CASTLE ROCK SENIOR ACTIVITY CENTER
BOARD OF DIRECTORS
Meeting Agenda
October 20, 2022
1:00 pm

Call to Order

Record Proxy

Reports:

Secretary – Sherry Fogleman
- *Approve September 22, 2022 Board Meeting Minutes*

Treasurer – Steve Lockwood – *Report/Approve*
- *Financial Report*
- *Budget Approval*

President – Phyllis Tumey
Interim Executive Vice President – Jon Hendricks
Membership/Outreach Vice President – Lynn Kroloff
Immediate Past President – Vacant
Executive Director – Debbi Haynie

Standing Committees' Reports:

Activities – Patty Hasty
Liaison to Community – Vacant
Sports – Cynthia Timmons
Transportation – Ed Mattix
Legal – Wendy Monteith

Old Business

- *Fee Structure – Debbi/Shannon*

New Business

- *Honorary and Lifetime Membership – Phyllis/Debbi*
- *Credit Card Surcharge – Debbi /Wendy*
- *Community Liaison from CR town council – Debbi /Steve*

Member Comments

Adjournment

The next meeting will be the **Annual Meeting** and is scheduled for **Thursday, November 17, 2022 @ 1:00 pm at the Center.**

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of Board of Directors Meeting
September 22, 2022
1:00 pm

Executive Board Members
Phyllis Tumey, President
Jon Hendricks, Interim Executive Vice President
Lynn Kroloff, Vice President of Membership and Outreach
Steve Lockwood, Treasurer
Sherry Fogleman, Secretary
Vacant, Immediate Past President

Committee Chair Members
Patty Hasty, Activities Committee Chairman
Vacant, Liaison to Community
Cynthia Timmons, Sports Chairman
Ed Mattix, Transportation Committee

Staff Members Present
Debbi Haynie, Executive Director

Legal Advisor
Wendy Monteith

Guests
Cory Moore

CALL TO ORDER
The Board meeting was called to order at 1:01 pm by Phyllis Tumey. Phyllis welcomed Cory Moore as a guest to the meeting. She asked each board member to introduce themselves to Cory. Cory explained that she is interested in learning more about the Center and the Board.

SECRETARY'S REPORT
The minutes of the August 25, 2022 Board meeting were approved by consensus.

TREASURER'S REPORT
Steve reviewed the August budget report, noting that activities are up, and the depreciation numbers are higher than expected. The fundraising numbers are also

high. Expenses are high as expected due to the payroll increases the board approved. Steve noted that we need to be cautious on spending through the end of the year.

> A motion was made by Lynn, seconded by Jon, and unanimously passed by the board to approve the August budget report as presented.

Reserves and Investments
Steve reported the following regarding our reserves and investments.

Foundation Investments
1/1/2022 - $535,956
9/22/2022 - $444,296
Today we are down 17.29%. This is a lot, although we did increase about 30% over the past 2 ½ years. That increase is helping to preserve our funds.

Senior Center Reserve Funds
1/1/2022 - $296,069
9/22/2022 - $287,023
Today we are down 17.29%. This, too, is a lot, although we did increase about 45% over the past 3 years. That increase is helping to preserve our funds.

The coming year, and likely 2 years, the markets will continue to seesaw. The FED is tightening monetary policy by raising interest rates, which is supposed to reduce the supply of money in the marketplace. This is the only course of action they have to fight inflation, however, at the same time Congress continues to pump more money into the economy, which is contradictory to the FEDs actions. Consequently, inflation will be around much longer than we might like.

PRESIDENT'S REPORT
Phyllis thanked those members on the Benefits Committee for all their hard work to come up with a new benefits program for staff. Each staff member is eligible to receive up to $6,000 per calendar year to participate in the new QSEHRA benefits program.

Phyllis also informed the board that since there were no other candidates running for the positions of Executive Vice President of Fundraising or Secretary of the Board no election is necessary and those serving are deemed elected.

The board approved Jon Hendricks continuing as the EVP and Sherry Fogleman continuing in the Secretary position on the board.

INTERIM EXECUTIVE VICE PRESIDENT REPORT
Jon continues to work on new restaurants for the Dining to Donate list. He says that we need a few more for next year.

Jon reported that 1/2 of the cost of the signage for our vehicles for the Meadows Car Wash will be paid by Meadows Car Wash. The new decals will be replaced by the creator at the Center's location.

Jon said the gold tournament was a great success. Total profit to date is $14,544.

