Board Members are asked to send the names of prospects to Harper and make introductions if possible. This could be a topic for a Board Strategic working group during the 2020 Board retreat.

CEO Report: As part of success and shout outs, Kimberly thanked Amy Berg for the invitation to Kimberly McKinney and Harper Zielonko to attend the Missouri Growth Association meeting and Jamey Edgerton for the “friend-raising” happy hour that he was hosting.

HFHI – Through local contacts with US Bank, we learned of a campaign tied to various loan products that is launching and piloting in the St. Louis market in the month of October. The campaign will involve marketing materials via email, social media and web banners along with onsite bank branch materials for a \$100,000 donation to HFHI. Much time and effort was given to address the misleading content (marketing materials were shared with Board members), as well as the funding but had to be balanced with respect for our local relationship (\$20k US Bank Foundation grant 2018, \$30k grant pending for 2019). To “counter” the donor confusion that will ensue from this campaign, we will be more aggressively promoting the need to give local to build local. The campaign will be shared with media under the auspices of World Habitat Day (October 7) and without direct reference to the US Bank program. As plans continue to develop, the intent is that the campaign will include social media messages, editorials, a television interview, and a previously committed ad within the St. Louis Business Journal. Kimberly asked that Board members ask their friends how they donate to Habitat and encourage them to donate locally.

Executive Build – Thanks to those who made referrals for the September Executive Build (9/27). Nine participants are expected. Kimberly will send the list of attendees for the 9/27 build day to Board members in addition to the list of participants signed up for the December 6<sup>th</sup> Executive Build.

Volunteer Appreciation Event – Just a reminder that this event is scheduled for Sunday, October 27<sup>th</sup> from Noon – 3 pm at the Anheuser Busch Biergarten. Board Members are encouraged to attend. Please register at [www.habitatstl.org/volunteerlunch](http://www.habitatstl.org/volunteerlunch) .

Quality Assurance Checklist- Prior to October 31, 2019, we must complete our FY2019 Affiliated Organization Covenant and Quality Assurance checklist (QAC) documents. Documents reflect an approval of the covenant 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 tithe 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 Habitat for Humanity movement and is in the best interests of other affiliates and of Habitat for Humanity International, including, but not limited to, actions that are specified in this covenant and in Habitat for Humanity policies.

A motion was made to approve the FY2019 Affiliated Organization Covenant and Quality Assurance Checklist (QAC) documents by Amy Berg and seconded by Nat Walsh. The motion was approved.

Treasurer's Report: Stephen Westbrook provided an overview of the August 2019 Dashboard. Many thanks to Julia Hart who stepped in to assist with closing entries for the month of August given the recent change in staffing on the Finance Team.

**Committee Reports:**

Outparcel: Many thanks to Amy Berg, Howard Smith and Jared Boyd who participated along with other community leaders in a brainstorming discussion regarding how the outparcel may best be developed for community benefit. Several ideas came from the discussion including the need for workforce training, a culinary school, food prep facility, a space for food trucks to operate, a social services center encompassing more than one of the prior ideas, or perhaps a community college facility. More discussions to come from the follow-up conversations that will occur as an outcome of this meeting.

**Adjournment of Full Board:**

There being no further business, the meeting adjourned at 12:31pm. The motion was made by Jamey Edgerton and seconded by Stephen Westbrooks. The motion was approved.

