

# HABITAT FOR HUMANITY - ANNUAL MEETING MINUTES – February 18, 2019 - OUR OFFICE

Our Mission: To create affordable home ownership for hardworking families in Marathon.

The Board's Role: To create/develop the vision for our affiliate to meet our Mission.

Exec. Director's Role: To oversee & implement daily tasks required to fulfill vision of the Board/our mission

PRESENT: ALL Board, CTY, Meghan began 6pm

INVOCATION - **BLAIR** Happy President's Day

PRESIDENT'S REPORT - **BLAIR**

Recognition/Important Updates -

Approval of January Minutes AND December Financials (together) **Ben Motion 2<sup>nd</sup> Mike All Approve**

End of 2018 Board of Directors Terms. Congrats on a great year!!!! On to Elections.

Annual Meeting Elections by SECRET BALLOT: **2018 was "Frozen" so does not count in Terms**

2019 Standing Board (no election required) currently in 1<sup>st</sup> or 2<sup>nd</sup> year term:

Christina Gonzalez (1<sup>st</sup> Term) Mike Puto (1<sup>st</sup> Term) Matt Bussard (2<sup>nd</sup> term) Blair Shiver (2<sup>nd</sup> term)

Ben Roche (2019 in 1<sup>st</sup> term) Erin Arnett (2019 in 1<sup>st</sup> term) Ryan Elwell (2019 in 1<sup>st</sup> term)

UP for Re-Election to 2<sup>nd</sup> Terms

John Johnson Tammy Collins **All Approved re-election of John and Tammy**

2019 Board will approve 2019 Officers. Slate Presented:

Blair Shiver, Pres; John Johnson, VP; Ben Roche, Treasurer; Tammy Collins, Secretary.

Make motion to approve 2019 Officers. **Mike Motioned, Christina 2<sup>nd</sup>, All Approved**

CONGRATULATIONS 2019 BOARD!!!! Thank you for all you do!!!!

2019 Board to approve the following

Critical Home Repair Policy

House Pricing and Title Transfer

Records Retention

Anti Money Laundering Policy |

Conflict of Interest

Family Selection Policy

Fiscal Safeguards Policy

International Tithing Policy

**All policies above approved collectively by Board. All in favor. Motion Ryan 2<sup>nd</sup> Tammy**

All sign conflict of interest, volunteer waiver and confidentiality agreement **Done**

**Tammy disclosed ad sales and Erin disclosed both appraisal services and computer services. All approved no conflict.**

US Affiliate Covenant – and sign **DONE**

Every Board Director on at least one committee

FY2019 Budget ALREADY APPROVED January 2019

EXEC DIRECTOR REPORT:

MDDT Update 50/50 Raffle now till it?????? **Yes let's do. All in Favor.**

4/15 LM set us up to bag at Publix. Y/N **Yes. Tammy checking.**

COMMITTEE UPDATES –

Family Selection (MR) – their preference and Unit 2 Recycle move in now discussion

**Mike motion, Blair 2<sup>nd</sup> – move unit 2 family in right away**

Resource Development & Fundraising (CTY) – MDDT "duties" for March meeting

Church & Community Relations (BS)–

Site Selection & Building(CTY) – Build update and targeted parcels

Finance Committee (BR) – 2018 Audit in process

Nominating Committee (TC) – Update all **John Murphy our prospect right now**

ADJOURN Meeting **6:59pm**

Open Discussion:  
Board Only after Meeting (if necessary)  
Next Meeting March 18<sup>th</sup>

#### Addendum to Minutes of February 18<sup>th</sup> 2019

This addendum to the minutes is to confirm that per Habitat Middle Keys Fiscal Safeguards Policy which states the signors on all active bank accounts, CD's and Money Market accounts will be the current President, Treasurer and Executive Director. As such, at the Annual Meeting on 2/18/19 the Board Approved the new 2019 Board and Officers. Therefore the 2019 Board of Directors approved Blair Shiver as President. And Ben Roche as Treasurer to all accounts that are open and active as signor.

2019 Board of Directors and Officers are: Blair Shiver (P) John Johnson(VP), Tammy Collins (Secretary), Ben Roche (Treasurer), Erin Arnett, Christina Gonzalez, Mike Puto, Matt Bussard, and Ryan Elwell.