He reminded the board that the CRSC Craft Fair is scheduled for November 5th. Currently all vendor spaces are reserved, and we have a waiting list should some drop out.

Jon feels our program with Amazon is not touching enough people. It was suggested that more advertising be done on this program and a new meeting should be scheduled to help members understand and sign up for both the Amazon and the King Soopers programs.

MEMBERSHIP AND OUTREACH VICE PRESIDENT REPORT

Lynn reported that membership continues to grow, and we currently have 1,110 members. In August there were 37 new members signed up and at the Center's last Newcomer Orientation there were 16 in attendance.

She noted that Maria will be making the first monthly retention calls and Lynn will make the second call each month.

The committee members were also on hand at the Center's booth at Artfest.

IMMEDIATE PAST PRESIDENT REPORT

This position is currently vacant.

EXECUTIVE DIRECTOR REPORT

Debbi announced a new staff member has been hired for the Front Desk Coordinator position. Her name is Sheila Frantz and she has started today!

Debbi provided an update on the grants and funding spreadsheet. She announced a new Scholarship amount of $2,500 that was awarded on September 9th by the El Pomar Foundation from Colorado Springs.

Debbi announced that the Center's cell phones, and the office phones will now show Castle Rock Senior Center on Caller Id's. This will help our members identify that the Center is calling them.

Debbi proposed creating a part-time Activities/Graphic Designer /Social Media Assistant for 2023. The position would be 20-25 hours a week at a pay of $22-26 per hour. This

discussion was tabled until the next full board meeting where we will vote on this proposal.

Loving Life Challenge – This program has gone extremely well this year. During our meeting it was announced that the profit figure is up to $21,983 with 156 members donating!

Regarding the Rec Center Partnership, Debbi informed the board that the Park and Rec Department has the money necessary for the Town's part of the partnership with ACME Brick to build a new recreational center.

COMMITTEE REPORTS

Activities –
Patty reported that the Activities area is going very well. She also noted that they continue to improve the new Signup Procedures.

She reviewed some of the trips and activities that are happening in September as well as some upcoming events.

Patty, Debbi, Shannon and Maria will be attending an AAPS (Active Adult Programming Services) conference in October at the new Northglenn Adult Activities Center. The focus will be on volunteers.

Community Liaison –
This position is currently vacant.

Sports –
Golf – The final day of golf with includes the awards luncheon is September 17.

Softball – The season is over. The Rocks won in Division. The Rockers won Division and Tournament!

Bowling – Bowling started September 12. There are 25 registered. There were several issues the first day, so the following has been instituted. Actual bowling will start at 11 am instead of noon and the group will be assigned to a team that will bowl together but against another team each week. The bus will leave the Center for the Bowling Alley at 10:30 am.

Bocce Ball – An informational meeting was held on September 16th. Sessions will be split into 2 – one held on Tuesday afternoon and one on Friday afternoon, both 1-3 pm. Session 1 starts October 2.

Pickle Ball – Still being researched.

Transportation – Ed reported the program is going strong. Maintenance costs were down for August but are expected to be higher in September.

The September 19th drivers meeting went very well. A speaker from the Adult Protective Services provided a presentation to the group. The second drivers meeting this month is scheduled for September 29th.

LEGAL ADVISOR
Wendy had nothing to report at this meeting.

OLD BUSINESS
Colorado Nonprofit Association Training – The board discussed reviving this program for the board members continuing education. Phyllis asked the board to review the catalog and let her or Debbi know what they would like to take.

Craft Show – Debbi circulated a sign-up `sheet asking board members to sign up for an hour to cover the CRSAC's booth in the Community Corner at the Craft Show on November 5.

NEW BUSINESS
New Staff Person – see above under Executive Director's report.

OTHER
Phyllis again asked the board to review their individual job descriptions and bring any changes or suggestions to the October board meeting for discussion.

The October board meeting is scheduled for Thursday, October 20, 2022 at 1:00 pm at the Center.

ADJOURNMENT
There being no further business brought before the Board, the meeting was adjourned at 2:50 pm.

Respectively submitted:

Sherry Fogleman, Secretary

Phyllis Tumey, President

CASTLE ROCK SENIOR ACTIVITIES CENTER
Minutes of The Board of Directors Meeting
September 22, 2022

Motions/Decisions Page

The minutes of the August 25, 2022 Board meeting were approved by consensus.

A motion was made by Lynn, seconded by Jon and unanimously passed by the board to approve the August budget report as presented.

