



**Board of Directors Meeting,
April 26, 2022**

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Call to Order	Stephen Westbrook
Mission Moment	Jill Taylor, Manager of Community Outreach Brown and Crouppen
Minutes of March 22, 2022, Meeting	Pattye Taylor-Phillips Kimberley Batteast-Moore
Treasurers Report	Chris Roetheli
CEO Report	Kimberly McKinney
Committee Reports:	
Discussion of any requiring Board action and/or questions regarding written reports.	

Other/Open Business

Adjournment of Full Board

Executive Session

Adjournment

MARK YOUR CALENDARS:

Upcoming Events

Thursday, May 19, 2022

Board Social Event – Tower Grove Park 3:00 PM

~~Tuesday, May 24, 2022~~

~~**Board Meeting, 11:30 AM**~~

Tuesday, June 28, 2022

Board Meeting, 11:30 AM, Audit Presentation

“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 22, 2022

The following members of the Board of Directors and other interested parties participated in this Board meeting via conference call to avoid personal contact during the Covid-19 virus outbreak. Participants are listed below:

Stephen Westbrook	Amy Berg	Pattye Taylor-Phillips
Rob Anderson	Kimberley Batteast Moore	Lance Cage
Jim Del Carmen	Matt Guymon	Malaika Horne
Linda Moen	LaDawn Ostmann	Steven Scott
John Short	Floyd Simms	Lauren Talley
Kevin Wilson	Paul Woodruff	Linda Loewenstein
Howard Smith	Nat Walsh	Bob West
Kimberly McKinney		

Stephen Westbrook called the meeting to order at 11:32 am.

Mission Moment: LaSaison Homebuyer Abdi Guled shared his experience as a homeowner with the board. He said that he and his family of 7 (Mom, Dad, 3 daughters, and 2 sons) moved into their home in Sept 2021 and are enjoying their life. When asked "What surprised him most about the experience?," he replied that he had a dream to buy a house, and Habitat helped to make his dream come true. He is incredibly grateful.

Minutes: A motion to approve the minutes from the January 25, 2022, Board of Directors meeting was made by Rob Anderson and seconded by Amy Berg. The motion was approved.

Treasurer's Report: Rob Anderson provided an overview of the Habitat for Humanity Saint Louis Financial Dashboard performance for months ending January 31, 2022, and February 28, 2022.

Performance reported as of the January 31, 2022, Dashboard: There are 16 new donors and 5 New Keystone Benefit Members. 5 Homes are under construction. 15 Future Build Sites are available: 4 or 5 in LaSaison II, 6 in Lookaway, 2 Gate District, and 2 U City. There are 53 tier 1 or tier 2 applicants in the pipeline in January, with 200+ total applicants. The Mortgage Loan Fund Balance is \$4,090,610. Both Royal Banks and First Bank renewed with a second \$1 million each. Total Income for January is \$308,846. Total Expenses (for January) from Home Construction, Operating, and ReStore are \$340,195, with a Net Loss of \$31,349 for January 2022. Year/Year Change in Cash as of January 31, 2022, YTD is \$148,243 (compared to 2021 YTD \$288,964). Year/Year Accounts Payable YTD 2022 is \$310,115 (compared to \$749,379 YTD 2021) which is a significant improvement. Year/Year Long Term Debt YTD is \$3,250,707(compared to 2021 \$3,280,232), Year/Year Short Term Debt YTD 2022 is \$402,575 (compared to \$1,173,409 for January YTD 2021).

