

**Fourth & Hope
Board of Trustees Meeting
Remote – by Zoom
November 29, 2022, 6:00 pm
Board President Nick Roncoroni, presiding
Minutes**

Present by Remote Connection:

Board Members: Nick Roncoroni, Larry Peterson, Pat Stoffregen, Theresa Lee, Nancy Lofton, Scott Mansell, Catherine Portman.

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

Called to order: 6:33 by Nick Roncoroni who also offered opening prayer.

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

Approval of Minutes for the October 25, 2022, A motion to approve the minutes was made by Catherine Portman and seconded Larry Peterson. The vote was unanimous in favor of approval.

Financial Report: Brad Parson reviewed the financial statements through October 31, 2022. We finished October with positive net income of \$44,859 vs. budgeted net income of \$5,943. For the 4 months ending October 31, 2022, we show positive net income of \$94,311 vs. Budgeted net income of \$18,520. We finished with positive net income of \$15,307 for the same period last year. Shelter is running (\$76,140) below budget. We anticipate new funding to come in from sources such as HHAP and Partnership Health later this fiscal year. We did receive \$212,859 from Cal AIM (a new funding source) in October. Treatment is running \$165,241 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 \$97,081 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 (\$46,116) below budget due to lower-than-expected revenue from Westcare. PSH for CH is running (\$80,607) below budget due to contract renewal delays with HUD and the City of Woodland is running \$16,332 ahead of budget due to donations and actual vs budget savings in personnel. Total donations are at \$97,551 vs. \$52,382 last year and an annual budget goal of \$235,000 for the entire year. Total cash (lines 63,64) increased by \$176,447 during the month of October. We are up \$191,473 vs. last year at this time. Total outstanding receivables (line 65) decreased by (\$63,680) during the month of October. We are down (\$182,361) vs. last year at this time. Total payables (line 70) are down (\$5,016) vs. the prior year with outstanding credit card payables (line 71) also down by (\$4,730). We have an outstanding note payable of \$623,220 due to Friends of the Mission as part of the Walter's House purchase (line 76). We have reduced this outstanding balance by \$67,320 in the past year. We have \$130,964 of outstanding receivables greater than 60 days old: This is a decrease of (\$82,044) vs. the prior month.

Brad told us that we applied for an employee retention credit from IRS which would be a significant amount of money which would help pay off the Old Walters house. It takes up to 4 to 6 months. Catherine also checked to see that our goal for 2 months payroll is there. Brad stated it was close. A motion to approve the financial report was made by Scott Mansell and seconded by Larry Peterson. The vote was unanimous in favor of approval.

Executive Director/ Staff Reports: The Board reviewed the Directors Report. Save the dates: December 9th from 12 - 3pm will be the Annual 4th and Hope Holiday Party! It will be at 814 Court Street. Details to follow soon. January 13th is the new, tentative date for the Ribbon Cutting/Groundbreaking for EBW PSH and the new Walter's House. Please welcome guests to

the campus. Refreshments will be served. Details to follow as they are available. Martin Luther King Day volunteers will be helping. Larry Peterson will be retiring from the Board. Doug also told us that there is a new Shelter Lead, Dee Langley and Charlotte has been moved to the Property Management. There was a mental health issue and one of the units were badly damaged. An eviction was in the process, Doug explained how clients were selected for these units. He also stated that the work for the rest of the shelter will also be started from a grant of \$500,000. So, they will be working with a architect to get that started.

New Business: No meeting in December. Board Retreat is Scheduled for Jan 21, 2023, for 9:00 am to 12:00, at the East Oak Building. Further information will follow. We will take more about the staff and development.

Old Business: None

Staff Report:

Committee Reports:

- **Finance Committee:** Nothing to report
- **Development Committee:** Waiting for expense still from empty bowels. Dawn put out an email for Giving Tuesday. She did a landing page and sent out about 900 emails and have received about \$500 so far. She is also rapping up stuff from Empty Bowels. May 4th is big day of giving. September 30, 2023 will be next years Empty Bowels. Volunteers are starting to pick up since COVID. A Welcome reception was out at the new residents. The Church of Jesus Christ donated home-made quilts for every resident, and they had a fire pit and hot chocolate. Dawns daughter's girl scout troop might be do Christmas carols out at the homes and new shelter. Goal Performance is at 50% \$116,830 not including some checks still needing to be posted. Average gift was \$358. Which is a 180% goal. New donors were only 60.
- **Executive Committee:** Nothing to report.

Adjournment and Closing Prayer: Meeting was adjourned. At 7:30 pm with a prayer by Doug Zeck. Everyone thanked Larry Peterson again for all the work he did on the board.

Taken by
Theresa Lee, Secretary.