Castle Rock Senior Center
Statement of Activities
September 2022

	Sep 22	Budget	Jan - Sep 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
40000 · 01-ACTIVITY INCOME	8,172	5,500	68,501	45,000	60,000
40050 · 02-MEMBERSHIP	693	1,500	36,324	38,100	40,000
40100 · 03-SHUTTLE CONTRIBUTIONS	1,308	1,300	6,318	10,500	13,000
40200 · 06-CASTLE ROCK SERVICE CONTRACT	10,833	10,833	97,500	97,500	130,000
40300 · 07-Douglas County Grants	46,157	12,500	209,053	112,500	150,000
40400 · 08-GRANTS	6,864	6,000	75,417	62,000	80,000
40500 · 09-OUTREACH EVENTS		2,000	13,075	14,000	14,000
40600 · 12-TRANSPORTATION - DONATIONS		100	1,171	751	1,000
40700 · 15-FUND RAISING INC.	10,288	9,000	90,683	82,000	115,000
42800 · 05-MISC	76	170	976	1,510	2,000
43200 · INTEREST & DIV SAVINGS	582	100	5,968	680	3,000
43400 · Insurance Reimbursement			1,389		
44000 · Restricted Grant/Fund Income	1,390	2,000	17,156	21,000	25,000
45000 · In-Kind Income	6,824	6,824	61,415	61,415	81,887
Total Income	93,188	57,827	684,948	546,956	714,887
Expense					
60300 · ACTIVITIES EXPENSE	19,176	2,000	45,959	27,500	32,000
60500 · ADVERTISING EXPENSE	192	500	6,527	4,500	6,000
60600 · BANK FEES	356	250	3,901	2,250	3,000
60700 · BLDG & EQ MTCE/CLEANING				50	100
61000 · CENTER SUPPLIES	437	500	1,880	4,500	6,000
61400 · CONTRACT ADMINISTRATIVE HELP			2,864		
62000 · DEPRECIATION	3,360	3,167	36,230	28,500	38,000
62400 · Dues, Conferences	327	200	2,537	1,500	2,500
62500 · FUND RAISING EXP	1,713	4,000	23,799	17,000	24,000
62700 · FURN-EQUIP REPAIR/UPGRADES		50		300	500
62800 · FURNITURE/EQUIPMENT PURCHASES				100	200
62900 · GIFTS	15	250	215	750	1,000
63000 · INSURANCE	3,243	2,750	25,482	24,750	33,000
63600 · MISCELLANEOUS	159	95	311	405	500
63700 · OFFICE SUPPLIES	1,300	800	8,486	6,200	8,000
63800 · OUTREACH EVENTS	88		8,995	7,750	8,000
64000 · PAYROLL EXPENSES	36,000	33,923	259,017	226,154	294,000
64400 · Payroll Support Services	48	100	1,047	1,150	1,300
64450 · PAYROLL TAXES	2,790	2,500	22,145	19,000	25,000
65000 · POSTAGE			2,176	2,900	5,000
65100 · PROFESSIONAL SERVICES		550	5,925	10,050	11,700
65110 · Accounting	1,620	1,600	14,113	12,550	17,000
65200 · RENT	65	58	682	526	700
65250 · REPAIRS/MAINTENANCE	233		2,440	150	150
65300 · STAFF-VOL EXP	965	200	4,698	1,950	2,700
65350 · TAXES/LICENSES			55	120	150
65400 · TELEPHONE	533	283	2,909	2,550	3,400
66000 · VEHICLES - Fuel	1,553	1,500	12,432	12,200	15,000
67000 · VEHICLES-Maintenance	2,484	1,000	16,436	9,400	12,000
67500 · VOLUNTEER APPRECIATION	10		3,117	4,500	4,500
67700 · WEB SITE/SOCIAL MEDIA		50	588	450	600
68000 · Restricted Grant/Fund Expense	2,514	2,200	26,454	18,900	25,000
69000 · In-Kind Expense	6,824	6,824	61,415	61,415	81,887
Total Expense	86,002	65,350	602,836	510,020	662,887
Net Ordinary Income	7,186	-7,523	82,112	36,936	52,000
Other Income/Expense					
Other Expense					
75000 · Transfer to Reserves	4,333	4,333	39,000	39,000	52,000
Total Other Expense	4,333	4,333	39,000	39,000	52,000
Net Other Income	-4,333	-4,333	-39,000	-39,000	-52,000
Net Income	**2,853**	**-11,856**	**43,112**	**-2,064**	

