

MINUTES
GAINESVILLE NONPROFIT DEVELOPMENT FOUNDATION, INC.
April 11, 2013

A meeting of the Gainesville Non-Profit Development Foundation, Inc. was held in the Community Development Conference Room, 311 Henry Ward Way 2nd Floor.

Members present: Leroy Summerour, Dick Young, Broughton Cochran, and Audrey Simmons.

Ex-officio: Not present

Staff Present: Chris Davis, Housing Programs Manager, Theresa Dyer, Housing Coordinator.

CALL TO ORDER

The meeting was called to order at 4:30 p.m.

CITIZEN ISSUES

None.

APPROVAL OF MINUTES

Mr. Cochran made a motion to approve the minutes of July 19, 2012; the motion was seconded by Mr. Cochran. Minutes were unanimously approved.

OLD BUSINESS

Outstanding Loans

Mr. Davis updated the Board on the status of all outstanding loans. He described to the Board continued efforts to recapture the balance of the rehabilitation loan on 735 Harvey Street. He stated that the City Attorney was still working on the issue. Mr. Davis stated he will continually update the board until a resolution has been determined. Board members acknowledged the amount of time it was taking to resolve the issue. Board members asked staff to make sure the issue was resolved promptly and agreed to use of an outside attorney if necessary. He also reported that all other loans were being paid as agreed.

Loan Re-Structure

Mr. Davis updated the board on the outstanding loans extended to Ms. Jessie Rucker and Ms. Betty Lewis. During the last meeting, the board voted to restructure each loan pending a title search and verification of income. Upon completing the title opinions and income verifications, Mr. Davis informed the board he had modified the loan documents. He explained that he had completed the restructure of Ms. Betty Lewis' loan and it has been recorded to show the original balance minus all payments received to date and the interest rate had been reduced to 0%. He explained there were several heirs for whom he is awaiting signature from for Ms. Rucker but once those documents were received the deed and promissory note would be recorded. Ms. Rucker's loan will be restructured in the same manner with the original balance minus all

payments received to date and an interest rate of 0%. The board was pleased with the progress.

NEW BUSINESS

Construction Loan

Mr. Davis explained to the board that he had received a loan request from a landlord to reconstruct a duplex on a lot at the corner of Martin Luther King Jr. Blvd and Carlton Street. The owner, Mr. Eddie Martin, was requesting a loan in the amount of \$130,000 to construct a new duplex on the property. After some discussion, board members agreed the provision of such a loan was not a part of the nonprofits mission and felt it would not be appropriate to extend the loan. All board members were in favor of denying the loan.

Annual Audit

Mr. Davis shared the Audit Report with board members. The report covers the period July 1, 2011 through June 30, 2012. Mr. Davis highlighted the revenues and expenditures during the year. Mr. Cochran questioned the indirect cost allocation that is being billed to the nonprofit by the City. Mr. Davis explained the fee was charged to the nonprofit for handling the accounts. Board members wanted to get more information on the fee and asked staff to provide additional details at a future meeting.

2014 Budget

Mr. Davis presented the proposed 2014 budget to the board. Mr. Davis provided the board with a copy of the budget and highlighted the proposed revenue and expenditures projected for the upcoming year. Mr. Davis explained the average administrative costs per year were around \$124,000. In an effort to reduce this, Mr. Davis told board members he had shifted administrative expenses to the CDBG grant since most of the staffs time is spent carrying out CDBG activities. He also explained that receipt of the 2012 CHIP grant would also alleviate the need to expend nonprofit funds on salaries. As a result, the upcoming year proposes a total budget of \$79,806 for administrative costs. This amount includes the cost of two new computers for staff. Mr. Davis told members the current computers being used were 6 years old. Mr. Davis continued by explaining he had proposed an allocation of \$100,000 for rehab loans and \$140,000 to construct (2) new homes on lots acquired with CDBG funds. After some discussion, Mr. Cochran made a motion to approve the budget as proposed. Mr. Summerour seconded the motion. All members were in favor.

2013 Meeting Dates

Mr. Davis asked the board to review meeting dates proposed for the 2013 calendar year. Mr. Summerour made a motion to approve the calendar as presented. Mr. Cochran seconded the motion. After no discussion the board unanimously approved the 2013 calendar.

Meeting

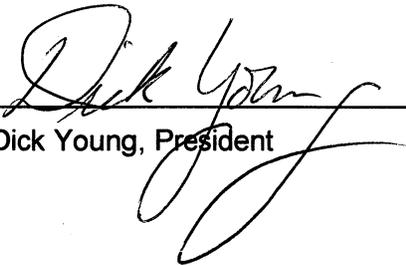
The next regularly scheduled board meeting is set for Thursday, July 11, 2013 at 4:30 p.m.

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ADJOURNMENT

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,



Dick Young, President