Respectfully submitted: Pattye Taylor-Phillips, Board Secretary

Habitat for Humanity of Saint Louis  
Dashboard  
as of September 2019

Income and Expenses					
	YTD Actual	YTD Budget	%	Annual Budget	Prior Year YTD
Mission Support	\$807,395	\$776,325	104%	\$1,601,500	\$808,045
Restricted Contributions	\$80,000	\$58,331	137%	\$100,000	\$90,000
<b>Total RD Revenue</b>	<b>\$887,395</b>	<b>\$834,656</b>	<b>106%</b>	<b>\$1,701,500</b>	<b>\$898,045</b>
Construction Grants	\$355,931	\$1,025,595	35%	\$1,367,460	\$3,000
Total Contributions	\$1,243,931	\$1,860,251	67%	\$3,068,960	\$928,045
Other Income	\$1,167,276	\$1,387,200	84%	\$2,816,291	\$1,780,730
House Transfers	\$1,083,000	\$2,700,000	40%	\$3,600,000	\$145,000
Construction In-kind	\$75,113	\$87,000	86%	\$174,000	\$421,411
ReStore South Side (SS/FP) Revenue	\$435,508	\$501,000	87%	\$650,000	\$249,419
ReStore Des Peres (DP) Revenue	\$505,056	\$592,297	85%	\$780,400	\$448,580
Total Income	\$4,509,279	\$7,127,748	63%	\$11,089,651	\$3,973,185
Operating Expenditures	\$2,867,562	\$3,709,571	77%	\$5,755,112	\$2,477,685
Home Construction	\$1,241,918	\$2,824,329	44%	\$4,393,219	\$155,791
Total Expenditures	\$4,109,480	\$6,533,900	63%	\$10,148,331	\$2,633,476
Net Profit (Loss)	\$399,799	\$593,848	67%	\$941,320	\$1,339,709
ReStore Forest Park Profit (Loss)	\$111,212	\$127,525	87%	\$145,767	\$113,605
ReStore Des Peres Profit (Loss)	\$256,286	\$449,232	57%	\$582,986	\$385,294
	<b>Principal Bal</b>	<b>High Limit</b>			
3830 South Grand / Royal TEBF	\$2,040,000	\$2,040,000			
Royal Bank Construction Line of Credit	\$378,225				
Royal Banks Truck Loan	\$41,381	\$48,950			
Royal Bank LOC	\$800,000	\$800,000			
Peoples Bank LOC	\$283,566	\$1,189,367			
	YTD 2019	YTD 2018		Change	
Year/Year Change in Cash	\$170,617	\$156,173		\$14,444	
Year/Year AP	\$1,145,668	\$786,963		\$358,705	
Year/Year Change in Debt	\$1,085,442	\$1,745,832		(\$660,390)	
<b>Mortgages</b>	<b>Actual</b>	<b>Benchmark</b>			
Delinquent Mortgages (90+ days)	2				
Open Communication w Representative	0				
<b>Construction</b>	<b>Actual</b>	<b>Benchmark</b>			
Housing Units Closed	7				
Housing Units Under Construction	11				
Construction In Progress	\$1,382,805				
Cost/Closed	\$182,743				Includes In Kind Amount of \$15,698 (average per home)
Financial Donor Volunteer Days	25				25 of 13 possible build days / 2 ReStore groups
Homeowner Applications Distributed	239				164 returned (69%).
Lots Available	26				Ownership or Option. One additional property has an accepted option contract that hasn't yet been
Vacant Homes	0				No owned, any vacancies are pending title issue resolution/ Wellston (5) Vacant Lots
<b>ReStore</b>	<b>Actual</b>	<b>Benchmark</b>			
Average Number of Transactions SS	1431				Per Month and Per Customer (not per item)/ +28 from prior report; +152 from prior year.
Average Number of Transactions DP	1592				Per Month and Customer, +33 from prior report, -30 from prior year
Average Sales Per Square Foot SS	\$28.35	\$22.71			HFHI median of stores similar sqft (20k), -0.09 from prior report, +\$6.50 from prior year.
Average Sales Per Square Foot DP	\$16.83	\$23.99			Benchmark (40k sqft as basis)/ +0.47 from prior report; -\$2.70 from prior year.
Total pickups/drop-offs this month	746				192 Pick-Ups/83 drop offs SS/471 drop offs DP.
					<b>COMMENTS</b>
<b>Resource Development</b>	<b>Actual</b>	<b>Benchmark</b>			
New Donors : Mission Support	254				An increase of 15 from prior month / unable to compare to prior year as # was N/A
New Donors YTD -Contribution= / > \$1200	19				An increase of 1 from prior report / same as prior year
Median GC Gift Amount	\$50				No change from prior report / no change from prior year
Renewed Mission Support Donor %	56%	40%			Benchmark reflects a NFP Standard
Renewed Keystone members/Specialty	N/A				Issue with Etapestry prevented reporting.
New Keystone members/Specialty Buil	N/A				Issue with Etapestry prevented reporting.
					<b>COMMENTS</b>
<b>Board Engagement</b>	<b>Actual</b>	<b>Benchmark</b>			
Board Meeting Attendance	52%	80%			80% Best Practice Recommendation
Board Percentage (personal giving ytd %)	67%	100%			Per HFHSL Statement of Commitment. Same as prior report and decrease of 7% from prior year
Board Giving (Total \$ YTD)	\$30,475				Increase of \$225 from prior month / decrease of \$429 prior year