Castle Rock Senior Center
Statement of Activities Prev Year Comparison
September 2022

	Sep 22	Sep 21	$ Change
Ordinary Income/Expense			
Income			
40000 · 01-ACTIVITY INCOME	8,172	3,773	4,399
40050 · 02-MEMBERSHIP	693	162	531
40100 · 03-SHUTTLE CONTRIBUTIONS	1,308	580	727
40200 · 06-CASTLE ROCK SERVICE CONTRACT	10,833	10,833	
40300 · 07-Douglas County Grants	46,157	12,806	33,351
40400 · 08-GRANTS	6,864	1,250	5,614
40700 · 15-FUND RAISING INC.	10,288	15,614	-5,326
42800 · 05-MISC	76	52	24
43200 · INTEREST & DIV SAVINGS	582	530	52
44000 · Restricted Grant/Fund Income	1,390	220	1,170
45000 · In-Kind Income	6,824	7,000	-176
Total Income	93,188	52,822	40,366
Expense			
60300 · ACTIVITIES EXPENSE	19,176	4,083	15,093
60500 · ADVERTISING EXPENSE	192	722	-530
60600 · BANK FEES	356	91	265
61000 · CENTER SUPPLIES	437	75	362
61400 · CONTRACT ADMINISTRATIVE HELP		1,050	-1,050
62000 · DEPRECIATION	3,360	4,199	-839
62400 · Dues, Conferences	327	207	120
62500 · FUND RAISING EXP	1,713	18,853	-17,141
62900 · GIFTS	15	100	-85
63000 · INSURANCE	3,243	2,442	801
63600 · MISCELLANEOUS	159		159
63700 · OFFICE SUPPLIES	1,300	711	589
63800 · OUTREACH EVENTS	88		88
64000 · PAYROLL EXPENSES	36,000	21,302	14,698
64400 · Payroll Support Services	48	46	2
64450 · PAYROLL TAXES	2,790	1,738	1,052
65110 · Accounting	1,620	1,463	158
65200 · RENT	65	65	
65250 · REPAIRS/MAINTENANCE	233	144	89
65300 · STAFF-VOL EXP	965	438	526
65350 · TAXES/LICENSES		20	-20
65400 · TELEPHONE	533	239	293
66000 · VEHICLES - Fuel	1,553	1,016	537
67000 · VEHICLES-Maintenance	2,484	566	1,918
67500 · VOLUNTEER APPRECIATION	10		10
68000 · Restricted Grant/Fund Expense	2,514	6,856	-4,342
69000 · In-Kind Expense	6,824	7,000	-176
Total Expense	86,002	73,426	12,576
Net Ordinary Income	7,186	-20,605	27,790
Other Income/Expense			
Other Expense			
75000 · Transfer to Reserves	4,333	4,167	167
75200 · COVID-19 Wages			
Total Other Expense	4,333	4,167	167
Net Other Income	-4,333	-4,167	-167
Net Income	**2,853**	**-24,771**	**27,624**

CASTLE ROCK SENIOR ACTIVITY CENTER

2023 Budget - Proposed

(Updated 10/5/2022)

		2022 Budget	2023 Budget
Income	Activity Income	$60,000	$90,000
	Membership	$40,000	$43,000
	Shuttle Donations	$13,000	$10,000
	Castle Rock Service Contract	$130,000	$150,000
	Douglas County Grants	$150,000	$235,000
	Grants	$80,000	$98,000
	Outreach Events	$14,000	$15,000
	Transportation - Donations	$1,000	$1,000
	Fund Raising Inc.	$115,000	$125,000
	Misc	$2,000	$5,000
	Interest & Div Savings	$3,000	$8,000
	Insurance Reimbursement		
	Restricted Fund Income/Grants	$25,000	$30,000
	In-Kind Income	$81,887	$81,887
Total Income		**$714,887**	**$891,887**
Expenses			
	Activities Expense	$32,000	$36,000
	Advertising/ Marketing Expense	$6,000	$6,000
	Bank Fees	$3,000	$3,000
	Bldg & Eq Mtce/Cleaning	$100	$100
	Center Supplies	$6,000	$6,000
	Contract Admintistrative Help		$5,000
	Depreciation	$38,000	$25,400
	Dues & Conference Cost	$2,500	$2,500
	Fund Raising Exp	$24,000	$24,000
	Furn-Equip Repair/Upgrades	$500	$500
	Furniture/Equipment Purchases	$200	$200
	Gifts	$1,000	$1,000
	Insurance	$33,000	$34,000
	Miscellaneous	$500	$400
	Office Supplies	$8,000	$10,000
	Outreach Events	$8,000	$8,000
	Payroll Expenses	$294,000	$455,000
	Payroll Support	$1,300	$4,000
	Payroll Taxes	$25,000	$34,000
	Postage	$5,000	$5,000
	Professional Services	$11,700	$11,700
	Accounting	$17,000	$20,000
	Rent	$700	$700
	Repairs/Maintenance	$150	$150
	Staff-Vol Trng	$2,700	$2,700
	Taxes/Licenses	$150	$150
	Telephone	$3,400	$3,400
	Vehicles - Fuel	$15,000	$17,000
	Vehicles - Maintenance	$12,000	$14,000
	Volunteer Appreciation	$4,500	$4,500
	Web Site & Social Media	$600	$600
	Restricted Fund Expense/Grant	$25,000	$25,000
	In-Kind Expense	$81,887	$81,887
Total Expenses		**$662,887**	**$841,887**
Transfers	Transfer to Restricted Reserve	$52,000	$50,000
Total Expenses and Transfers		**$714,887**	**$891,887**

