

CASTLE ROCK SENIOR ACTIVITY CENTER
BOARD OF DIRECTORS
Meeting Agenda
August 21, 2020
1:00 pm

Zoom Meeting:

Castle Rock Senior Center is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/96938207761?pwd=R20vSXh0UjFKRmY3QjY2SDFDV2NaQT09>

Meeting ID: 969 3820 7761

Passcode: 838969

Call to Order

Record Proxy (*Bob will be unable to attend this meeting and has given his proxy to Steve.*)

Reports:

Secretary – Sherry Fogleman - *Approve Minutes of June 19, 2020 meeting*
Approve Minutes of August 10, 2020 meeting

Treasurer – Steve Lockwood – *Report/Approve*

- *Financial Report*

President – Phyllis Tumey

Executive Vice President – Bob Halvorson

Membership/Outreach Vice President – Lynn Kroloff

Immediate Past President – Doris Rollins

Executive Director – Debbi Haynie

Standing Committees' Reports:

Activities – Patty Hasty

Liaison to Community – Al Wonstolen

Sports – Cynthia Timmons

Transportation – Jon Hendricks

Legal – Wendy Monteith

Old Business:

- *2019 Audit – Steve*
- *2020 Strategic Financial Emphasis – Steve*

New Business:

- *2020 Annual Meeting Decision - Phyllis*
- *2020 Shopping Extravaganza - Phyllis*

Adjournment

The next Full Board Meeting is scheduled for Friday, September 18, 2020 @ 1:00 pm.
2020-08-21 CRSC Board Mtg Agenda

CASTLE ROCK SENIOR ACTIVITIES CENTER
EXECUTIVE BOARD MEETING
MINUTES
June 19, 2020

Executive Board Members

Phyllis Tumey, President
Bob Halvorson, Executive Vice President
Steve Lockwood, Treasurer
Lynn Kroloff, Membership/Outreach Vice President
Sherry Fogleman, Board Secretary
Doris Rollins, Immediate Past President

Staff Members

Debbi Haynie, Executive Director

Legal Advisor

Wendy Monteith

CALL TO ORDER

The Executive Board (EB) meeting was called to order at 11:30 am by Phyllis Tumey via Zoom Video. All members were present.

SECRETARY'S REPORT

The EB minutes of the May 22, 2020 and the EB minutes of June 16, 2020 meetings were both approved by consensus.

PRESIDENT'S REPORT

Phyllis reported that there has been discussion that the Rec Center will not be closing the building for a week in August as usual. Phyllis, Doris and Debbi met to discuss and decided that if the building is open for the full month of August that the staff should work for the entire month and be paid for working during that time. Debbi has informed the staff and there were no complaints.

EXECUTIVE VICE PRESIDENT'S REPORT

Bob reported that he is still working with Meadows Car Wash on a deal for the Center similar to the one we had with Moto Spa Car Wash. He indicated that they are working on coupons for us and that he is still trying to get at least \$5.00 for the Center for each car wash.

VICE PRESIDENT/MEMBERSHIP

Lynn reported that she is still confused by the numbers for membership. She has looked at them several different ways and they don't add up. Lynn and Debbi will be setting up another call to try to resolve this situation.

She noted that we have lost membership due to Covid; some waiting to rejoin when the Center opens again. Debbi sent out 160 letters to members who are not current on their membership fees encouraging them to rejoin now. Staff have received 2 or 3 responses a day since the letter was sent. Staff will also notify Lynn when new members sign up.

TREASURER'S REPORT

Steve provided a preview of the Edward Jones accounts. He noted the Foundation account is positive at \$404,892.69 or up .39 %. The Center's account is at \$176,920.22 or up 1.04%

Steve is planning a meeting of the Finance Committee on July 2 to bring everyone current and begin working on the items in the "Emphasis on Finance Document".

He also reported that Jim Davis finished the audit last Tuesday afternoon. Jim was very complimentary of Greg and his organization and preparation for this audit.

Steve mentioned he and Debbi have been working on the 2021 Budget but that many items are up in the air at this time. He'll continue to work on it in order to provide a draft at the August Board meeting.

IMMEDIATE PAST PRESIDENT REPORT

Doris reported that at this time the upcoming elections are her main focus.

She also mentioned that we are still doing early bird registrations for the September Golf Tournament at Arrowhead.

EXECUTIVE DIRECTOR REPORT

Debbi reported that she has recently talked to Rich Smoski and that his wife is doing well. He indicated that next year he may not be able to donate as much as usual to the Center because of expenses with Linda's care.

Debbi is working with our insurance company on renewals for our coverages. She indicated that we may get a discount on our insurance for the Participant Accident Policy for our Sports Leagues coverage for our sports activities that have been canceled because of Covid.

Debbi notified the EB that she will be leaving town on June 20 for a week to take care of personal matters in Texas.

LEGAL ADVISOR

Wendy had nothing to report at this time.

