

**Fourth & Hope
Board of Trustees Meeting
Remote – by Zoom
Sept 27, 2022, 6:00 pm
Board President Nick Roncoroni, presiding
Minutes**

Present by Remote Connection:

Board Members: Nick Roncoroni, Larry Peterson, Pat Stoffregen, Theresa Lee, Marla Garske, Nancy Lofton, Marla Garske, Nancy Lofton, Scott Mansell

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

Called to order: 6:05 Meeting by Pat Stoffregen who also offered opening prayer.

Agenda Approval: A motion to approve the agenda was made by, Scott Mansell and seconded by Brad Parsons. The vote was unanimous in favor of approval.

Approval of Minutes for the February 22, 2022. A motion to approve the minutes was made by Brad Parsons and seconded Marla Garske. The vote was unanimous in favor of approval.

Financial Report: Brad Parsons reviewed the financial statements through August 31, 2022. We finished August with a net loss of (\$12,244) vs. budgeted net income of \$3,776. For the 2 months ending August 31, 2022, we show positive net income of \$41,901 vs. Budgeted net income of \$7,552. We finished with a net loss of (\$4,806) for the same period last year. Shelter is running (\$16,164) below budget. We anticipate new funding to come in from sources such as Cal AIM, HHAP, and Partnership Health in the near future. Treatment is running \$60,509 ahead of budget. We benefited from a significant increase in our fee for service rates effective 07/01/22. We have also realized actual vs budget savings in personnel. Transitional Housing is running \$48,663 ahead of budget. We benefited from a significant increase in our fee for service rates effective 07/01/22. We have also realized actual vs budget savings in personnel and rent. Outpatient is running (\$19,785) below budget due to lower-than-expected revenue from Westcare. PSH for CH is running (\$39,368) below budget due to contract renewal delays with HUD and the City of Woodland. G&A is in line with its budget 2 months into the fiscal year. Total donations are at \$28,815 vs. \$28,160 last year and an annual budget goal of \$235,000 for the entire year. Total cash (lines 62,66 minus line 70) decreased by (\$81,234) during the month of August. We are down (\$107,724) vs. last year at this time. Total outstanding receivables (line 64) increased by \$26,169 during the month of August. We are up \$24,307 vs. last year at this time. Total payables (line 68) are up \$19,108 vs. the prior year, with outstanding credit card payables (line 69) up by \$4,964. We have an outstanding note payable of \$634,440 due to Friends of the Mission as part of the Walter's House purchase (line 74). We have reduced this outstanding balance by \$67,320 in the past year. We have \$145,567 of outstanding receivables greater than 60 days old: This is an increase of \$39,343 vs. the prior month. A motion was made by Larry Peterson and seconded by Scott Mansell. The vote was unanimously to approve the May 31, 2022, Financial report.

Executive Director/ Staff Reports: Doug Zeck reviewed the Director's report, which was emailed to Board members. We hired a new administrative assistant (Stacy) from Commune Care, and Doug told a great story about 2 of the clients. He also encouraged staff to not lose sight of our clients individually. Went over the new Admin and SLE space at 814 Court St. Waiting for permits for the Permanent Supportive Housing to move in.

New Business: None

Old Business None None

Committee Reports:

- **Finance Committee:** Pat Stoffregen reported that the Finance Committee met via Zoom before the Board meeting. Nothing to report
- **Development Committee:** Dawn went over sponsorship and currently at \$14,250 at this time. Friends of the mission has said that they would be donating up to \$5,000. We currently have 66 paid tickets. 52 for lunch and 36 for dinner. Discussed the logistics for the empty bowels event and last-minute follow ups. Sponsors are on our web site.
- **Executive Committee:** Nothing to report.

Adjournment and Closing Prayer: Meeting was adjourned. At 7:05 pm with a prayer by Doug Zeck.

Taken by
Theresa Lee, Secretary.