Note: Includes expected Reserve contributions and expenses summary.

As of 10/18/2022

Executive Vice-President Report

October 2022

Fundraising / Community Outreach Events

ON-GOING

Dining To Donate

January 26th	**Duke's Steakhouse** *($100.51)*
February 23rd	**Los Santos Mexican Restaurant** *($200)*
March 1st	**Smart Cow Yogurt Bar / DESSERT DTD** *($10)*
March 22nd	**Smart Cow Yogurt Bar / DESSERT DTD** *($10)*
March 23rd	**The Old North End Restaurant** *($100)*
April 27th	**Duke's Steakhouse** *($175.00)*
May 25th	**Guadalajara's Mexican Restaurant** *($100)*
June 29th	**Applebee's Restaurant** *($103.00)*
July 27th	**The Old North End Restaurant** *($125)*
August 24th	**Hickory House**, *Parker ($150)*
September 28th	**Angie's Restaurant** *($) – Collection in Progress*
October 26th	**Duke's Steakhouse**
November 23rd	**Chili's Restaurant**
December 7th	**Black Eyed Pea Restaurant**
Total Profit To Date =	**$ 1,073.51**

* 2023 DTD Scheduling begins after Craft Show/January–June DTD will be scheduled at specific restaurants mid-late November 2022.

Meadows Car Wash = IN PROGRESS

Car Wash Ticket Sales (in CRSAC office)

1stQ (Jan-Mar) Tickets Sold	= 101
2ndQ (Apr-Jun) Tickets Sold	= 44 To Date
3rdQ (Jul-Sep) Tickets Sold	= 26 To Date
4th Q (Oct-Dec) Tickets Sold	= 0
Total Profit To Date = $497.00	= **171** Total Tickets Sold

* Meadows Car Wash window logos were installed on Wednesday, October 19th.

King Soopers = IN PROGRESS

1stQ (Jan-Mar) = $794.40 Income / 92 Households

2ndQ (Apr-Jun) = $747.57 Income / 94 Households

3rdQ (Jul-Sep) = $732.32 Income / 91 Households

4thQ (Oct-Dec) = $_____ Income / ____ Households

Total Profit To Date =$2,274.29 / 277 Households

Amazon Smiles = IN PROGRESS
(2021 – Quarter 4) = $ 113.29 Income
(2022 – Quarter 1) = $ 107.49 Income
(2022 – Quarter 2) = $ 115.47 Income
(2022 – Quarter 3) = $ _____ Income
Total Profit To Date = $ 336.25 Income

UPCOMING EVENTS/OTHER

30th Annual Craft Show Extraordinaire – Saturday, November 5th, 2022
Registration Open / Status as of 10/17/22
96 Vendors Registered & Paid - FULL
40 Early Set-Up
70 Corner Booths / 26 Interior Booths
18 Community Corner Tables – Registered & Paid
Total Income To Date = $20,525.00

Colorado Gives Day –Tuesday, December 6th, 2022
- Staff meeting monthly with Colorado Gives team for information and planning.

