

Staunton-Augusta-Waynesboro Habitat for Humanity

Board of Directors MINUTES

Tuesday, June 25 at 6pm

Chair: Jennie Hill

Action Item 1: Board accepts new Living Wage standard for employees

Attended by: Jennie Hill, Chair, Pat Katz, Secretary, Charles Frankfort, Past President, Brad Bryant, Taylor Smith, Pamela Patrick, Renee Hartless.

Not present: Rev. Rod Ronneberg, Andy Beasley, Vice Chair and Laurie Thompson.

Minutes:

Meeting opened in prayer. Minutes approved with the following changes: 1. “A homeowner has been sent a default letter from our attorney and we will be meeting with them to discuss options moving forward.” TO “A homeowner has been sent a default letter from our attorney and we will be meeting with **that individual** to discuss options moving forward.” 2. “The experience with Anthony has been fantastic. He has left us with a robust education program that can be used as a training platform for the new employee. His work to improve the vetting and recruiting of Partner Families has had a significant impact on reducing our attrition rate and we are a stronger organization because of his efforts.” TO “The experience with Anthony has been fantastic. He has left us with a robust education program that can be used as a training platform for the new **Family Partner Director**. His work to improve the vetting and recruiting of Partner Families has had a significant impact on reducing our attrition rate and we are a stronger organization because of his efforts.” Financial Report accepted as presented (JH,TS, unan). Committee Reports accepted. Board Retreat is tentatively set for September 21. The Capacity Building grant ended with a total use of 72,000 as opposed to the awarded 100,000. The grant was awarded specifically to cover the wages of a volunteer coordinator. The first year paid 100% of the wage, the second year 75% and the third year 25%. The volunteer coordinator was hired at 35,000, which is the average amount by HFHI standards. The result is that after covering the wages and some minor travel/education funds, less than 73,000 was used. In order for the organization to receive the full amount of the grant, the volunteer coordinator would have had to have been paid 69% higher than the average volunteer coordinator by HFHI’s standard wage. This was deemed unsustainable. Lance B has been asked to visit with HFHI in Atlanta to give them feedback on the process. Capital Campaign case statement has been sent to HFH VA. Closing on 130 Stafford will happen soon. The discussion regarding a new Living Wage standard for SAWHFH was started at which point the Board Chair and Executive Director dismissed themselves and the Board went in to Executive Session. The Executive Session ended and the Chair and ED returned to the meeting. Pat K, Secretary announced that the Living Wage Standard had been accepted unanimously. The result of this is that the minimum wage adopted by SAWHFH is \$15.00 per hour. Also, SAWHFH is committed

to maintaining the wages of administrative, program directors, construction employees and organization leadership to follow the wage scale averages developed by HFHI for the southwest region of the U.S. This standard by HFHI also takes into consideration the size of the service area and the annual budget of the organization. A motion was made to increase the Executive Director's salary to \$65,000 (PP/RH, 6 yes/1 abstain). Jennie H, Board Chair abstained from voting on the Director's salary as part of the Conflict of Interest Agreement agreed to by the Board in February 2019. The COI Agreement states that Jennie H will abstain from any vote regarding the Directors wages or evaluations because the Director rents a home from her at the market rate of \$900.00 per month. A motion was made to accept the budget for FY20 which included the new Living Wage standard. Discussion: Pamela P requested a breakdown of all employee wages for FY20. (CF/PK, unan). Taylor S made a statement that he and the Board of Directors take the Conflict of Interest policy very seriously and that it reflects the Board's commitment to operating ethically and with integrity. Charles F stated that during executive session the Board agreed that "we do not see a Conflict of interest (with the rental agreement) and we are satisfied with the steps that we've taken to clarify that it is not a conflict of interest. This includes the documentation that has been provided at Board meetings. Charles F also stated that "all present expressed high regard for the Executive Director and his handling of the organization and whole-heartedly support the director the organization is going". By consensus a Vote of Confidence was made for the current and ongoing work of the Executive Director. The Board will be writing a statement in response to the anonymous complaints made to HFHI and handled by Dan Walz. The Board appreciates Mr. Walz's input and will take the steps the Board believes the organization needs to take. The Board filled out a survey regarding their service for the organization and the results will be addressed at the next meeting. Jennie H has asked for the advice on how to memorialize Minnie Stevenson and others who have helped throughout the years.

Meeting Closed at 8:45pm