OTHER

Doris suggested an idea that the EB to consider asking the board members to chip in more next year for the Loving Life Challenge to make up the difference in the amount we usually receive from Rich. Each board member would be asked to contribute a certain amount and then the membership would be asked to chip in a little more as well. Since next year is the Center's 50th Anniversary, we could tie the marketing into that. No final decision was made.

ADJOURNMENT

There being no further business brought before the Executive Board, the meeting was adjourned at 12:07 pm.

Respectively submitted,

Sherry Fogleman, Secretary

Phyllis Tumey, President

CASTLE ROCK SENIOR ACTIVITIES CENTER
EXECUTIVE BOARD MEETING
MINUTES
June 19, 2020

MOTIONS PAGE

The EB minutes of the May 22, 2020 and the EB minutes of June 16, 2020 meetings were both approved by consensus.

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
August 10, 2020

Executive Board Members

Phyllis Tumey, President
Bob Halvorson, Executive Vice President
Lynn Kroloff, Vice President of Membership and Outreach
Steve Lockwood, Treasurer
Sherry Fogleman, Secretary
Doris Rollins, Immediate Past President

Committee Chair Members

Patty Hasty, Activities Committee Chairman
Al Wonstolen, Liaison to Community
Cynthia Timmons, Sports Chairman
Jon Hendricks, Transportation Committee

Staff Members Present

Debbi Haynie, Executive Director

Legal Advisor

Wendy Monteith

Phyllis Tumey called the meeting to order at 10:05 am. All members were present except for Lynn Kroloff. Her proxy was Steve Lakewood.

2020 CRAFT FAIR

Debbi explained that many she has learned that many of the craft fair type activities have been canceled for the remainder of the year and she is concerned about safety and the success of this year's craft fair. She also learned that we can only have 175 people in the Event Center building at one time and with all of the vendors and our volunteers we would have more than 175 people already there. Attendance at our craft fair is about 7000. Debbi is recommending that we cancel the craft fair for this year. The lost to the center would be about \$25,000.

She also mentioned to the board that they are talking about having a virtual silent auction as well as a wreath auction. More to come on that. She thought that perhaps in March, April or May the center could hold a small craft fair in the Panorama Room and invite out members to participate at the fair to sell their items.

A motion was made by Bob, seconded by Steve and unanimously approved by the board to cancel the 2020 CRSC Craft Fair.

BOWLING LEAGUE

Cynthia and Debbi explained that at this point the bowling league should probably be canceled for this fall. The bowling alley we use has modified their hours and do not open their doors now until 2:00 pm. Since many of our players use our buses to transport them to the bowling alley, the logistics would not work unless the alley opens earlier in the day. With the social distancing and masks still in effect, the buses would only be able to take 7 people per bus so more than one bus would have to be used. At this point both Debbi and Cynthia believe it would serve us all better to cancel this season's league or perhaps start it sometime after the first of the year.

A motion was made by Cynthia, seconded by Bob, and unanimously approved by the board to cancel the September 2020 bowling league until further notice.

CENTER OPENING

Our original target opening date was the middle of September. Debbi believes that we need to revisit that topic again since we are still under a stay at home order. She mentioned that she has spoken with several senior centers and many are saying they do not plan to open until next year or until a vaccine has been administered.

Debbi suggested that we delay the target opening date to at least the middle of October to give her time to work out how a week would look when we do open. After a general discussion,

A motion was made by Bob, seconded by Steve, and unanimously approved by the board to postpone our target opening date to November 2, 2020.

VOA LUNCH PROGRAM

Debbi has been in contact with the VOA regarding the hot lunch program for seniors. She said VOA is starting a hot lunch service again and Debbi wants to look at how that would work for the center. She may have to bring in Susan for two days and perhaps 2 volunteers. The program would be curbside pickup with delivery to only our current register riders.

A motion was made by Bob, seconded by Steve and unanimously approved by the board to give Debbi the authority to continue to work on the VOA hot lunch project using her best judgment on staffing this program.

OTHER

- It was announced that there will be no peaches from the Rotary this year due to the freeze in Palisades, Colorado.
- Debbi informed the board that the center office is now being staffed from 7:30 am to 4:00 pm with ½ for lunch.
- She also notified the board that the Loving Life fundraiser is currently at \$6,000.
- Steve reported he has received information from the Colorado Nonprofit Association on current salary levels. He will send a copy of his recommendations to the board.

ADJOURNMENT

There being no further business brought before the Board, the meeting was adjourned at 11:05 am.

Respectively submitted:

Sherry Fogleman, Secretary

Phyllis Tumey, President

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
August 10, 2020

Motions Page

A motion was made by Bob, seconded by Steve and unanimously approved by the board to cancel the 2020 CRSC Craft Fair.

A motion was made by Cynthia, seconded by Bob, and unanimously approved by the board to cancel the September 2020 bowling league until further notice.

A motion was made by Bob, seconded by Steve, and unanimously approved by the board to postpone our target opening date to November 2, 2020.

A motion was made by Bob, seconded by Steve and unanimously approved by the board to give Debbi the authority to continue to work on the VOA hot lunch project using her best judgment on staffing this program.