Respectfully submitted,
Jon Hendricks & Stacey Fahrenbruch

Membership-As of End of September 2022

*As of SEPTEMBER 30, 2022 1146 members

* New Members for month of September 44

*Expired Memberships that have not immediately renewed for September 2022: 16

Of Members Per Age groups:

Under 50	50-64	65-69	70-74	75-79	80+
1	81	166	278	260	291
2 Assoc	5 Assoc	0 Assoc	1 Assoc	0 Assoc	0 Assoc
		1 Lifetime	1 Lifetime	2 Lifetime	12 Lifetime

**80+ members have increased the most

1st Calls to those with expired memberships for September. 34 total calls were made

0-Deceased

15-Left Message

1-Maybe

1-Did not want to renew

15-Wanted to renew

2-Moved

2nd Calls to those who indicated they would renew as well as those that messages were left.

8-Left Message

20 out of 30-Renewed for 66.6% renewal rate

Respectfully Submitted: Lynn Kroloff

Executive Director's Report

October 20, 2022

Grants and Funding Info –

- Douglas County 2023-2025 Grants – Grant will be submitted 10-21-2021.
  2023/24 Transportation - $295,800 (8700 Trips)
  2023/2024 Connect and Care Calls – $54,000 (3600 calls)
- Denver Senior Coalition – JCAF $5000 – Activity support and Scholarship – Grant will be submitted by 10/31/22
- Phillip S Miller – Still Pending award from DCCF
- Douglas County Community Foundation - Mental Health/ Programs - $10,000 - Resubmitting Grant for 4th Quarter Award
- Additional Wheelchair Vehicle – DRCOG was scheduled to meet with CDOT this week. I hope to hear something in the next couple weeks on being able to place the order.

Center Info –

Charity Navigator Rating – I have been working on adding the additional information needed to receive an additional rating this website. We have just received a score of 100 for "Leadership and Adaptability". This score is an assessment of the organization's leadership capacity, strategic thinking and planning, and ability to innovate or respond to changes in constituent demands/needs or other relevant social and economic conditions to achieve the organizations' mission.
Our "Finance & Accountability" score is still 97, but I believe it will be raise to 100 once the y receive our 990's form the IRS. I have begun working on Culture & Community and hope to finish it by the end of the year and then will move on to Impact and Results first of the new year.

Part Time Media Support/Editor/Activities Coordination Support position – This position was approved by the Executive Board earlier this month. Shannon and I are looking forward to begin this candidate search in January.

Annual Meeting – *Correction* - The meeting will start at 1:00 pm on Thursday, November 17th, 2022.

Fundraising/Outreach –

"Loving Life Challenge - Fundraising Campaign - This campaign was extremely successful this year. Thank you helping get the message out to our members. 189 members donated in the amount of $23,492.00 (This does include the $7500).