**Habitat for Humanity Saint Louis Board of Directors Meeting  
Tuesday, October 22, 2019  
CEO Report**

**Successes and Shout Outs!**

**Resource Development**

**Give Local / Build Local**

**HFHI**

As part of our World Habitat Day celebration, the *St. Louis American* included a guest columnist article ([http://www.stlamerican.com/news/columnists/guest\\_columnists/habitat-for-humanity-has-built-more-than-homes-in-st/article\\_b09b8c6e-e574-11e9-a537-8333450dd540.html?utm\\_medium=social&utm\\_source=email&utm\\_campaign=user-share](http://www.stlamerican.com/news/columnists/guest_columnists/habitat-for-humanity-has-built-more-than-homes-in-st/article_b09b8c6e-e574-11e9-a537-8333450dd540.html?utm_medium=social&utm_source=email&utm_campaign=user-share))

and KTVI had an AM news interview (<https://fox2now.com/2019/10/07/habitat-for-humanity-helps-build-strong-and-stable-communities/>)

Additional media will or could include:

- An advertisement in the *St. Louis Business Journal*;
- An article has also been sent to the *St. Louis Post Dispatch*;
- Social media featuring homebuyers and/or those on the list to purchase a home;
- A specific focus on the campaign during KMOV Home for the Holidays (weeks of October 28<sup>th</sup> and November 18<sup>th</sup>).

And, in lieu of the email referenced for forwarding to contacts re World Habitat Day, one will be sent as part of the October Board meeting follow-up that will mirror the end of year appeal which features, Tanjinia, the KMOV homebuyer.

**US Bank**

The US Bank campaign for donations to HFHI is out within the St. Louis market and has provided a few opportunities to specifically answer donor questions. Following the conversation from last months meeting, outreach has been made with Chase via specific board contacts.

**Executive Build:**

As a reminder, Subash Alias and Jamey Edgerton will co-host the December Executive Build and they have set an ambitious goal of 20. To date, the following individuals have either registered or indicated plans to attend – (1) Ben Voss, MO Baptist, (2) Al Voss, Retired Veteran (and Ben's dad), (3) Alderman Tom Oldenberg (4) Thomas Byrne, Cornerstone Insurance, (5) Matt Sokolich, Commerce Bank, (6) Phillip Hamilton, Mindactive, (7) Vince Nutt, BJC Healthcare, (8) Sarah Hakes, Colliers, (9) Beau Reiberg, Diversified Structure Solutions, and (10) Kimm Anderson, UHY Advisors.

The registration link for the December 6<sup>th</sup> event can be found at:  
<https://www.habitatstl.org/executive-build-registration-now-open/>

**Volunteer Appreciation Event**

Just a reminder that if you plan to attend our annual Volunteer Appreciation Event, Sunday October 27<sup>th</sup> at the Anheuser Busch Biergarten - please register at [WWW.HABITATSTL.ORG/VOLUNTEERLUNCH](http://WWW.HABITATSTL.ORG/VOLUNTEERLUNCH) As of October 14<sup>th</sup>, almost 150 people have registered to attend. The event is from noon and 3 pm.