Performance Reported as of the February 28,2022 Dashboard: There are 4 new donors, and 6 New Keystone Benefit Members. 5 Homes are under construction. 15 Future Build Sites are available: 4 or 5 in LaSaison II, 6 in Lookaway, 2 Gate District, and 2 U City. There are 53 new applicants in the pipeline in February, with 200+ total applicants. The Mortgage Loan Fund Balance is \$4,090,610. Total Income for February is \$530,435 which is 94% of budget (YTD Budget: \$567,193). Total Expenses for February from Home Construction, Operating, and

ReStore totals \$670,658 which is 92% of budget (YTD Budget: \$731,856), Net Loss (YTD Actual) is \$140,223. Year/Year Change in Cash as of February 28, 2022, YTD is \$220,958 (compared to 2021 YTD \$181,611). Year/Year Accounts Payable YTD 2022 is \$331,737 (compared to \$771,543 YTD 2021) which is a significant improvement. Year/Year Long Term Debt is \$3,247,473 (compared to February 2021 \$3,280,232), Year/Year Short Term Debt YTD 2022 is \$544,049 (compared to \$1,176,338 for February YTD 2021).

ReStore income is a little below plan (at 82%) in part due to severe weather that caused either full or partial closings. Because of staffing challenges, various considerations are pending including staff pay increases and other incentives and returning to 5 days/week. Income/Mission Support YTD is ahead of Budget at \$130,772 (which is 120% of plan).

A temporary employee, Elana Stoilova has stepped into help with the Habitat financials in Irena's absence and is helping to prepare for the audit.

As part of the packet materials, Board members documents to complete their 2022 pledge commitment to Habitat Saint Louis along with other annual documents. Please return those completed documents to Kimberly if you have not already done so.

Strategic Topic: Kimberly asked Board Members to "Describe the best volunteer experience you have ever had... and why was it meaningful to you." Below are a few samples of the memories shared by Board Members.

- Amy Berg shared how meaningful it was for her to receive a painting from a group she had volunteered with as it reminds her of the experience.
- Linda Loewenstein shared that as a participant on a bike team she received a personal phone call of thanks (which she didn't expect). She enjoyed the experience and the opportunity to help others.
- Lance Cage remembered a dedication ceremony for a homeowner who had a special needs child. It was memorable to see how life changing the experience was for the family.
- Rob Anderson shared an experience doing refurbishment and painting – and specifically how great it felt to help others in need.
- Stephen Westbrooks has memories as a youth in Scouts delivering bags and picking up canned food. As an adult, he continues to donate food and support the effort.

Strategic Topic/Board Engagement: Due to Covid concerns over the last few years, Board members have not met in person for Board orientation or meetings. We have missed some opportunities to engage with each other. As part of the one on ones, which have been completed with 20 members, Kimberly will be looking for some ways to allow Board Members to get to know each other better. As working notes, the feedback has been divided into three categories: Connected To Mission, Board Opportunities/Asks, and Connected to Each Other. Outcomes include (with more coming):

- More effort will be made to connect members to the mission by including homebuyers and others for Mission Moments or other presentations.
- Various asks or hot buttons will be a part of each month's meeting information (March: Executive Builds and Social Media). With a special thanks to Abby Kepple for being the first to step up to schedule an Executive Build! Additionally, members are asked to follow, like, retweet, etc. the various Habitat Saint Louis social media accounts listed in the pre meeting materials.

- To allow members the opportunity to meet and network, an outdoor event has been scheduled for the afternoon of Thursday, May 19th at Tower Grove Park. This event will be in lieu of our May 24th Board Meeting. More details will be forthcoming.
- Assuming pandemic cases continue to decrease, the June Board Meeting (June 28, 2022) which includes our 2021 Audit presentation, will be in person (11:30 am).
- The development of board driven taskforces around various topics.

Resource Development: Harper Zielonko, Director of Resource Development has returned full time. RD is actively working with new and returning Keystone Partners to schedule build days. The Spring Appeal is expected to hit mailboxes March 25th, a complimentary online version will follow.

The UCC Church held an online auction that raised approximately \$8,000 for Habitat -St. Louis. Harper is assisting with the delivery of items to personally thank donors.

State Allocation: Funds for the draw submitted January 14th have been received. The second draw is due on April 10th.

Program: Neighborhoods/Home Construction/Homebuyers – For homes that are not already sold, Family Service staff met with seven Tier 1 buyers to begin the process of selecting an address. 3 of the Tier One buyers have been approved by the mortgage loan fund committee and all have had a virtual home visit. Pictures of the properties are included in the March CEO report for Board member reference.

