



**Board of Directors Meeting,
May 23, 2023
3830 South Grand, St. Louis MO 63118**

Call to Order	Amy Berg
Strategic Topic	Connecting with our Mission Jorja McAfee and Jasmyne Everett
Minutes of April 25, 2022, Meeting	Kimberley Batteast-Moore
Treasurers Report	Rob Anderson
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* if needed

Adjournment

MARK YOUR CALENDARS:

Upcoming Events

Tuesday, June 20, 2023

Tuesday, June 28, 2023

Tuesday, August 15, 2023

Tuesday, August 22, 2023

Tuesday, September 19, 2023

Tuesday, September 26, 2023

Finance Meeting, 11:30 AM

Board Meeting, 11:30 AM

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Board Meeting, 11:30 AM

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

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 469-262-1747](tel:+14692621747), [267577321#](tel:+1267577321) United States, Dallas

Phone Conference ID: 267 577 321#

Minutes from the Meeting of the Board of Directors of
Habitat for Humanity Saint Louis (HFHSL)
April 25th, 2023

The following members of the Board of Directors and other interested parties participated in this Board meeting either in person or via conference call/virtual. Participants are listed below:

Angie Eslinger	Amy Berg	Brian Pratt
Dan Weiss	Jared Boyd	Jami Boyle
Jim Del Carmen	John Short	Judy Cromer
Kevin Wilson	Keith Brooks	Kimberley Batteast-Moore
Lauren Talley	Pattye Taylor-Phillips	Matt Guymon
Raj Tailor	Stephen Westbrook	Paul Woodruff
Subash Alias	Tiffany Harvey -Horton	Nat Walsh
Marc Hirshman	Kimberly McKinney	

Amy Berg called the meeting to order at 11:35 am

Mission Moment: Mission moment was brought by Paul Woodruff. Paul spoke gracefully about the importance of the community. How the staff creates the line of home buying, and the steps it takes for Families to get through the process. He spoke about a book that inspired him called "The Least of Us" by, Sam Quinones, which led him to speak further on supporting one another as we strive toward building strong communities.

Minutes: A motion to approve the minutes for April 25th, 2023, Board of Directors meeting was made by John Short, seconded by Stephen Westbrook and the motion was approved.

Construction Update: Presented by Josh Smith, Director of Construction
Josh presented the goals and challenges for the construction. As he meets with the various New Market Tax Credit transaction partners, his plans are 34 projects by September 2024 including 7 with Dream Builders 4 Equity, 8 Arts Place Initiative, 5 Old North St. Louis and 10 Habitat Saint Louis specific (Habitat houses are also included within the partner counts). Josh is also looking for reliable skilled workers especially as Site Assistants which is an entry level laborer position. Additionally, in kind gifts in the following categories are sought flooring, paint, hardware, cabinets, and appliances. A follow up email will be sent to the Board that includes the position description and specifics on the wish list of construction items.

The Treasurer's Report was provided by Judy Cromer in Rob Anderson's absence. Since closing on the New Market Tax Credit transaction, Habitat is running two different budgets reflective of the specific NMTC projects and Habitat Saint Louis construction/general operations. Through March, revenue exceeded projections especially within Mission Support and the two Restores. Accounts payable is slightly over inflated as it includes expenses (ReStore Des Peres rent and the audit) that will be covered via AHAP tax credits. The Audit will be complete and presented in June.

In addition to her written report, Kimberly shared that the State ARPA request for \$500k failed to get into the State budget on the House side. Work continues with Senator Brian Williams to try to get it added by the Senate. She also shared that due to a recent termination, there is a position opening for manager of Restore South Side.

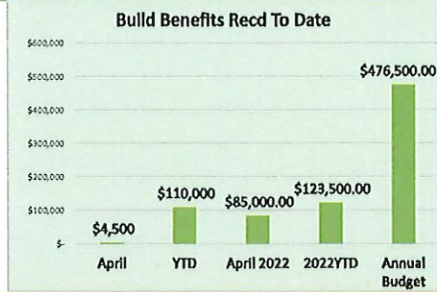
Kimberly then asked Avis Laden, Director of Family Services, to join the meeting to share an update on the challenging situation discussed in depth with the Executive Committee following the March Board of Directors meeting and regarding the applicant for House 3 in LaSaison. Discussion ensued and staff will continue to update the Board on this issue.