Castle Rock Senior Center
Statement of Activities Prev Year Comparison
July 2020

	<u>Jul 20</u>	<u>Jul 19</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
40000 · 01-ACTIVITY INCOME	880	6,454	-5,574
40050 · 02-MEMBERSHIP	1,796	1,258	538
40100 · 03-SHUTTLE CONTRIBUTIONS	341	1,049	-708
40200 · 06-CASTLE ROCK SERVICE CONTRACT	10,833	10,000	833
40300 · 07-Douglas County Grants	15,338	13,797	1,541
40400 · 08-GRANTS	41,250	1,000	40,250
40700 · 15-FUND RAISING INC.	14,393	7,066	7,327
42800 · 22-MISC	51	94	-43
43200 · INTEREST & DIV SAVINGS	223	256	-33
44000 · Restricted Grant/Fund Income	35	80	-45
45000 · In-Kind Income	7,000	7,000	
Total Income	<u>92,139</u>	<u>48,055</u>	<u>44,085</u>
Expense			
60000 · ACCOUNTING	1,288	1,775	-488
60020 · ACTIVITIES EXPENSE	1,990	1,715	274
60500 · ADVERTISING EXPENSE	248	68	180
60600 · BANK FEES	314	171	142
61000 · CENTER SUPPLIES	76	45	31
62000 · DEPRECIATION	3,533	3,848	-315
62400 · DUES & CONFERENCE COST	76	60	16
62500 · FUND RAISING EXP	860	505	355
62900 · GIFTS	405		405
63000 · INSURANCE	2,742	2,582	160
63600 · MISCELLANEOUS	87		87
63700 · OFFICE SUPPLIES	214	504	-290
64000 · PAYROLL EXPENSES	21,206	20,491	715
64400 · Payroll Support	27	31	-4
64450 · PAYROLL TAXES	1,563	1,570	-6
65000 · POSTAGE	600	400	200
65100 · PROFESSIONAL SERVICES	2,475		2,475
65200 · RENT	60	55	5
65300 · STAFF-VOL EXP	640		640
65350 · TAXES/LICENSES		10	-10
65400 · TELEPHONE	249	351	-102
66000 · VEHICLES - Fuel	469	1,325	-856
67000 · VEHICLES-Maintenance	2,099	1,323	775
68000 · Restricted Grant/Fund Expense	3,031	2,088	943
69000 · In-Kind Expense	7,000	7,000	
Total Expense	<u>51,250</u>	<u>45,916</u>	<u>5,334</u>
Net Ordinary Income	<u>40,889</u>	<u>2,139</u>	<u>38,750</u>
Other Income/Expense			
Other Expense			
75000 · Transfer to Reserves	2,000		2,000
Total Other Expense	<u>2,000</u>		<u>2,000</u>
Net Other Income	<u>-2,000</u>		<u>-2,000</u>
Net Income	<u><u>38,889</u></u>	<u><u>2,139</u></u>	<u><u>36,750</u></u>

Castle Rock Senior Center
Statement of Activities Budget Performance
 July 2020

	<u>Jul 20</u>	<u>Budget</u>	<u>Jan - Jul 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
40000 · 01-ACTIVITY INCOME	880	5,400	21,316	36,300	65,000
40050 · 02-MEMBERSHIP	1,796	1,200	35,213	38,000	40,000
40100 · 03-SHUTTLE CONTRIBUTIONS	341	1,400	3,254	10,000	16,000
40200 · 06-CASTLE ROCK SERVICE CONTRACT	10,833	10,833	75,833	75,833	130,000
40300 · 07-Douglas County Grants	15,338	14,000	94,767	86,000	140,000
40400 · 08-GRANTS	41,250	3,000	108,000	40,000	75,000
40500 · 09-OUTREACH EVENTS			-50	14,000	14,000
40600 · 12-TRANSPORTATION - DONATIONS		83	62	583	1,000
40700 · 15-FUND RAISING INC.	14,393	5,000	58,776	47,000	110,000
42800 · 22-MISC	51	125	338	875	1,500
43200 · INTEREST & DIV SAVINGS	223	125	3,149	875	1,500
43400 · Insurance Reimbursement			860		
44000 · Restricted Grant/Fund Income	35	300	9,607	17,700	26,000
45000 · In-Kind Income	7,000	7,000	49,008	49,000	84,000
Total Income	92,139	48,467	460,133	416,167	704,000
Expense					
60000 · ACCOUNTING	1,288	1,417	9,500	9,917	17,000
60020 · ACTIVITIES EXPENSE	1,990	1,500	21,993	17,000	35,000
60500 · ADVERTISING EXPENSE	248	250	1,265	1,750	3,000
60600 · BANK FEES	314	250	1,640	1,750	3,000
60700 · BLDG & EQ MTCE/CLEANING		8		58	100
61000 · CENTER SUPPLIES	76	417	980	2,917	5,000
62000 · DEPRECIATION	3,533	4,167	24,813	29,167	50,000
62400 · DUES & CONFERENCE COST	76	208	1,284	1,458	2,500
62500 · FUND RAISING EXP	860	500	1,637	4,300	30,000
62700 · FURN-EQUIP REPAIR/UPGRADES		42		292	500
62800 · FURNITURE/EQUIPMENT PURCHASES		42		292	500
62900 · GIFTS	405	125	498	875	1,500
63000 · INSURANCE	2,742	3,167	19,393	22,167	38,000
63600 · MISCELLANEOUS	87	42	281	292	500
63700 · OFFICE SUPPLIES	214	833	6,323	5,833	10,000
63800 · OUTREACH EVENTS			188	8,000	8,000
64000 · PAYROLL EXPENSES	21,206	23,750	159,188	166,250	285,000
64400 · Payroll Support	27	104	861	729	1,250
64450 · PAYROLL TAXES	1,563	2,333	13,539	16,333	28,000
65000 · POSTAGE	600	375	2,384	2,625	4,500
65100 · PROFESSIONAL SERVICES	2,475		4,950	5,100	5,100
65200 · RENT	60	58	420	408	700
65250 · REPAIRS/MAINTENANCE		42		292	500
65300 · STAFF-VOL EXP	640	250	2,920	1,750	3,000
65350 · TAXES/LICENSES		13	84	88	150
65400 · TELEPHONE	249	342	2,039	2,392	4,100

