

**Staunton-Augusta-Waynesboro Habitat for Humanity
Board of Directors Meeting MINUTES
March 27, 2018 at 6pm
Chair: Jennie Hill**

Action Item 1: Land at Theado & Heydenreich recognized as an unrestricted gift

Action Item 2: Annual Awards reviewed and guidelines accepted as policy

Action Item 3: Preparations for annual Board Retreat

Attended by: Jennie Hill, Chair, Laurie Thompson, Treasurer, Alan Biskey, Secretary, Charles Frankfort, Vice Chair, Louella Hill, Pamela Patrick, Sarah Crenshaw, Rev. Dennis Russell, Salome Baugher, Lance Barton, Dir.

Not present: Rev. Rod Ronneberg, Andy Beasley.

Minutes:

Meeting opened in prayer. February minutes approved. Financial report accepted. Meeting with auditors went well with four board members attending. Following an incident involving a Board Member who had been dismissed, the Board was reminded that the organization is committed to operating with integrity and transparency and will not discuss internal issues regarding personnel and board members with uninvolved third parties. All concerns from the public are to be addressed by the Board President, the Executive Committee, and/or the Executive Director at which time they will be reported to the rest of the board. The land being used as the **community garden** at Theado and Heydenreich was found to be an unrestricted gift and the policy to make it a "permanent garden" was overturned (M: CF, 2: LH, UNAN). Louella will be talking with area residents and garden clubs to gauge their interest in its further use and report back to the board. The Outreach Committee made recommendations to continue evaluating and making recommendations for **annual awards** based on the following criteria: Millard Fuller Award presented every three to five years for distinguished service, John Zinn Award presented annually to the volunteer of the year, Distinguished Service and Innovation Award presented annually by the affiliate staff for those contributing an unusual level of commitment and/or innovation on behalf of the organization (M: CF, 2: LH, UNAN). **Policy for Land Bank/Land Use** is tabled until end of fiscal year. **Property offered in Verona** was declined due to condition and expense of moving the two houses. **ReStore Purpose and Profit Policy** is tabled until end of fiscal year. 5 Board members attended a homeowner program orientation. Draft of revised **Safety Manual** to be tabled until May board meeting. The annual **Board Retreat** will be held on Saturday, April 21 at 9am. The Retreat will begin with assessment findings by Habitat for Humanity International representatives during the week prior. The reason for this voluntary assessment by HFHI is: "on an annual basis the organization will do some kind of assessment and the request from this organization for this assessment demonstrates our commitment to constant improvement... it's always good to stop and evaluate how things are going...the SWOT analysis is one of the most engaging ways to evaluate the different perspectives of the board and staff members...the organization is committed to an annual assessment followed by the Board Retreat... a full assessment is recommended every three years and the Capacity

Building grant includes covering the cost of a full assessment and formal evaluation, which may be difficult or cost-prohibitive under normal circumstances...we are building/rehabbing 4 homes right now and that makes it even more important to monitor and evaluate this growth". The first **Care-a-Vanners** will be arriving April 2, followed by a second group on April 16. A van has been purchased to help transport volunteers to the work-site. The annual report is being prepared for distribution in June.

The meeting was adjourned at 8:40.