**Program**

## **HFHSL Headquarters**

Lights installed! Through the Ameren business initiative program, LED fixtures and lights have been placed throughout the ReStore and Construction Warehouse. Additionally, an application for the neighborhood solar program has been submitted. More on the program below -

### Program Overview

Through the Neighborhood Solar program, customers can apply to host an Ameren Missouri renewable energy center on their property, at no cost to the customer. The first site could be installed as soon as early 2020. Ideal partners in the Neighborhood Solar program are institutions, schools, non-profit organizations and other non-residential locations that act as a hub in the community. EV charging opportunities are also a plus

## **Outparcel**

Communication continues with representatives of Family Dollar related to the Restriction and Easement Agreement (REA) and the \$62,948.58 invoice submitted.

Follow-up meetings generated from the brainstorming session on “what’s possible” that would be of community benefit are ongoing. An update will be provided at the October meeting.

## **Mortgage Loan Fund: Board Retreat Outcome 2015**

Citizens National Bank has committed as the fourth investor to the Fund. Total amount committed to the fund since being launched, \$4 million – with less than \$1.4 million deployed. Of the four Investors, both Midland and First Bank have closed their first round of five mortgages each, Royal has closed one (four remaining). An Investor Build day will be held Friday, October 25<sup>th</sup> from 7:45 am – 11:45 am.

## **Neighborhoods/ Home Construction/Homebuyers**

*Scattered South City Sites:* Prep for KMOV is underway. The build will kick off on October 28<sup>th</sup> with KMOV build groups throughout that week and then returning the week of November 18<sup>th</sup>. Dedication to occur on air on November 25<sup>th</sup> – during the noon news (attend if your schedule permits). Closing expected to occur in early December.

*Tiffany Phase II.* Closed!

*La Saison: (previously noted as New City Build):* Build progressing. SLHA document completion continues to cause project to lag specifically as it relates to approval of revised parking plan (mixture of two-car pads / one car garage and closing documents for the loan/note). Keystone groups are now onsite on at least two homes / three days per week.

*Lookaway Phase 2 – 7 homes, \$446,751:* The environmental review has been completed. A Notice of Funding Availability and closing date has been projected for October 18<sup>th</sup>.

An individual who lives in one of four St. Louis County homes near the project (the City / County line runs through the subdivision) has filed suit in Circuit Court of St. Louis County claiming damages related to construction trailers, and emotional stress/damages related to his property value. Petition was initially submitted to our insurance who has rejected coverage under general liability due to “no occurrence, nor is there a bodily injury, tangible damage to property or an advertising or personal injury alleged.” Following a conference call with Natasha Das and Vince Keady with Stinson, a response will be filed prior to the deadline.

*Gate District* (across from Tiffany) - 5 homes, \$285,800: Site development and excavation will occur within the next couple of months. Additionally, a response to the RFP for a second phase, 7 homes, has been submitted to Midtown Redevelopment and will be the project requested for funding in the current round of City of St. Louis Affordable Housing Trust fund.

*Future Builds:*

*Tiffany Phase 3* – 3 homes, \$216,287: Projected to start 2020.

*University City Phase 3* – 7 homes, \$425,000: Property transfer and UC support (specifically for the application of AHAPs – a NOFA has been released) was delayed from the September 9<sup>th</sup> City Council meeting to October 14<sup>th</sup> due to a delay by UC legal staff in completing documents. An update will be given at the October meeting.

College Prep – In consideration of the demographics of families recently closed or in the pipeline, College Prep is being revamped for participants as young as 2<sup>nd</sup> grade. Students from the Washington University campus chapter will continue to be involved as tutors along with the third-party provider.

**Management/General**

**2020 Budget**

As a reminder, the November meeting will be held one week earlier - Tuesday, November 19<sup>th</sup> - to avoid possible conflicts with the Thanksgiving holiday. The Strategic Topic will be the presentation of the 2020 budget. While all questions/conversation are welcomed, those who want a deeper dive into the budget are invited to attend the Finance Committee meeting on Tuesday, November 12<sup>th</sup>. Both meetings are from 11:30 am – 1:00 pm.