Castle Rock Senior Center
Statement of Activities Budget Performance
 July 2020

	<u>Jul 20</u>	<u>Budget</u>	<u>Jan - Jul 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
66000 · VEHICLES - Fuel	469	1,250	3,366	8,750	15,000
67000 · VEHICLES-Maintenance	2,099	1,250	4,290	8,750	15,000
67500 · VOLUNTEER APPRECIATION			532	4,000	4,000
67700 · WEB SITE/SOCIAL MEDIA		8	1,303	58	100
68000 · Restricted Grant/Fund Expense	3,031	2,000	15,587	14,000	25,000
69000 · In-Kind Expense	7,000	7,000	49,000	49,000	84,000
Total Expense	<u>51,250</u>	<u>51,742</u>	<u>350,257</u>	<u>386,592</u>	<u>680,000</u>
Net Ordinary Income	40,889	-3,275	109,876	29,575	24,000
Other Income/Expense					
Other Expense					
75000 · Transfer to Reserves	2,000	2,000	14,000	14,000	24,000
Total Other Expense	<u>2,000</u>	<u>2,000</u>	<u>14,000</u>	<u>14,000</u>	<u>24,000</u>
Net Other Income	<u>-2,000</u>	<u>-2,000</u>	<u>-14,000</u>	<u>-14,000</u>	<u>-24,000</u>
Net Income	<u><u>38,889</u></u>	<u><u>-5,275</u></u>	<u><u>95,876</u></u>	<u><u>15,575</u></u>	

Executive Vice President Report

August, 2020

Fundraising/Community Outreach Events:

Senior Life Expo – April 16, 2020 –

Cancelled

Loving the Second Half Fund Challenge –

Runs July 1st – September 30th. Donation of \$7000 this year, with a potential opportunity match of \$14,000. Will be advertised in Emma, on Website, Newsletter and Social Media.

Golf Tournament – September 2nd, 2020

Looking forward to a great tournament! Currently 74 players and 13 sponsors.

Craft Show - November 7th, 2020 –

Cancelled

We are planning to do a silent auction and wreath auction online. Many requested donation items are already beginning to come in. We would also like to have a mini spring event with Books, Crafts, Grandma's Attic, and member vendors, here at the Center, if feasible.

On-Going Fundraising Efforts:

King Soopers – Check 1st quarter 2020 – 91 households (up from 79) **Amount to CRSAC \$820.42**

AmazonSmiles Pending 1st Quarter **Amount to CRSAC \$28.47**

*There will be a story on amazon smiles in Castle Pines Connection, likely in Sept, about how it assists organizations.

Burger King: Check received for 1st Quarter 2020 **Amount to CRSAC \$43.22**

2020 Dining to Donate Schedule

- January 15th – Outback \$ Not received
- February 26th – Guadalajara \$ 200.00
- March 25th – Applebees CANCELLED
- April 22nd – Duke's Steakhouse CANCELLED
- May 27th – Pegasus CANCELLED
- June 24th – Angies CANCELLED
- July 22nd – Carlos Miguels CANCELLED

Total \$200.00

**We are looking at a safe time to begin a pick-up Dining to Donate option, possibly in October. Carlos Miguels is very excited about supporting us in this option when it is time.

Meadows Car Wash: 65 Sold to date. Another 100 are ordered.