CDA = Community Development Administration, HOME funds
 AHTF = Affordable Housing Trust Fund

Gate District – 3427 Park Avenue, 63104 (as sample address, 1 of 5 / 3 homes closed in December) / 3 blocks east of Grand. \$69,860 in AHTF subsidy.

Lookaway Phase 2 – 711 Lookaway Court, 63137 (as a sample address, 1 of 7) North of St. Louis City across from Chain of Rocks park. \$78,576/house subsidy (\$54,300 CDA / \$24,276 AHTF) Basement floor is slated to be poured on Monday; volunteers will be engaged for framing. House plans are being finalized with City for houses 2-7. As an update to the Linguard lawsuit, the request for an award of attorney fees has been stricken. Discovery is ongoing.

KMOV- 4314 Itaska, 63116 in the BEVO Mill neighborhood of St. Louis City. \$57,900 I AHTF subsidy – awaiting completion of grant documents has delayed closing.

Art Place Initiative (API): Family Services staff working with API to qualify two additional buyers.

Future Builds: Those listed below represent no change from the prior report(s):
 University City Phase 3 – 3 homes, \$400,150; Documents for subsidy funds in process with St. Louis County, plan is for 1 of the 3 houses to be the 2022 KMOV build.
 Old North St. Louis Phase 3 – 3 homes, \$270,000. CDA has determined that the sound issue related to the sites identified would prevent funding. Replacement sites being identified.

Management/General/Covid 19: As part of the Habitat 2.0 Financial Model and a transition to an investment fee, HFHI recently distributed a Transfer Summary (attached) that includes both affiliate specific and grouped information. Within the report, Habitat Saint Louis would be included in the Very Large grouping.

Prior to the HFHI conference in April, information is expected (from HFHI) that will include the projected investment fee based on four levers: population, % of revenue, production credit and area median income. Additionally, the data will provide an updated direct marketing report that cites the number of direct marketing donors in the St. Louis geographic service area and amount of funds raised. Information from the last time this data was provided follows:

<u>FY</u>	<u>Number of Donors</u>	<u>Amount Raised</u>
2015	4198	\$489,162
2016	4327	\$472,349
2017	4570	\$528,529

Direct Marketing includes direct mail, media inserts, telemarketing, and online giving.

Kimberly shared the Habitat- International (HFHI) Transfer Summary Report with the Board. Kimberly will travel to attend the meeting in person. Just prior to today’s meeting, an email was received from HFHI announcing HFHI and 84 of its affiliates were beneficiaries of a gift of \$436 million from Author/Philanthropist MacKenzie Scott. Habitat Saint Louis was not one of the affiliates selected to receive a portion of the donation, Kimberly did not have additional information regarding the selection of funded affiliates at this time.

South Grand

The Downtown Main Street, Dutchtown South Community Corporation, and City of St. Louis Planning and Urban Design Agency Office have been in discussion about the creation of a special use district along Virginia, Meramec, and S. Grand. The special use district pertains to land use regulations and zoning. A special use district may add conditions, or permit certain land uses that would aid in land use activities as prescribed within the plans. The special use district intent is to assist in the implementation of the Gravois Jefferson Historic Neighborhoods Plan and the large redevelopment plan which includes Meramec, S. Grand, Virginia, and the former Cleveland High School site. If implemented, it could impact the outparcel.

Staff

Irena Dimitrova (HFHSL Finance Manager) is currently on unpaid leave for a yet to be defined period. During her leave, various duties have been reassigned to other existing staff (Brenda Pierce, Construction Administrator and George Leshkov, Accounting Coordinator). Additionally, Elana Stoilova has been hired to provide temporary assistance in the Finance department.

Dan Worth, HFHSL Project Manager, resigned from his position as of March 14th as he and his family plan to relocate to Cincinnati Ohio. Jenny Gudmestad, Site Assistant, will be transitioning into a Project Manager role. As a part of Dan’s departure, the roles, and responsibilities of Project Managers is being reevaluated. Thank you to Lauren Talley, Amy Berg and Lance Cage for your assistance/discussion regarding.