## Minutes for the Habitat for Humanity Saint Louis Development Council Meeting October 8, 2019

- **Welcome and Introduction**

Nat Walsh- Development Council Chair

October Attendance: Dan Thieret (Clifton Larson Allen), Kathleen Tallis (Stifel Bank), Kim Brown (Sugar Creek Capital), Lauren Talley (Cushman Wakefield), Ellen Mannion (Balke Brown), Helen Lee (Tao Lee Architects), Nat Walsh (St. Louis Title/Habitat Board), Kimberly McKinney (Habitat staff)
  
- **Habitat for Humanity Saint Louis 2019 Construction Update**
  - Construction update
    - Closings: Indiana closed in August, Tiffany (3) closed in September, Hazelwood (scheduled for October 30<sup>th</sup>) and Ulena (by end of year)
    - New Projects:
      - La Saison – 5 homes currently under construction, five more to follow starting in 2020 partnership with SLHA and City of St. Louis Affordable Housing Commission.
      - Gate District- Partnership with Midtown Redevelopment (umbrella organization representing SMSM and SLU). 5 homes in Phase 1 / response sent to RFP for additional 5 homes in phase 2
      - Lookaway Phase 2 – 7 homes which will finish this development. Delay pending resolution of environmental review – anticipated date for notice of funding availability is October 18<sup>th</sup>.
  - **HFHI vs HFHSL** –Information shared regarding the **Give Local / Build Local** campaign. If you hear of anyone saying they support Habitat, please do make sure they are sending their check to the local address if they want to build homes locally.
  
- **2019 Development Council Projects**
  - Executive Build- \$500 donation per person. September 20<sup>th</sup>, December 6<sup>th</sup>.
    - New format is quarterly with a DC or BOD as host or co-host.
    - Much thanks to Kathy Sorkin as host of the September build. December will be hosted by Habitat Saint Louis Board Members Jamey Edgerton (Triad Capital) and Subash Alias (Missouri Partnership) – and they have set a goal of 20 participants. Registration can be found [here](#).
  - Industry Challenges- This program is designed to raise money from within an industry (realty companies, CPA Firms, etc.) during one month and works best but not exclusively with transactional industries. December will focus on the industries/sectors that may be considered and who is best to make the introduction.
  
- Dates for 2019 to keep in mind

- Next meeting date: December 3<sup>rd</sup>
- Events Habitat is hosting
  - Volunteer Appreciation Luncheon @ Anheuser Busch October 27<sup>th</sup> @ noon. We would love to see Development Council there. Register [here](#).
  - KMOV Build October 28<sup>th</sup>-November 22<sup>nd</sup>. Dedication November 25<sup>th</sup>
    - KMOV is sold out with 10 partners (all but one returning sponsors): Imos, Brown & Crouppen, TDK Technologies, Regions Bank, Koch Air, Spectrum Brands, Clayco, Mastercard, Carpenters Union, & USA Mortgage. If you know anyone at these companies, please thank them for their participation.
- In response to general questions about the funding of Habitat Saint Louis, the Keystone Community Partner framework is attached.
- For sharing with contacts, the ReStore infographic is attached.
- For regular updates, don't forget to follow us on
  - [Facebook.com/habitat.stl](https://www.facebook.com/habitat.stl)
  - [Instagram.com/habitat.stl](https://www.instagram.com/habitat.stl)
  - [Twitter.com/habitatstl](https://twitter.com/habitatstl)



## Finance Committee Minutes

September 20, 2019

**Mission Statement:** The objective of the Finance committee is to support long-term growth and stability through effective stewardship of all financial affairs. This stewardship will include recommendations and counsel to the board and staff related to: current financial situation; financing and mortgage policies, procedures and practices; accounting and control policies, procedures and practices; annual and long-term financial plans.