Respectfully Submitted,

Debbi Haynie – Executive Director

Grant Funding for CRSAC

Status Report for Grant Funding Applied/or in Place for 2022

	2022	Jan-22	Dec-22	Town of Castle Rock	Senior Services	1 yr	$70,000.00	$70,000.00	Quarterly	**Contract signed 12/22/2021**	
	2022	Jan-22	Dec-22	Town of Castle Rock	Transportation	1 yr	$60,000.00	$60,000.00	Quarterly	**Contract signed 12/22/2021**	
	2021/2022	Jul-21	Jun-22	DRCOG - AAA 21/22	Transportation	12 mths	$154,000.00	$154,000.00	Monthly Reimbursment	**Approved**	5500 rides @$28.00 LOI Submitted Updated 11-1-20
					Resurrance Calls	12 mths	$49,500.00	$49,500.00	Monthly Reimbursment	**Approved**	275 call a month
	2022	Apr-22	Jun-22	DRCOG - AAA 21/22	Transportation - Additional Funds	3 mth	$6,190.00	$6,190.00	Monthly Reimbursment	**Contact pending**	271 additonal rides
	2022			DRCOG - HST	Transportation	1yr	$16,000.00	$0.00	Monthly Reimbursment	**Reallocated 1/10/2021**	500 rides @ $28.00 =$14,000 12/1/21 - Re alocated to 5310 funding
	2022	Jan-22	Jun-22	FTA - 5310	Transportation	6mth	$86,400.00	$55,459.00	Monthly Reimbursment	**Amendement Signed 2/10/22**	2700 rides @$28.00 = $ 75,600 12/1/21 Changed to a 6 month contract addendum and had HST funding realocated. 1789 trips @$31.00 - $55,428.00 -
	2022	Jan-22	Dec-22	Volunteers of America	Nutrition Services/Senior Services	1 yr	$15,000.00	$15,000.00	Monthly Reimbursment	**Approved**	
	2021/2022			Daniel Fund	General Operating	1yr	$30,000.00	$30,000.00	One Time	**Awarded 12-9-21**	
	2021-22			Lillis Foundation	Scholarship and Active Minds	1yr	$12,000.00	$12,000.00	one time	**Awarded 9-25-21**	
	2022		Sep-22	Town of Castle Rock CDBG Funding	Nutrition Services/Senior Services	6 mint	$25,000.00	$25,000.00	Monthly Reimbursment	**Approved & Signed 3-15-22**	
	2022/2023	Jul-22	Jun-23	Douglas County "Transit Super Call" Grant (AAA & DRCOG Funding)	Transportation	12 mths	$170,500.00	$170,500.00	Monthly Reimbursment	**Contracts Signed**	5,500 Rides ($31 per/)
				Douglas County 5310 Grant	Transporation	12 mths	$72,169.00	$72,169.00	Monthly Reimbursment	**Contracts Signed**	2,328 Rides ($31/ per)
				Douglas County 5310 ARPA	Transporation	12 mths	$27,031.00	$27,031.00	Monthly Reimbursment	**Contracts Signed**	872 Tides ($31 per/)
	2022	Jul-22	Jun-22	Douglas County- Grant (AAA & DRCOG Funding)	Reassurance Calls	12 mths	$49,900.00	$49,500.00	Monthly Reimbursment	**Contracts Signed**	3,300 Calls ($15 per/)
	2022			CDOT	Additonal Wheelchair Vehicle	1yr	$57,600.00	$57,600.00	80/20 Spilt	**Contracts Signed**	Increased amount due to bid of $72000 - 1-5-2022 80% - 57,600
	2022			E470 Safety Foundation	Transportation	1 yr	$2,500.00	$2,500.00	One Time	**Awarded 4-13-2022**	Debbi Writing
	2022			Sam's Club #4853	Senior Services	1 Yr	$5,000.00	$0.00	One Time	**Declined**	Will resubmit this fall - DH writing
	2022			Walmart #984	Senior Services	1 Yr	$5,000.00	$1,750.00	One Time	**Awarded 4-16-2022**	Debbi Writing
	2022			Castle Rock Rotary Club	Art and Cultural Programs	1 yr	$4,000.00	$4,000.00	One Time	**Awarded 3-30-2022**	
	2022			El Pomar Foundation	Art and Cultural Programs	1yr	$5,000.00	$2,500.00	One Time	**Awarded 9-9-2022**	Grant Board Meeting on August 19th. Grant award reciepents will be let know with in 3 weeks after this date. Assigned to Val 2-1-22

	2022			Next Fifty Initivative	General Operating/Infrastructure	1yr	$30,000.00	$30,000.00	One Time	Approved 7/20/22	Assigned to Val 2-1-22
	2022			PS Miller	General Operating/Infrastructure	1 yr	$25,000.00		One Time	Submitted 3-15-2022	Management iof Grant has been transferred to DCCF. Grants will be reviewed in October.
	2022			Independent Financial	General Operating/Infrastructure	1 yr	$10,000.00	$7,500.00	One Time	Awarded 6-1-2022	
	2022			Douglas County Community Foundation	Mental Health /Activities/Infrastruture	1	$10,000.00		One Time	Resubmitting for Qtr 4	We did not receive grant award for Qtr 3 , we will be resubmitting foe Qtr 4. Val is working on
	2022	Oct-22	Sep-22	Town of Castle Rock CDBG Funding	Nutrition Services/Senior Services	1 yr	$46,349.00	$46,349.00	Monthly Reimbursment	Approved 9-6-2022	Assigned to Debbi
							$1,044,139.00	**$948,548.00**			