Note that there is no Board Meeting on May 24th. Mark your calendar: There is a Board Special Event planned at Tower Grove Park on Thursday, May 19th. More details to follow.

The next Board Meeting is Tuesday, April 26, 2022, at 11:30 am.

Respectfully submitted: Pattye Taylor-Phillips, Board Secretary

Habitat for Humanity Saint Louis Dashboard
as of March 31, 2022

RESOURCE DEVELOPMENT	March	YTD	Notes:		
New Donors	5	25	As of March 2021: 34		
New Keystone Benefit Members (\$1500+ Annually/Mission Support)	4	15	As of March 2021: 1		
Build Benefits Pledged	\$25,000	\$38,500	As of March 2021: \$15,000		
Build Benefits Recd To Date	\$13,500	\$13,500	Not all groups go through pledge process		
Renewed Donors	20%				
BOD Funds Pledged	\$19,550	\$25,300	As of March 2021: \$39,650		
BOD: Funds Received	\$5,950	\$12,450	As of March 2021: \$17,750		
BOD % Giving	25%	37%	As of March 2021, 41%		
BOD Meeting Attendance	68%				
PROGRAM					
Homes Under Construction	5		Not including API / API +2		
Homes Closed					
Average Cost / Closed Home					
Future Build Sites Available	17	4 or 5 LaSaisonII, 6 Lookaway, 3 Gate Dist., 3 UCity			
Applicants Pipeline	53	200+			
Mortgage Loan Fund Balance	\$4,090,610	Both Royal Banks and FirstBank renewed with a second \$1 mill each			
RESTORE	YTD Actual	YTD Budget	%	Annual Budget	Notes
Revenue RSS	\$ 109,893	\$ 122,000	90%	\$550,000	Sales Only
Revenue RDP	\$ 96,033	\$ 140,500	68%	\$ 615,000	
ReStore P/L	\$ 20,175	\$ 45,987	44%	\$ 483,241	
# of Donations	706	135 Pick Ups/Drop Offs: 148 RSS and 423 RDP			
FINANCIALS					
Income: Mission Support	\$ 226,080	\$ 179,065	126%	\$1,281,750	
Program	\$ 105,295	\$ 58,159	181%	\$3,949,303	
ReStore	\$ 502,456	\$ 616,067	82%	\$3,084,205	
Management General	\$ 64,687	\$ 58,644	110%	\$382,745	
Other					
TOTAL INCOME	\$ 898,518	\$ 911,935	99%	\$8,698,003	
Expenses: Home Construction	\$ 32,071	\$ 19,134	168%	\$3,187,635	CIP = \$754,663
Operating	\$ 518,981	\$ 637,703	81%	\$2,893,983	
ReStore	\$ 482,281	\$ 570,080	85%	\$2,600,964	
TOTAL EXPENSES	\$ 1,033,333	\$ 1,139,118	91%	\$8,682,582	
Net Profit/Loss	\$ (134,815)	\$ (227,183)	59%	\$15,421	
	YTD 2022	YTD 2021	Change		
Year/Year Change in Cash	\$ 137,031	\$ 180,763	\$ (43,732)		
Year/Year AP	\$ 269,281	\$ 736,067	\$ (466,786)		
Year/Year Debt LT	\$ 3,243,680	\$ 3,280,232	\$ (36,552)		
Year/Year Debt ST	\$ 570,878	\$ 1,060,303	\$ (489,425)		

**Habitat for Humanity Saint Louis Board of Directors Meeting
Tuesday, March 22, 2022
CEO Report**

Strategic Topic/Board Engagement

One on ones have been completed with 20 members (with a few more pending). Thank you for your time and input. As working notes, the feedback has been divided into three categories: Connected To Mission, Board Opportunities/Asks, and Connected to Each Other. Outcomes include (with more coming):

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Success and Shout Outs!