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**Facilitator(s):** Dan Cierpiot  
**Scribe:** Dan Cierpiot  
**Attendees:** Stephen Westbrooks, Rob Anderson, Lisa Blame, Judy Cromer

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**Meeting** The meeting was held via teleconference.

### **Updates**

- Dan informed the Committee that Tom Wohlfeil had been relieved of his position as Finance Manager, and further discussed and updated on the status of the Finance Manager position. Dan shared that a replacement had been hired and would be starting with Habitat on September 23<sup>rd</sup>.
- La Saison Phase 1 is under construction and one home will close in 2019. The remaining four will close early in 2020. Administrative delays in working with the Housing Authority has resulted in construction delays. Phase 2 is in the works and plans are being finalized for a ground breaking late in 2019 or early 2020.
- The three Tiffany homes will close at the end of the month. We anticipate closing on 5034 Ulena and 266 Buddie in the next 60-90 days, and 3434 Indiana (KMOV home) will close the first week of December.
- Lookaway Phase II will proceed to pre-construction and site work as soon as we close on the HOME Funds documents. This has been delayed by a HUD required environmental impact study. We have been awarded HOME and AHTF funds for this project.
- The UCity project will move forward with land acquisition following the UCity Council meeting in October. This project will receive County HOME funds.
- The Gate District Phase I project will move forward in early 2020. This project has received significant AHTF funding.

### **August 2019 Results**

The August 2019 financial update/overview was presented by Dan. Specific numbers are included with the reports attached hereto.

### **Announcements**

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## Leading Edge Committee Meeting Minutes

**To:** Leading Edge Committee Members and HFHSL Board of Directors  
**From:** Joe Fetter, HFHSL Volunteer Services Manager  
**Date:** September 19, 2019 @ HFHSL Boardroom  
**Attendees:** Paul Tohl (LE Chair), Bob Miller, Bill Schwartz, Bob Frank, John Beaury, Joe Fetter (HFHSL VSM)  
**Absent:** Bob Fayman, Kathy Ryan

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### I. Welcome – 6:00pm

*Paul Tohl, Leading Edge Chair*

### II. Approved August 2019 Minutes

- a. August 2019 minutes reviewed.
- b. Bill Schwartz moves to accept the minutes as edited. Paul Tohl seconds.
- c. August 2019 minutes are approved.

### III. Sub-Committee 2019 Updates

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

- i. Review of 2019 CLT participation hand-out
  1. Most CLTs currently active were recruited in 2019.
  2. This shows how important it is to have opportunities available when recruiting CLTs.
  3. Bob Frank's presentation at CL dinner is effective in showing how important it is to have CLT engagement opportunities.
  4. Committee would like to continue to see CLT participation stats regularly (if not at each meeting, at least quarterly)
- ii. If possible, a Saturday CLT build day at La Saison would be effective way to engage CLTs.

#### b. Leadership Training Sub-Committee

- i. Debrief of August Wall Framing Training
  1. Overall, evaluations/feedback were positive.
- ii. Intro to Construction Leadership Training
  1. Wednesday, October 2<sup>nd</sup>, 6:00pm-8:30pm, in the Warehouse
  2. More hands-on exercises are needed.
  3. Paul Tohl and Bob Miller will lead. Bob Frank will be there as well, to observe.
- iii. Next Training: Wed., January 15<sup>th</sup> (unless we can secure a Saturday at La Saison).
  1. Topic TBD.

**IV. Upcoming LE Committee Events**

- a. **Intro to CL Training:** Wednesday, Oct. 2<sup>nd</sup>, 2019, 6:00pm-8:30pm at the construction warehouse
- b. **Leading Edge Committee Meeting:** Thursday, Oct. 17<sup>th</sup>, 2019, 6:00pm in the board room
- c. **TBD CLT Training:** Wednesday, Jan. 15<sup>th</sup>, 2019, 6:00pm-8:30pm at the construction warehouse

**V. Meeting Adjourned – 7:30pm**