

Upper Rogue Community Center
Board of Directors

EXECUTIVE DIRECTOR'S REPORT

A Monthly Report to the Board

September 17, 2008

The next regular scheduled Board meeting is October 15, 2008

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GRANTS

Grants that have already been submitted and a decision from the funding source not yet reached include:

PGE Foundation	\$ 5,000 for Youth Activities
Mattel Foundation	\$10,000 for Youth Activities
Shapira Foundation	\$ 1,500 for After School Program
S. Johnson Foundation	\$ 3,500 for Youth Activities
US Bank Foundation	\$5,000 for Youth Activities
WAMU Foundation	\$3,500 for After School Program
United Health Care	\$10,000 for Transportation Program
West Family Foundation	\$2,500 for Thrift Store Laundry appliances
Chaney Family Foundation	\$2,500 for Youth Activities
The Swigert Foundation	\$10,000 for Building Project
Carpenter Foundation	\$15,000 for Building Project
Swindells Family Trust	\$50,000 for Building Project
M. J. Murdock Foundation	\$250,000 for Building Project
Meyer Memorial Trust	\$200,000 for Building Project

The following grants have been submitted and a decision reached by the funder:

The Collins Foundation	\$75,000 for Building Project	APPROVED
Pacific Power Foundation	\$ 2,500 for Youth Activities	APPROVED

STRATEGIC PLANNING

Each Board committee should schedule a meeting to discuss those goals related to their committee and begin to lay out concrete actions items to accomplish them. These meetings should begin now that the new fiscal year has started and new committees appointed.

BUILDING PROJECT

I have prepared a Campaign Case Statement and Campaign Plan for the local capital campaign. We have formed a Capital Campaign Committee to oversee the campaign and a Building Committee to oversee the construction. Next step will be to develop a local donor list for large donations.

We have raised \$55,000 from events and individual donations/pledges to date for this project and spent \$25,600. In addition, the Architect has donated 30% of his standard fee to this project, at a total value of \$16,000. With other potential in-kind and pledges, we are now at \$115,000 in local money already, more than the \$97,000 we had as a goal to raise. We will continue to raise local money we begin the Capital Campaign this fall, which as you can know, is now more critical than ever.

We made the initial cut for the Murdock Foundation and they have requested a full proposal from us. That was completed and returned by the end of July.

We were successful with the Collins Foundation, meaning I was able to immediately submit the grant to the Meyer Foundation for \$200,000.

BOARD MEMBER MANUAL

The Board manual is completed and being distributed at this Board meeting.

ENERGY TAX CREDIT

The paperwork is ready for filing with the state Energy Department; we are just waiting on the letter from the CPA. I will be picking that up on Thursday. Once the CPA letter is in hand, then we file a Final Certification letter signed by ourselves and Premier West. Once we receive the Final Certified Amount Letter, Premier West then issues the check to us. I still expect that it will be sometime in January when we receive the money. At that point, we will then add one day of service back to the regular transportation program.

PROSPECT SCHOOL DISTRICT #59 TRANSPORTATION CONTRACT

We are in the final stages of negotiating an agreement with the Prospect School District to provide transportation to their students, participating in extra-curricular activities, who live in the Shady Cove/Trail area. We will provide one vehicle, #7, that will transport the students from the School, leaving at 7:00 pm, to three designated stops in Trail and Shady Cove. The agreed upon price will be \$25 per hour, with service beginning September 22nd. I estimate that this will bring in an additional \$3,300 for the remainder of the fiscal year, including about \$800 for the Center General Fund. The contract will run until June 5th. We will renegotiate for the next school year during the summer.

COMMUNITY CENTER EVENTS

DUCK RACE

We had a very successful event, with great attendance for that day. All told, we raised \$3,300 for the Transportation Program.

SHADY COVE CANDIDATE FORUM

The response from all of the candidates to the proposed format was positive, with the common date being Tuesday, October 14th. The Forum format will begin with a meet-and-greet at 6:00 PM. At 6:30 PM, mayoral and city council candidates will present their 3-minute opening statements followed by questions presented on note cards from the audience. About 5 – 10 questions will be read to the candidates allowing each of them 3 minutes time to respond. Then each candidate will be allowed 3 minutes for a closing statement. The Forum should last approximately 2 hours and will be moderated by myself.

PANTRY DAY

This is a fundraising dinner on Saturday, October 11th for the Pantry being planned by Ginny.

FOUNDER'S DAY DINNER

We have scheduled the Dinner for Saturday, October 25th, starting at 7:00 pm. We will be honoring our volunteers and community supporters at this event. This will include the Volunteer of the Year Award, the Community Partner of the Year Award, Spirit of the Upper Rogue Award (if awarded), the Unsung Hero Award, and the Notable Achievement Awards. We still need a volunteer cook for this program and set-up and take-down volunteers.

