

# MINUTES

## HABITAT FOR HUMANITY, VENTURA COUNTY, INC. BOARD OF DIRECTORS

Regular Meeting – Monday, Nov. 13, 2017

CALL TO ORDER – The Regular Meeting of the Habitat for Humanity, Ventura County, Inc. (HFH/VC) Board of Directors was called to order by Board Chair Scott Squires Monday, Nov. 13, 2017, at 6:05 p.m. in the Board Meeting Room of HFH/VC Offices, 1850 Eastman Ave., Oxnard, CA 93030.

PRESENT – Board Members – Chair Scott Squires, Vice Chair Frank Blum (by phone), Treasurer Patrick Manning, Mike Adair, Karen Boubliis, Dave Harrington, Brian Lawson, Jim McHugh, Linda Northrop (by phone and in person), Ron Prechtel, and Nancy Stehle. Staff – President and Executive Director Steve Dwyer and Secretary Gerry Olsen.

DEVOTIONAL – Steve Dwyer presented a video of Jonathan Reckford, CEO of Habitat for Humanity, International (HFHI). Scott Squires read Romans 3:28 and led the group in prayer.

APPROVAL OF MINUTES – It was moved by Jim McHugh, seconded, and unanimously approved that the minutes of the regular Board meeting of Sept. 18, 2017, be adopted as distributed.

UNFINISHED BUSINESS – It was moved by Brian Lawson, seconded and unanimously approved that the Board ratify the action taken at the Sept. 18, 2017, Board meeting - that the Board instruct the staff to investigate the Land Trust Model and report back to the Board at each meeting.

NEW BUSINESS -

EXECUTIVE DIRECTOR UPDATE – Steve Dwyer discussed the staff training with other Southern California affiliates, HFH/VC joining the California Lutheran University Center for Non-Profit Leadership, progress on the First and Hayes building project in Oxnard, the upcoming HFH/VC Winter Women's Build Day Saturday, Dec. 2, the disaffiliation of the San Fernando/Santa Clarita Valley Chapter from HFHI, possible building on lots in Camarillo and Port Hueneme, use of federal funds for homeless housing, and the creation of a countywide Land Trust Model association, financials for the first quarter of the fiscal year, the outsourcing of HFH/VC mortgages, and the success of the 2017 Hearts and Hammers Dinner (net of \$81,539).

**Habitat for Humanity/Ventura County Board of Directors' Meeting – Nov. 13, 2017 – Page 2 – New Business (Continued) -**

CLOSED SESSION – The Board went into the Closed Session at 6:57 p.m. and reconvened in Open Session at 7:06 p.m.

NEW BUSINESS (Continued) –

HFHI FUND RAISING LETTER - Steve Dwyer reviewed plans by HFHI to insert a fund raising letter in the Ventura County Star on Dec. 6 and a proposed letter to HFHI from the Tucson, Arizona affiliate regarding the HFHI fund raising efforts in affiliate areas. Following Board discussion, it was moved by Linda Northrop, seconded, and unanimously approved that the Board adopt the letter and that the Executive Director and Board Chair be authorized to sign the letter on behalf of the Board.

CONSTRUCTION LOAN – Following Board discussion, it was moved by Scott Squires, seconded, and unanimously approved that the Board authorize the Executive Director to finalize a construction loan (for the First and Hayes project in Oxnard) with the Ventura County Housing Trust Fund for \$500,000 as per the Loan Request Summary presented to the Board, with final terms to be presented to the Board as finalized by the Executive Director and Treasurer.

PRESERVE A HOME – Following a presentation by Steve Dwyer, Dwyer announced the formation of a Preserve a Home Committee to assess the community need, define support sources, and funding options and make recommendations to the Board for Fiscal Year 2018-2019.

2016-2017 AUDIT - Following presentation by Steve Dwyer and Patrick Manning, it was moved by Jim McHugh, seconded, and unanimously approved that the Board approve the HFH/VC Financial Statement and Independent Auditor's Report for the fiscal year ending June 30, 2017 and authorize the Executive Director and Treasurer to file the federal 990 form.

NEXT BOARD MEETING – Monday, Jan. 15, 2018, at 6 p.m. at the HFH/VC office.

ADJOURNMENT – There being no further business, the meeting was adjourned by Scott Squires at 7:56 p.m.

Gerry Olsen, Secretary

11/15/2017