2020:

Senior Life Expo – April 16th – CANCELLED

Loving the Second Half Fund Challenge – July 1st – September 30th

Golf Tournament – September 2nd – Arrowhead Golf Course, Roxborough, CO – Reserved & contracts signed

Shopping Extravaganza – October 3 and 4. - Castle Rocks Outlets

Craft Show Extraordinaire – Cancelled

2021:

Senior Life Expo - Thursday, April 15th

Golf Tournament – September 9nd – Bear Dance - Larkspur, CO – Reserved & contracts signed

Craft Show Extraordinaire – Saturday, November 6th, 2021

Respectfully submitted, Bob Halvorson

Membership-July 2020

*As of July 31 2020: 936 members
6 New Members

*Expired Memberships that have not renewed for month of July: 26

Previous members want to wait until the Center reopens before renewing

- # of Members Per Age groups:

<u>Under 50</u>	<u>50-64</u>	<u>65-69</u>	<u>70-74</u>	<u>75-79</u>	<u>80+</u>	<u>Lifetime</u>
0	68	154	227	226	246	15
4 Assoc	5 Assoc	1 Assoc	1 Assoc			

- There have been 6 new members between June and July
- As of July 23, 2020, Debbi reported that 7 Golf applicants requested their membership fees returned

Respectfully Submitted: Lynn Kroloff

Renewal Retention Report

Memberships expired in May

7/1/2020

Potential Renewals: 26

Renewals: 62% (16/26)

Nonrenewals: 19% (5/26)

*Undetermined: 19% (5/26) *Left Messages

Reason for nonrenewal (from ALL calls): 5

Health: 40% (2/5)

Moved: 20% (1/5)

Not now with COVID/ maybe after vaccine: 40% (2/5)

Follow-up calls to 10 left messages/no answers on first calls:

Yes: 50% (5/10)

Left Message: 50% (5/10)

*Almost all of the members who said YES they will renew do not want to renew until we reopen. I told them all they could give me a credit card over the phone or send in a check. Some said they will mail in a check, most said they will pay as soon as we reopen.

Immediate Past President's Report

August 21, 2020

- Voting: I am contacting our election volunteers to ensure they have the date on their calendar.
- Not much else going on in my area, I try to support the staff with Grocery shopping for seniors and Reassurance calls.

Respectfully submitted,

Doris Rollins

Executive Director's Report

August 21st, 2020

Grants and Funding Info –

Recently Awarded:

- Phillip S Miller Foundation – Senior Services and COVID Relief - \$25,000 – Awarded 8-2-2020
- DRCOG – Additional Funds (July 1st to August 30th) - Approved 7-6-2020
 - Transportation - \$ 7400
 - Reassurance Calls - \$9000
 - Material Aid - \$4000
- Daniels Fund – General Operating/COVID Relief - \$40,000 – Awarded and Received 5-2-2020
- HST Funds – Vehicle Replacement – contract is sitting in CDOT's contracting office and is ready to go once they get us set up Douglas County in DocuSign

Pending

- DRCOG –(September 1st, 2020 to June 30th, 2021) Total Contract \$63,015 Submitted 8-12-2020
 - Transportation - \$ 32,760
 - Reassurance Calls - \$ 22,575
 - Material Aid - \$ 7,650

Center Info –

Staff – Starting August 3rd the staff is in the office from 7:30 – 4:00 our hours to the public are 8:30 to 4:00.

Artfest – I made the decision for us not participate in Artfest this year. This means we will not be providing the Artist bus shuttles or a hosting a non- profit booth. The Chamber completely understood that with our volunteer being the most vulnerable group that the virus is affecting.

Insurance - .I received an update from Philadelphia Insurance Company regarding the Participant Accident policy. All sports were removed except bowling, due to the COVID-19 outbreak. This resulted in a premium decrease of \$1,622.00. I have since updated that bowling has been cancelled so this might increase slightly.

Raffles - With the cancellation of the Craft Show and not participating in Attest I have cancelled the Raffles for the Echo Show and the Quilt. We had only sold 10 ticket to one member on the quilt and none on the Echo Shows. I did also speak with the donor of the quilt and she supports cancelling the raffle and hold it when we can make some money for the Center.

Supplies –The Touchless Antibacterial gel dispenser have arrived. The Town has also purchased additional supplies for us using the CARES funding they have receive. We received 4 non-contact thermometers, Portable Anti-Bacterial wipes for the vehicles, along with floor stickers with COVID related messages, and 2 electrostatic hand held disinfection guns. The electrostatic guns will be use to sanitize the vehicle in a much more efficient way, along with the Center's meeting rooms. We will continue to borrow the Clorox 360 machine once a week to do the office space, since that one is safe for our electronics.

Cloth Masks – Douglas County Emergency Service has Cloth Mask available for organization for no charge. We are going to split a case (500 masks) with Parker Senior Center so that we can have them on hand in the cars and center should someone arrive without one and we can offer them one.