TRANSPORTATION PROGRAM

We continue to run at full capacity, with Translink rides continuing at a strong level.

Performance Measures:

In August, the Transportation Program provided 688 one-way trips, total mileage of 8,613, and service hours of 513.00 hours.

This translates into the following performance measures, compared to last four years.

	2008-2009	2007-08	2006-07	2005-06	2004-05
Cost per mile:	\$1.50	\$ 1.31	\$ 1.32	\$ 1.48	\$ 1.31
Cost per hour:	\$23.69	\$ 20.79	\$22.14	\$ 21.39	\$19.57
Cost per trip:	\$21.34	\$ 21.25	\$20.30	\$ 16.62	\$19.85
Trips per Hour:	1.2	1.1	1.1	1.3	1.2

Translink:

We carried 184 Translink rides in August, with the average being 104.

STF

For STF, we carried 174 rides in August, Our target number of rides was 193, which means we provided less rides than we are budgeted for. Our average for August is 378 trips.

Youth Field Trip Program

In August, we carried 65 youth, for a total of 130 trips, with a total mileage of 530 miles.

CENTER PROGRAMS

Youth Activities

After School Program

This program restarted on September 8th. We already have 17 students in the program for the current year, which is only three less than capacity. This upcoming year will see the addition of some transportation assistance to the program participants through the education field trip money, if needed.

4-H Program

We are partnering with the local 4-H program to provide yet another after school activity in the area. We are providing the space for the program, which right now is using the Center on every other Saturday. We are still looking for opportunities to jointly apply for funding to support this program. The club is looking for volunteers and supplies for their various craft programs.

Girl Scouts Program

The local Girl Scout program is using the Center for their weekly meetings, starting this month. They meet every Wednesday from 4-5 pm.

Community Programs

Computer Class

The classes will be on hiatus until at least September and maybe later, depending on the timing of Stanley's eye operations.

Yoga Class

Whole Life Yoga continues offer this class on Tuesday nights at 6:30 pm, and offered a children's program at 5:00 pm that a good share of the After School program children attended

Line Dancing Class

The classes are on hiatus until the fall

Music Jam Session

Still going strong with good attendance from all I have been told.

Family Activities

Family Movie Night

We were not successful in obtaining the grant to start this program from the Gordon Elwood Foundation. We are back at square one in funding.

Emergency Services

For the month of August, we served 326 persons thru the Emergency Services office. This includes such services as utility assistance, rental assistance, prescription assistance, gas vouchers, motel shelter assistance and food assistance, including the pantry and the produce and bread distributions. This program is funded by the Ann May Foundation, United Way, Jackson County and the Walker Fund, as well as general funds from the Center budget, and local donations. For comparison, last August, we served 345 individuals and households. Year-to-date, we have served 665 individuals. Last year as this time, we served 733 individuals.

Pantry Report

In August, the pantry served 124 households or 239 individuals. For comparison, last August, the pantry served 146 households or 293 individuals. Year-to-date, we have served 228 households/463 individuals. Last year, the comparable numbers were 250/517.

Volunteer Program

In August, we received a total of 417 hours in recorded volunteer service from 14 volunteers. In dollar value, this equates to \$6,692.85. In comparison, last August, we received 423.75 hours from 20 volunteers. Year-to-date, we have received 743.25 volunteer hours.

Thrift Store Report by Tyler Hulseley

For the month of August we had \$1837.93 total in gross sales, so far for the month of September to date we have \$1181.84.

Clothing & Linens produced 38% of sales totaling \$710.60. Household was 20% totaling \$369.60. Books, games, puzzles were 18% totaling \$330.47. Miscellaneous, etc. was 19% totaling \$351.75. Sewing & crafts 2% totaling \$28.90. Pay station fees were 1% totaling \$21.50. Donations accounted for 1.5% totaling \$25.11. The remainder was the fees to use the credit card machine.

Throughout August and September it has been observed that the economic decline has been beneficial to our store. An abundance of customers have expressed their thanks for, as well as recommended our services to friends and cohorts. It makes me very proud to know that the hard work put forth day in and day out is helping, and benefiting the community.

In the month of August, Steve sent me to a grant writer's workshop. After completing the course he assigned me to write a grant to the West Family Foundation. The grant I wrote is to receive money to replace the existing washers and dryer in the thrift store. Just the other day we received confirmation that my grant had passed the first stage of review and would be placed for further consideration.

In the last few months I have continued to rely on the local radio for running ads and awareness of the thrift store. It has been fairly successful and has generated new business. This is a resource that will continue to be utilized in the future.