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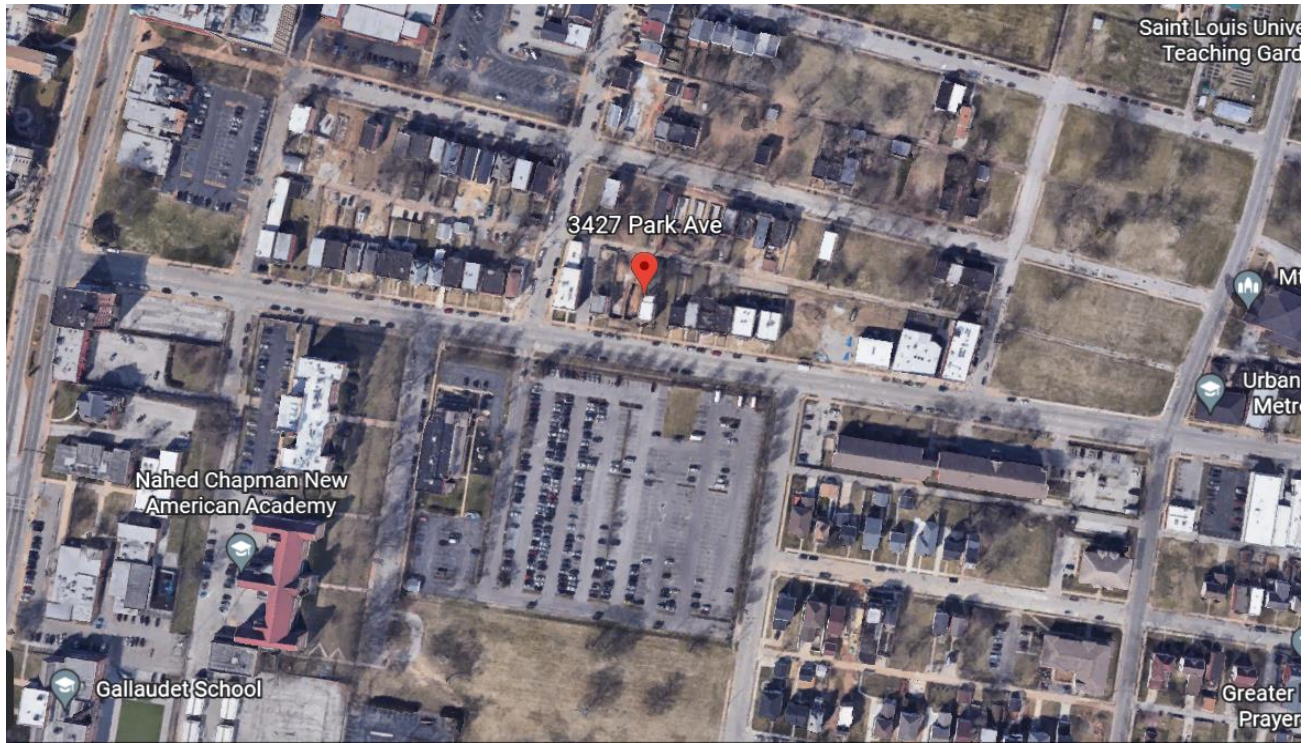
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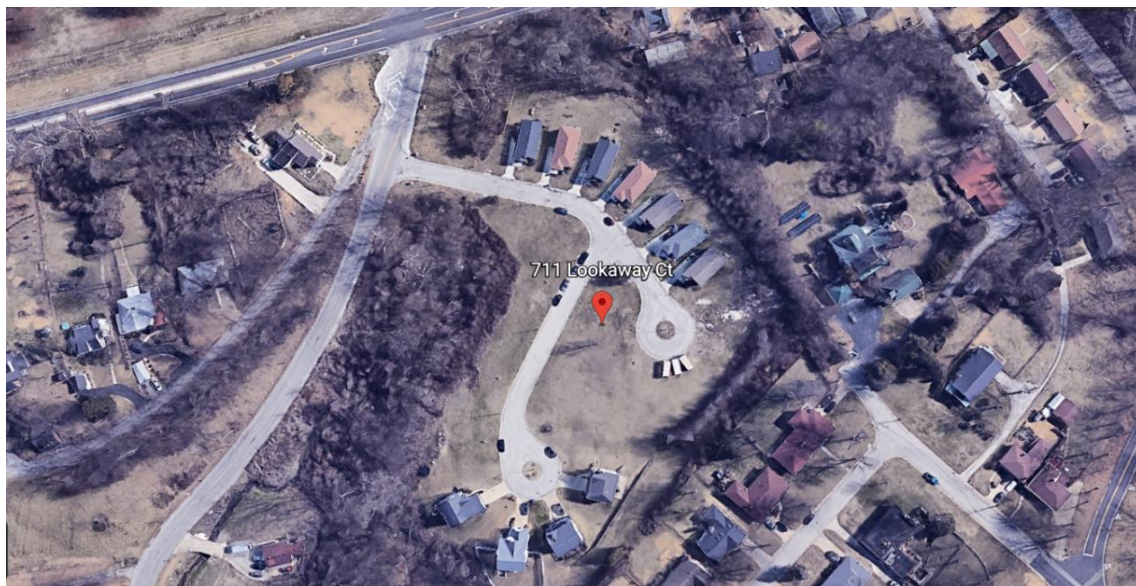
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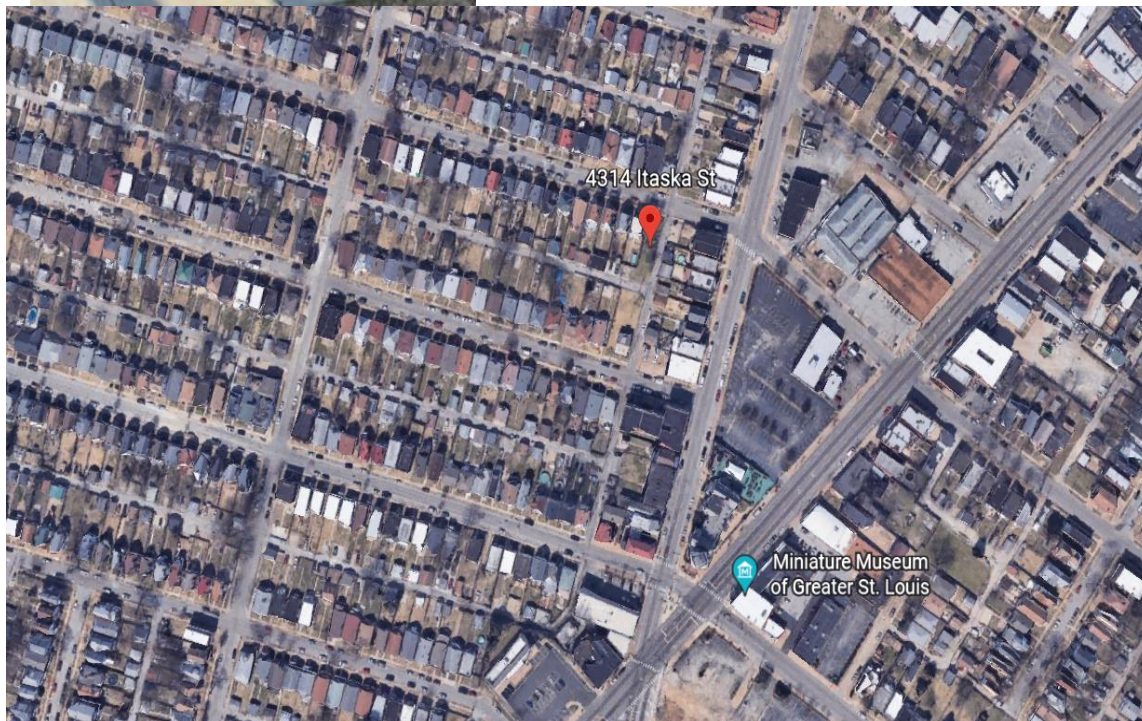
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If you have any questions not covered in above, please feel free to email me in advance of Tuesday's meeting and I will prepare for / add to our discussion. Thanks.