On a motion made by Paul Woodruff and seconded by Judy Cromer, Amy Berg adjourned the meeting at 12:46 pm.

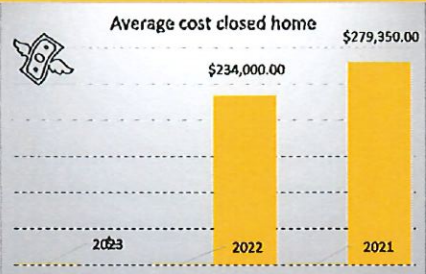
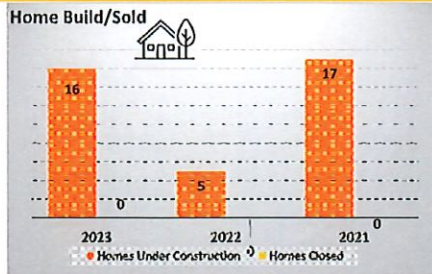
Respectfully submitted Kimberley Batteast-Moore

April 2023 DASHBOARD						
RESOURCE DEVELOPMENT	April	YTD	April 2022	2022YTD	Annual Budget	Notes:
New Donors	15	116	6	31	\$ 540,000.00	
New Keystone Benefit Members (\$1500+ Annually/Mission Support)	2	3	5	20		
RESOURCE DEVELOPMENT	April	YTD	April 2022	2022YTD	Annual Budget	Notes:
Build Benefits Recd To Date	\$ 4,500	\$ 110,000	\$ 85,000.00	\$ 123,500.00	\$ 476,500.00	
Build Benefits Pledged	\$3,750	\$15,350	\$9,750	\$20,200		
Renewed Donors	41%		48%			
BOD Funds Pledged	\$40,400	\$40,650	\$5,250	\$25,300		
BOD: Funds Received	\$3,750	\$15,350	\$9,750	\$20,200		
BOD % Giving	14%	41%	22%	48%		
BOD Meeting Attendance	68%		69%			
PROGRAM	2023	2022	2021	Annual Budget	Notes:	
Homes Under Construction	16	5	17	13		
Homes Closed	0	0	0			
BUILDS	2023	2022	2021	Annual Budget	Notes:	
Average Cost / Closed Home		\$ 234,000.00	\$ 279,350.00			
Future Build Sites Available	22	17	17			
Applicants Pipeline	25				Tier 1 Applicants, 200+ total	
Mortgage Loan Fund Balance	\$3,635,760					
RESTORE	YTD Actual	YTD Budget	2022	Annual Budget	Notes	
Revenue RSS	\$ 222,585	\$ 156,500	\$ 144,465	\$570,000	Sales Only	
RESTORE	YTD Actual	YTD Budget	2022	Annual Budget	Notes	
Revenue RDP	\$ 185,294	\$ 1,777,000	\$ 128,629	\$ 620,000	Sales Only	
ReStore P/L	\$ (75,726)	\$ (68,407)	\$23,684	\$ 544,015		
Total # of Donations	566					
Drop Offs RSS	56					
Drop Offs RDP	372					
Pick Ups	138					
FINANCIALS	YTD	YTD	YTD	Annual	Notes	
Income	Actual	Budget	%	Budget		
Resource Development	\$ 432,707	\$ 291,025	149%	\$1,233,450		
Program	\$ 142,060	\$ 141,557	100%	\$3,764,808		
ReStore	\$ 815,882	\$ 707,330	115%	\$3,330,300		
Management General	\$ 94,987	\$ 81,764	116%	\$564,255		
TOTAL INCOME	\$ 1,485,636	\$ 1,221,676	122%	\$8,892,813		
Expenses	YTD Actual	YTD Budget	%	Annual Budget	Notes	
Home Construction	\$ 24,082	\$ 28,037	86%	\$2,945,350		
Operating	\$ 848,488	\$ 837,149	101%	\$3,030,201		
ReStore	\$ 891,608	\$ 775,737	115%	\$2,786,285		
TOTAL EXPENSES	\$ 1,764,178	\$ 1,640,923	108%	\$8,761,836		
Net Profit/Loss	\$ (278,542)	\$ (419,247)	66%	\$130,977		
Year over Year changes	YTD 2023	YTD 2022	Change			
Change in Cash	\$ 321,192	\$ 100,510	\$ 220,682			
Account Payable (due to vendors)	\$ 672,851	\$ 322,116	\$ 350,735			
Long Term Loans	\$ 3,221,582	\$ 3,240,425	\$ (18,843)			
Short Term Liabilities	\$ 717,025	\$ 625,217	\$ 91,808			
Construction in Progress	\$ 1,305,407	\$ 813,947	\$ 491,460			