Respectfully Submitted, Debbi Haynie – Executive Director

Grant Funding for CRSAC

Status Report for Grant Funding Applied/or in Place for 2020 +

New since last report	Year	Beginning Month	Ending Month	Grantor	Type of funding	Grant Term	Request Amount	Amount Awarded	Type of Payment	Grant Accepted/ Denied/ In Progress	Comments
	2020	Jan-20	Dec-20	Town of Castle Rock	Senior Services	1 yr	\$70,000.00	\$70,000.00	Quarterly	Approved 10-1-19	Contract signed 10-2-19
	2020	Jan-20	Dec-20	Town of Castle Rock	Transportation	1 yr	\$60,000.00	\$60,000.00	Quarterly	Approved 10-1-19	Contract signed 10-2-19
	2020	Jan-20	Jun-20	DRCOG -Additional Funds	Transportation	6m	\$5,200.00	\$5,200.00	Monthly Reimbursement	8/28/2019	Asking for little above the difference from original request .200 rides beginning in Jan 2020 to June 2020
	2019/20	Jul-19	Jun-20	DRCOG 19/20	Transportation	1 yr	\$78,000.00	\$46,880.00	Monthly Reimbursement	Contracted Signed	6 month allocation - 1390 rides & \$36,140 - Full Contract award \$72,280 & 2780 rides (Ask was for \$78,000 and 3000 rides) - Reallocation of Funds for COVID help - see next two allocation below
					Resurance Calls	2 mths	\$0.00	\$18,000.00	Monthly Reimbursement	Reallocated 3-25-2020	50 reassurance clients per week at 3 calls per week = 150 calls total @ \$15. = \$2,250 per week If we plan for 2 months (8 weeks from March 23rd to May 23 (ish)) that would be \$18,000
					Material Aid - Grocery Aid		\$0.00	\$7,400.00	Monthly Reimbursement	Reallocated 3-25-2020	15 clients @ \$500 per week = \$900 per week, again for 8 weeks = \$7,200
					Transportation	2 mths	\$20,400.00	\$7,400.00	Monthly Reimbursement	Awarded 7-1-2020	289 rides for 2 months
*	2020	July	Aug	DRCOG 2020-Additional Funds	Resurance Calls	2 mths	\$0.00	\$9,000.00	Monthly Reimbursement	Awarded 7-1-2020	600 calls - 3 a week for 25 clients fro 2 months
					Material Aid - Grocery Aid	2 mths	\$0.00	\$4,000.00	Monthly Reimbursement	Awarded 7-1-2020	16 clients @ \$120 a month for 2 months
					Transportation	10 mth	\$32,760.00		Monthly Reimbursement	Resubmitted 8-14-2020	1260 rides for 10 months
	2020/2021	Sep-20	Jun-21	DRCOG 20/21	Material Aid - Grocery Aid	10 mths	\$22,575.00		Monthly Reimbursement	Resubmitted 8-14-2020	16 clients @ \$120 a month for 4 months Sept - Dec.
					Resurance Calls	10 mths	\$7,680.00		Monthly Reimbursement	Resubmitted 8-14-2020	1505 Calls - Sept - Nov - 2 calls a week for 35 clients \$13,650 and then Dec - March 1 call a week for 35 clients \$8925
	2020	Jan-20	Dec-20	DRCOG - HST Fund	Transportation	1 Yr	\$13,000.00	\$13,000.00	Monthly Reimbursement	Contracted Signed	Approved - Contract signed 4/3/2020
	2020	Jan-20	Dec-20	DRCOG - TIPS Fund Capital Expense	Vehicle Purchase		\$54,000.00	\$48,000.00	One Time	Approved 10-16-19	Approved - Contract pending program - This would be for a Wheelchair Mini Van- 8/0/20 Match
	2020	Jan-20	Dec-20	FTA - 5310	Transportation	1 Yr	\$67,080.00	\$70,000.00	Monthly Reimbursement	Approved 10-16-19	2-13-20 Contract Signed and Approved - Can back bill to Jan 7th, 2020
	2020			105 West Brewing	Senior Services & Transportation	1 Yr	\$0.00		One Time	Submitted 13-19	Charity of the month - Donation
	2020	Jan-19	Dec-19	Volunteers of America	Nutrition Services/Senior Services	1 Yr	\$15,000.00	\$15,000.00	Monthly Reimbursement	Approved 24-19	\$3000 Increase from 2019 Approved
	2019/20	Nov-19		Douglas County Community Foundation - Heart and Hands Grant	Transportation/ Nutrition	1 Yr	\$5,000.00	\$1,500.00	One Time	Approved 17-19	This is the first year of the grant and they had a large response of nonprofits apply for the grant monies. They handed more grants out with smaller amount.

