

**Fourth & Hope**  
**Board of Trustees Meeting**  
**June 27, 2023 at 6:00 p.m.**  
**By Zoom**  
**Board President Nick Roncoroni, presiding**  
**Minutes**

**Board Members Present:** Pat Stoffregen, Nick Roncoroni, Brad Miller, Scott Mansell, Catherine Portman, Nancy Lofton, Bruce Watts, Marla Garske

**Staff, Consultants, Community:** Doug Zeck, Jr. Executive Director, Brad Parsons, Amara Pickens, Dawn Brown

**Regular Meeting Called to Order:** At 6:21 by Nick Roncoroni, and Nick gave the opening prayer.

**Agenda Approval:** A motion to approve the agenda was made by Pat Stoffregen and seconded by Brad Miller. The vote was unanimous in favor of approval.

**Approval of Minutes from Prior Meeting:** A motion to approve the Minutes from the May 23, 2023 Board Meeting was made by Brad Miller and Seconded by Nancy Lofton. The vote was unanimous in favor of approval.

**Financial Report:** Brad Parsons reviewed the financial statements through May 31, 2023. Brad Reported that we finished May with positive net income of \$193,985 vs. budgeted net income of \$6,097. This is due to \$248,370 of additional ERC tax credits received in May. For the 11 months ending May 31, 2023, we have \$4,438,281 in revenues minus \$3,690,290 in expenses, resulting in positive net income of \$747,991, compared to our YTD budgeted net income of \$84,476. Last year for the same period we had positive net income of \$70,993. Total donations are at \$233,898 vs. \$197,044 last year and an annual budget goal of \$235,000. Total cash increased by \$151,326 during the month of May. It is up \$186,564 vs. last year at this time and down (\$141,535) since the beginning of this fiscal year. Total outstanding receivables increased by \$46,408 during the month of May. They are up \$365,512 vs. last year at this time and up \$476,231 since the beginning of this fiscal year. Brad also advised the Board that PSH should break even moving forward, due to a new HHSA Contract. A motion to approve the financial report for May 31, 2023 was made by Scott Mansell and seconded by Brad Miller. The vote was unanimous in favor of approval.

**Executive Director's Report:** Doug referenced his Executive Director's Report that had been emailed out earlier in the day, and hit the high points. He reported that ground is about to break on the new Walter's House, 15,000 square treatment facility at the East Beamer Campus. There is a meeting scheduled between the City of Woodland and Friends of the Mission regarding various costs added by the city, like fire lanes and other additions. These added costs have slowed the progress. Doug also advised the Board that we were unsuccessful in getting a grant to purchase the building at 814 Court Street in Woodland, and we will look for other sources of funding. The grant was awarded to a facility in Sacramento. He also reported that the shelter is operating near capacity, with client numbers in the low 80's. 21 of the clients are working, plus a few are in school.

**New Business:** No New Business was discussed.

**Old Business:** No Old Business was discussed.

**Committee Reports:**

**Finance Committee:** Pat Stoffregen reported that the Finance Committee met before the Board Meeting and reviewed the May 31, 2023 Financial Statements with Brad.

**Development Committee:** Dawn Brown reminded the Board that the September 20 Empty Bowls event is not far away, and Board participation is needed. A letter and cards are being printed to distribute and solicit sponsors. She also reported that we will not solicit soup donors this year, since the Fourth and Hope Chef will be making all of the soups. Friends of the Mission has agreed to be an Event Sponsor, with a donation of \$5,000.

**Executive Committee:** Did not meet

**Adjournment:** A motion was made by Catherine Portman and seconded by Bruce Watts to adjourn the meeting. The vote was unanimous in favor of adjournment. Doug gave the closing prayer.

Taken by Scott Mansell,  
Interim Secretary