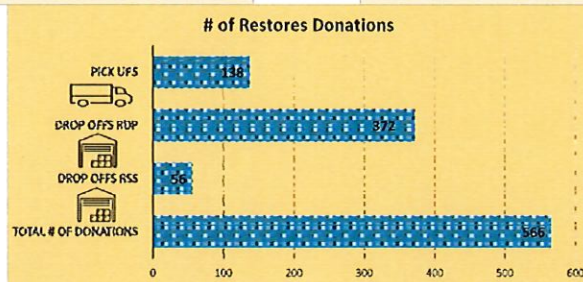
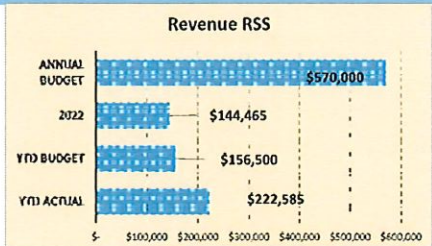
1. RESOURCE DEVELOPMENT



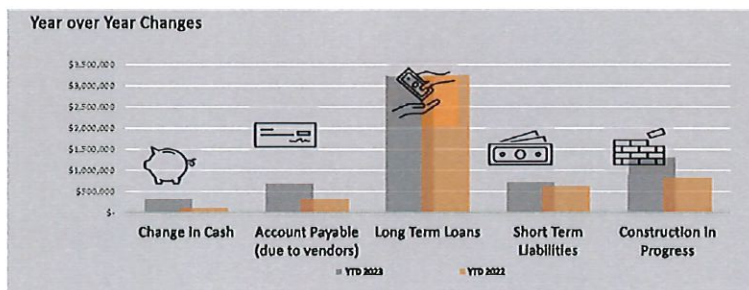
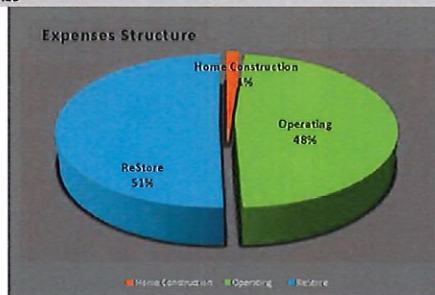
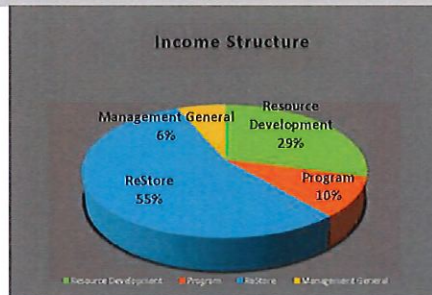
2. PROGRAM & BUILDS