Year	Beginning Month	Ending Month	Grantor	Type of funding	Grant Term	Request Amount	Amount Awarded	Type of Payment	Grant Accepted/ Denied/ In Progress	Comments
2019/2020			Colorado Garden Foundation	Garden	1 yr	\$1,800.00	\$1,800.00	One Time	Approved 12-19	LOI submitted 8/28/19 - 9-12-19 Grant approved w/ funding will be in February of 2020. Application required.
2020			Lillis Foundation	Scholarship and Active Minds	1 yr	\$12,000.00	\$12,000.00	One Time	Approved 9-24-2019	
2020			JCAF Foundation	Wellness programs - Senior Artz, Drama & Tai Chi	1 yr	\$5,000.00	\$5,000.00	One Time	Received 10-19	
2020			E-470 Safety Foundation	Transportation	1yr	\$2,500.00	\$2,500.00	One Time	Received 5-2020	
2020	Jan-20	Dec-20	Douglas County Senior Foundations	General Operating	1 yr	\$6,000.00	\$4,000.00	One Time	Received 12-19	3-23 Ask to change scope of Grant to General Operating. Approved on 3-26-2020
2020			Castle Rock Rotary Club	General Operating	1 yr	\$5,000.00	\$2,500.00	One Time	Received 12-9 19	3-23 Ask to change scope of Grant to General Operating. Approved on 3-26-2020
* 2020			Daniel Fund	Wellness Programs/General Operations	1 yr	\$25,000.00	\$40,000.00	One Time	Received 8-1-2020	
2020			Independent Bank	General Operating	1 yr	\$10,000.00	\$0.00	One Time	Not Selected for 2020	LOI submitted 11/20/19. On 2-1-20 approval to submit formal grant. Submits 2/17/2020 - On March 18 Was given the opportunity to change the scope of grant due to COVID. Resubmitted with General Operation Scope on 3/23/2020 Not select this year due to large amount of charities applying.
* 2020			Douglas County - Miller Fund	General Operating	1 yr	\$25,000.00	\$25,000.00	One Time	Awarded 8-2-20	
2020			Yes Grant - ENT Credit Union	Volunteer Services	1 yr	\$5,000.00	\$0.00	One Time	Submitted 12-20	They had a large response of nonprofits apply for the grant monies.
2020			Sam's Club #4853	Senior Services	1 yr	\$2,500.00	\$2,000.00	One Time	Awarded 27-2020	Additional information sent to support request on 4-13-2020
2020			Walmart #984	Senior Services	1 yr	\$1,000.00	\$500.00	One Time	Awarded 10-2020	Additional information requested on 4-13-2020 by Store Manager
2020			Applewood Community Grant	Senior Services	1 Year	\$1,000.00		One Time	Submitted Monthly	
2020			Colorado COVID Relief Fund	General Operating		\$25,000.00	\$25,000.00	One Time	Awarded 5-13-2020	Funds received 5-15-2020
2020			NextFifty Initiative	General Operating		\$25,000.00	\$25,000.00	One Time	Awarded 23-2020	Covid Relief Fund
2020			El Pomar Foundation	General Operating		\$10,000.00	\$1,000.00	One Time	4/17/2020	Covid Relief Fund - Have to have a recommendation from a Health Dept or BOD of El Pomar to submit. I have a contact with TCHD and they are writing us a recommendation to apply Submitted 4/15/20
2020			Douglas County Community Foundation - COVID relief	General Operating		\$3,000.00	\$3,000.00	One Time	Resubmitted 19-2020	
						\$615,495.00	\$524,680.00			

Status Report for Grant Funding Applied/or in Place for 2021 +

New since last report	Year	Beginning Month	Ending Month	Grantor	Type of funding	Grant Term	Request Amount	Amount Awarded	Type of Payment	Grant Accepted/ Denied/ In Progress	Comments
	2021	Jan-21	Dec-21	Town of Castle Rock	Senior Services	1 yr	\$70,000.00		Quarterly		

2021	Jan-20	Dec-20	Town of Castle Rock	Transportation	1 yr	4,000.00	Quarterly		
2021-2023			DRCOG	Transportation	1 yr	\$80,460.00	Monthly Reimbursement	LOI Submitted 3-30-20	2980 rides @ \$27.00
2021-2023			DRCOG - HST	Transportation	18 month	\$20,250.00	Monthly Reimbursement	LOI Submitted 3-30-20	500 rides @ \$27.00
2021-2023			FTA - 5310	Transportation	18 month	\$109,350.00	Monthly Reimbursement	LOI Submitted 3-30-20	2700 rides @ \$27.00
				Transportation	10 mth	\$32,760.00	Monthly Reimbursement	Resubmitted 6-14	1260 rides for 10 months
				Material Aid - Grocery Aid	10 mths	\$22,575.00	Monthly Reimbursement	Resubmitted 6-14	16 clients @ \$120 a month for 4 months
* 2020/2021	Sep-20	Jun-21	DRCOG 20/21	Resurance Calls	10 mths	\$7,680.00	Monthly Reimbursement	Resubmitted 6-14	1505 Calls - Sept - Nov - 2 calls a week for 35 clients \$13,650 and then Dec - March 1 call a week for 35 clients \$8925
						\$403,075.00			



**CASTLE ROCK
SENIOR ACTIVITY CENTER**

"Loving Life in the Second Half"

August 2020 Board of Directors Meeting

2020 ACTIVITY REPORT

June & July HIGHLIGHTS

- June & July were both pivotal in navigating activities in the COVID age. We had a surge of seniors learning the Zoom platform and adapting to online and take-home activities.
- Painting With a Twist was popular once again. 18 people ordered paint kits for Father's Day Weekend. The feedback suggests that we stick with some sort of at-home art project, for those who don't like to come to class in a group setting. The July Take Home Art Kits were from a boutique in Brighton, and were also a success. 17 people ordered wooden mosaic kits and paint by numbers. We were happy with the quality of these projects.
- Virtual Bingo numbers remained steady. We will be hosting Parking Lot Bingo in August.
- Active Minds brings in the crowds. There were 35 participants in June, and 42 in July (although not all were Senior Center members as these are publicized to the general public).
- Deb & Mark Santy presented a "Breakfast Tamales" cooking class via Zoom to an audience of 21, and would love to host another in the future. A recording of this class is now up on the Center's website for everyone to enjoy.
- Perhaps the most well attended event was the drive-through Italian Ice party on 7/8 with 81 people.
- Barbara The Harpist gave a beautiful therapeutic presentation on 7/29. We would love to have her present at the Center once we open to in-person activities.
- VNA Foot Clinic has now resumed in person well.

