

**Fourth & Hope**  
**Board of Directors Meeting**  
**October 24, 2017 6:00 pm**  
**Board President, Bob Partlow, presiding**  
**Location: 108 W. Woodland Ave., Woodland. CA**  
**Agenda**

**Attendees:** Robert Partlow, Suzi Ishikawa, Trudie Martin, Wayne Garske, Pat Stoffregen, Scott Mansell, Doug Zeck, Jr., Executive Director, Brad Parsons, Amara Pickins

**Consultants:** Carol Souza Cole

**Absent:** Nick Roncoroni, Larry Peterson, Tom Liberto

6:01 Meeting Called to order

Robert Partlow

Prayer: Doug Zeck

**Agenda Approval**

Robert Partlow

- Motion to accept by Suzi, seconded by Trudie, unanimous approval

**Minutes**

Robert Partlow

- Motion to accept last month's minutes by Pat, seconded by Pat

**Financial Report**

Brad Parsons, Scott Mansell

- Finished September with year to date of income of \$76,000 vs Budgeted income of \$2,000. Most departments are significantly ahead of budget. This is the end of the 3<sup>rd</sup> month, or 25% through the year. Revenue is at 24.9% of the total annual budget, expenses are only at 22.3%.
- On the Balance Sheet, A/R is up by \$192,000 over last year. Cash is still low, and A/R that is 60 days and over is \$155,000. Lots of progress was made with older A/R in October. ESG has not paid yet. The line of credit has not been used for 7 months
- A brief discussion was held about entering into an agreement with Prudential to form a simple IRA with matching contributions for employees of Fourth & Hope. It was decided that the Executive Committee would address this issue.

**Executive Director/Staff Reports**

Doug Zeck/Amara Pickens

- The shelter is as full as it has been for a while. There is a serious bedbug problem at both the shelter and Walter's House. This coming weekend staff is making a hotbox out of the box truck to treat mattresses. We are ordering some metal bunkbeds. Outpatient treatment is growing, primarily from Westcare.
- Looking for Permanent supportive housing units for Fourth & Hope to master lease. Looking for a 1 Bedroom for \$1,000 per month. Also looking for a counselor for Walter's House

- We are participating in the Coordinated Entry Program with other providers. Chronically homeless go on the list, and housing needs are coordinated by housing providers, including the Housing Authority
- Amara distributed a Quarterly Statistics Report, and a success stories, including one about a family who has been in the shelter for a year, and recently found permanent housing

#### **Committee Reports**

- **Finance**
- **Development and Fundraising:** Carol distributed a report on the income generated from the Empty Bowls Fundraiser, showing the sources of income.
- **Mission**
- **Executive Committee**

#### **Adjournment**

- 7:27pm. Motion by Suzi, seconded by Scott, unanimous approval. Adjournment prayer by Doug