3. RESTORE

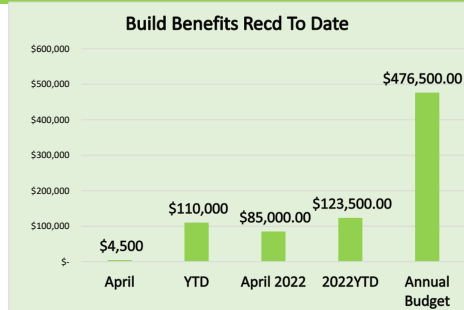
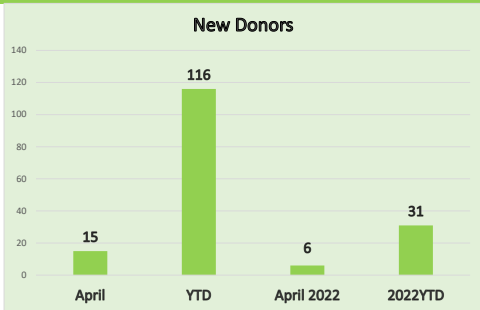


4. FINANCIALS

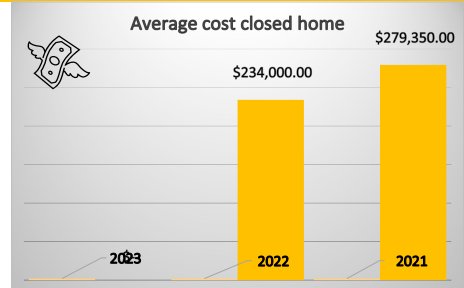
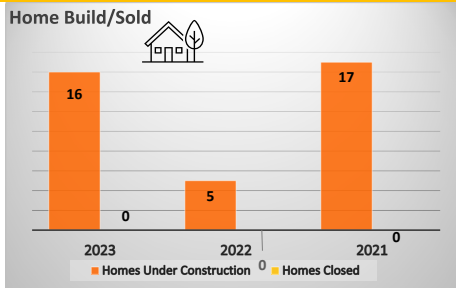


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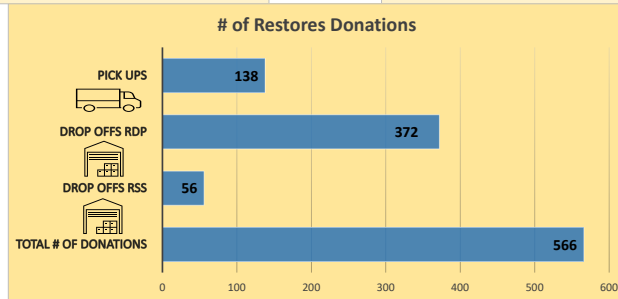
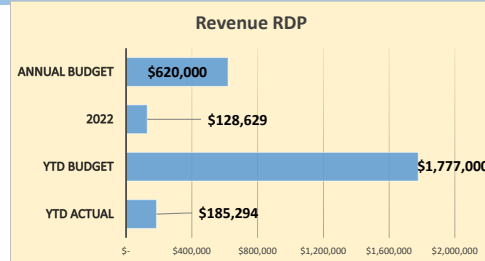
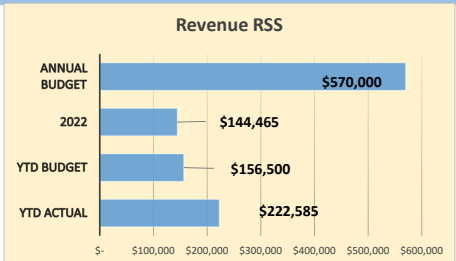
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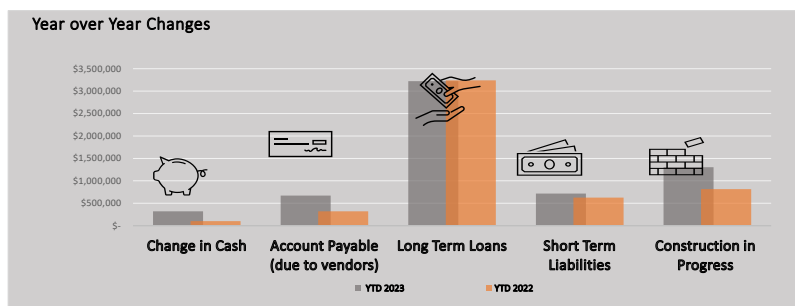
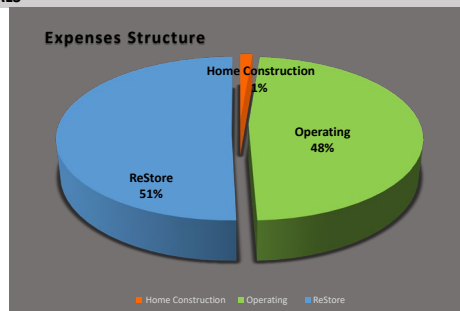
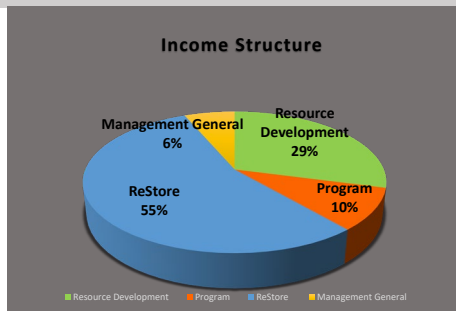
2.PROGRAM & BUILDS