PARTICIPATION STATISTICS

	Participants		
	#July	#June	#May
Off-Site Activities	0	0	0
On-Site Activities (including VOA lunch)	0	0	0
Health & Wellness Activities	33	29	0
Sports	0	0	0
Virtual/At-Home Activities	252	153	118

COVID-19 VIRUS Center Closed to in-person activities for the months of June & July.

UPCOMING ACTIVITIES

More presentations and take-home kits are available as things are taking longer to open. We will have another art kit available in August, which is Mandala Rock Painting Kits. Papa Murphy's has been a great support to the Center, and has offered the seniors take and bake pizzas for only \$5. The seniors can pick them up from us, without the worry of being exposed. Lora Thomas, former Douglas County Coroner, and retired Denver Police Lt. Jon Priest will be presenting a special "Virtual Cold Cases & Cocktails" Zoom on 8/17. The staff will be out in force again on 8/25 handing out Italian Ices with another drive-through party.

The Covid-19 crisis has presented many challenges, but the Staff and volunteers are managing to provide a safety net, companionship and essentials to the seniors in our community.

-Submitted by Patty Hasty, Activity Chairperson
& Shannon Rutt, Activities Coordinator

SPORTS REPORT
August 21, 2020
By Cynthia Timmons

As noted in previous minutes both golf and softball have been cancelled for 2020. Below are the refunds requested for golf and softball.

In addition, the start of the 2020 bowling season has been postponed until at least Jan 1, 2021, at which time the Center will re-evaluate. Main factors to be reviewed in January are 1) is the Center open yet? And 2) is the bowling alley opening prior to 2 pm so rides for bowlers can be arranged?

Refunds:

Golf:

18 Hole – Total players - 64

12 requested League fees refunded

4 requested Membership refunded

9 Hole – Total Players – 36

8 requested League fees refunded

2 requested Memberships refunded

Sub list -23 Total Players

4 requested League fees refunded

1 requested Membership refunded

Softball –

Rockers - 11 paid players

5 requested league fees refunded

Rockies – 6 paid players

4 requested league fees refunded

Rocks - 9 paid Players

3 requested league fees refunded

Thanks, Cynthia

PS: I'd like to discuss a potential year long series of speakers on wellness. One topic per month to include things like:

The wellness triangle of cardio, strength, and flexibility.

A focus on cardio

A focus on strength

A focus on flexibility

Eating for health

The benefits of meditation

The importance of social connections

Etc.

Not really sports so perhaps not my purview?

**CRCAS TRANSPORTATION REPORT
AUGUST 2020
(July)**

VEHICLE MILEAGE & PASSGNER REPORT

<u>Vehicle</u>	<u>Miles</u>
<u>Shuttles</u>	
Cars	651
Vans	2560
MV1	548
Total Shuttle Miles	3759
<u>Activities/Events</u>	
Buses	- 0 -
Vans	- 0 -
Total Act/Events	

Total miles for both programs: 3759

Bus rides: Vehicles: - 0 - Total Rides: 370

VEHICLE MAINTENANCE COSTS

Cars	\$ 252	Windshield
Van V8	\$1385	\$Tires \$1098/ Reg \$81/ Bumper Fix \$180/ Oil Service \$26
Van V7	\$ 306	\$280 2 Frt Tires/ \$26 Oil Service
MV1	\$ 385	Left Turn/Stop light assembly
Buses	\$ - 0 -	
Total Costs	\$2328	

EXPENSES FROM PROFIT/LOSS STATEMENT

	<u>Miles</u>	<u>%</u>	<u>Expenses</u>
Car Shuttles	651	17	\$ 55
Van Shuttles	2560	68	\$317
MV1 Shuttles	548	15	\$ 97
Bus Act/Events	- 0 -		
Van Act/Events	- 0 -		
Total miles	3759	100	\$469

MONTHLY VEHICLE MILEAGE COSTS

<u>Vehicles</u>	<u>Fuel</u>	<u>Miles</u>	<u>Expenses</u>	<u>Costs per Mile</u>
Cars	23	651	\$ 55	\$.08
Vans	130	2560	\$317	\$.12
MV1	39	548	\$ 97	\$.18
Buses		0		
Totals		3759	\$469	

VEHICLE DONATIONS

None

Respectively submitted,

/s/ Jon Hendricks
Transportation Chair