3.RESTORE



4.FINANCIALS



Department	Glossary	Graphic #
RESOURCE DEVELOPMENT	Department works with corporate and individual donors, responsible for volunteer coordination and marketing strategy of the Organization	1
PROGRAM	All the projects currently rulled by the Organization including Construction projects, Family servises, Real estate development, Home repairs program, NMTC	2
RESTORE	Organization is managing two Restores - the data shows individual results for each store	3
FINANCIALS	Data shows the revenue and expenses for each department based on YTD data and compared to the annual budget. Year over year chart shows current data compared to previous year same period position of important cash activities	4

**Habitat for Humanity Saint Louis Board of Directors Meeting
Tuesday, May 23, 2023
CEO Report**

Success and Shout Outs!

Resource Development

The Mother's Day appeal dropped on April 25th. As of today (May 15th), we have received \$7740 in contributions. Projection for the appeal is between \$11,500 - \$14,000 before it closes ahead of the summer match appeal, which is scheduled to drop July 1.

The Summer Appeal will be a \$75k match with the potential to be \$100k. Harper will share more at the May meeting.

Pending grants include Home Builders Charitable Foundation, Incarnate Word, and Bank of America.

Give Local - Please reach out if you learn that any of your contacts may be inadvertently giving to Habitat for Humanity International. Many times, individuals do not know the difference. A "Give Local" post card (sample attached) can be sent. Please see more as a part of HFHI update under Management and General.

State of MO Allocation: The \$250k Temporary Assistance to Needy Families (TANF) allocation remains in the State budget as part of HB11. Unfortunately, the additional one-time allocation of \$500k from State of MO American Rescue Plan Act (ARPA) money was not included in the budget but a June NOFA is expected for money designated for nonprofits.

Social Media: Due to various posts being flagged, our original Habitat ReStore Facebook page was deemed out of compliance and unpublished over the last few months. While we tried to work with Facebook to **RESTORE** (yes, pun intended!) the page, and after much frustration given Facebook being severely understaffed, we instead opted to create a NEW Facebook page (Much thanks Samantha Arvin for the assistance!) If you're on Facebook and/or know others who are, please "like" our NEW page: <https://www.facebook.com/habitat.stl.restore>

Program

To better support the Tier 2 and 3 applicants, the Family Service Committee and staff recently participated in credit building training. Much thanks to Paul Woodruff and St. Louis Community Credit Union for the assistance in training the trainers. Applicants will begin meeting with Committee volunteers and staff in late May.

Additionally, a budgeting platform app that is available through MoCaFi, known as The Blueprint, is being considered for use with applicants and delinquent buyers. Much thanks to David Stiffler for reconnecting us with MoCaFi.

As a follow up to the April presentation (as well as discussion at the Board Retreat) by Josh Smith, Director of Construction, a “close the gap” event for in-kind donations of materials and labor or exclusive contracts at a reduced pricing is being planned for later this year. More to come.

Neighborhoods/ Home Construction/Homebuyers

CDA = Community Development Administration, HOME funds.

AHTF = Affordable Housing Trust Fund

St. Louis Developers Corporation RFP for Housing Access and Neighborhood Stabilization Revolving Loan Fund

Work is ongoing on various rehab projects with NTMC partners Dream Builders, Old North St. Louis, and Art Place Initiative. Meetings are ongoing with architects for the new construction homes within each partner footprint.

Minor Home Repair

In response to a recent NOFA by the City of St. Louis CDA, an application for \$1,076,238 (\$358,746/year) to extend Home Repair through 2026 was submitted on May 15th. A separate home production NOFA is expected in June. Much thanks for the timely response to the need for Conflict-of-Interest forms.

Gate District –

3427 Park Avenue, 63104 (as sample address, 5 homes total in first phase/ all 5 Phase 1 homes closed) / 3 blocks east of Grand (\$69,860/house in AHTF subsidy).

No update

Lookaway Phase 2

711 Lookaway Court, 63137 (as a sample address, 1 of 7).

North St. Louis City across from Chain of Rocks Park.

\$78,576/house subsidy (\$54,300 CDA / \$24,276 AHTF).



House 1 (711 Lookaway) is complete and will close as soon as documents are finalized with the Affordable Housing Trust fund. House 2 (715) is under roof and a September closing is anticipated. 716 and 718 are projected to be completed in October.

Lingard lawsuit: No update (written discovery in the form of interrogatories and request for production of documents on his counsel remains open from April 2022).

UCity

Subsidy funds for 6535 and 6545 Plymouth were reworked to reflect that the timing of the award did not allow funds to be used on the 2022 KMOV house. All documents with the Office of Community Development have been finalized and the project now advances to development.

Management/General

HFHI

Both the March and April Collaborative Operating Model taskforces meetings were cancelled following the letter sent to HFHI from just over 40% of US Affiliates. (the HFHI response was shared in last month's report.) The May meeting is slated for Thursday, May 18th and based on meeting materials is supposed to be discussion about the fee payment schedule including consideration for "affiliates and cash flow" and an attempt to not make the fee/revenue sharing overly complicated (month vs quarterly, weighted to coincide with direct marketing revenue, etc.). A verbal update will be provided at the meeting.

As a reminder, the money raised by HFHI in response to direct marketing (direct mail, electronic communications, and newspaper inserts) in the St. Louis geographic service area is as follows:

<u>FY</u>	<u>Number of Donors</u>	<u>Amount Raised</u>
2021	4,252	\$617,309
2020	3,781	\$484,175
2019	3,940	\$493,651

Outparcel and Tenant Space

Royal Banks has expressed a desire to make their South Grand space a full-service branch and to add an ATM. Discussion is ongoing regarding the location of the ATM and modifications to the building (at their expense).

To date, there are no further updates regarding Family Care Health Centers (FCHC) in the outparcel.

Staff

Michael Rettaliata has been hired as Construction Manager. Michael is relocating to St. Louis after spending 14+ years as the Construction Superintendent at the Sea Island South Carolina. Mike is scheduled to begin June 5th. One Site Assistant position and the Home Repair Superintendent role remain open.

The search continues for a Manager for ReStore South Side and an Assistant Manager for ReStore Des Peres.

Interviews are ongoing with applicants for the Closing and Compliance Coordinator position.

Audit Presentation

The 2022 Audit will be presented to the Finance Committee on Tuesday, June 20th and to the Board of Directors on June 27th. While all questions are welcome at the Board meeting, those who would like a deeper dive into the audit are encouraged to attend both the June Finance Committee and June Board meeting. Historically, the auditors place more focus on the financial statements at the Finance Committee meeting and the Business Performance Analysis at the Board of Directors meeting.

If you have not submitted your 2023 Board forms, please send asap.

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.



Your donation is a seed of hope...



where do you want it to grow?





When you make a donation directly to Habitat for Humanity Saint Louis, you help local, low-income families grow and thrive. Scan the code to learn more about how your gift to our local affiliate takes root in our regional economy, building homes, communities, and hope in our own neighborhoods.

www.habitatstl.org/donatelocally