Status Report for Grant Funding Applied/or in Place for 2023

	2023	Jan-23	Dec-23	Town of Castle Rock	Senior Services	1 yr	$80,000.00	$80,000.00	Quarterly	Appproved 9-20-22	(This is $10,000 increase - We have not asked for an increase since 2014)
	2023	Jan-23	Dec-23	Town of Castle Rock	Transportation	1 yr	$70,000.00	$70,000.00	Quarterly	Appproved 9-20-22	(This is $10,000 increase - Our last increase in 2020 Pre-COVID)
	2022/2023	Jul-22	Jun-23	Douglas County "Transit Super Call" Grant (AAA & DRCOG Funding)	Transportation	12 mths	$170,500.00	$170,500.00	Monthly Reimbursment	Contracts Signed	5,500 Rides ($31 per/)
	2022-2023			Douglas County 5310 Grant	Transportation	12 mths	$72,169.00	$72,169.00	Monthly Reimbursment	Contracts Signed	2,328 Rides ($31/ per)
	2022-2023			Douglas County 5310 ARPA	Transportation	12 mths	$27,031.00	$27,031.00	Monthly Reimbursment	Contracts Signed	872 Tides ($31 per/)
	2022-2023	Jul-22	Jun-22	Douglas County- Grant (AAA & DRCOG Funding)	Reassurance Calls	12 mths	$49,900.00	$49,500.00	Monthly Reimbursment	Contracts Signed	3,300 Calls ($15 per/)
	2022-2023			CDOT	Additonal Wheelchair Vehicle	1yr	$57,600.00	$57,600.00	80/20 Spilt	Contracts Signed	Increased amount due to bid of $72000 - 1-5-2022 80% - 57,600
	2022-2023	Oct-22	Sep-22	Town of Castle Rock CDBG Funding	Nutrition Services/Senior Services	1 yr	$46,349.00	$46,349.00	Monthly Reimbursment	Approved 9-6-2022	Assigned to Debbi
	2023/2025	Jul-23	Jun-25	Douglas County "Transit Super Call" Grant (AAA & DRCOG Funding)	Transportation	12 mths	$295,800.00		Monthly Reimbursment	LOI Submitted 9-8-22	8,700 Rides ($34 per)
	2022-2023	Jul-23	Jun-25	Douglas County- Grant (AAA & DRCOG Funding)	Reassurance Calls	12 mths	$54,000.00		Monthly Reimbursment	LOI Submitted 9-8-22	3,600 Calls ($15 per/)
*	2022-2023			JCAF - Denver Senior Coalition	Activity Support & Scholarship	1 yr	$5,000.00		One time		Val working on
							$928,349.00	$573,149.00			

Status Report for Grant Funding Applied/or in Place for 2023 +

	2023/2025	Jul-23	Jun-25	Douglas County "Transit Super Call" Grant (AAA & DRCOG Funding)	Transportation	12 mths	$295,800.00		Monthly Reimbursment	**LOI Submitted 9-8-22**	8,700 Rides ($34 per)
	2022-2023	Jul-23	Jun-25	Douglas County- Grant (AAA & DRCOG Funding)	Reassurance Calls	12 mths	$54,000.00		Monthly Reimbursment	**LOI Submitted 9-8-22**	3,600 Calls ($15 per/)
*	2023-2024	Oct-23	Sep-24	Town of Castle Rock CDBG Funding	Nutrition Services/Senior Services	1 yr	$37,000.00		Monthly Reimbursment	**Approved 9-6-2022**	Assigned to Debbi
							$386,800.00	$0.00			

CASTLE ROCK
SENIOR ACTIVITY CENTER

"Loving Life in the Second Half"

October 2022 Board of Directors Meeting

2022 ACTIVITY REPORT

SEPTEMBER HIGHLIGHTS

- We brought in a fun new class in September, Twist & Bend seated dance class. Members loved this offering and we plan to bring back another session after the first of the year. Melissa Kubik also presented our Lunch & Learn for the month, *The Benefits of Dance*.
- Some of the restaurants we visited during the month were the ever-popular Helga's Haus & Bier Garden, Rumba Latin Restaurant and Reed's Southside Tavern with golf simulation.
- A highlight of the month was a trip to the Douglas County Coroner's Office. Two different trips were able to learn about the processes and forensic science of what goes on behind the scenes. They participated in group exercises and got to explore the tools, instruments and rooms. The groups ate at Culver's, and we really appreciate their participation.
- The Parker PACE center generously hosted a group of members. It was an intimate group and they got to see so much behind the scenes of the beautiful venue. They then had lunch at the West Main Taproom in Parker, which everyone loves.
- The Overnight Wine Tour was a trip that was highly anticipated for several months. The trip went off without a hitch, and everyone came back raving about the host from Treasure Box Tours/Denver History Tours. The group also came back with several bottles of wine donated by the wineries for our silent auction.
- The Golf Tournament, ShopEx and ArtFest all fell on the same weekend in September, making for a busy time for staff, volunteers and members alike.
- Staff was also busy with drivers' trainings and host refresher courses.
- One again, we benefitted from the Douglas County Land Conservancy's generosity and outreach. They held a watercolors class on 9/29 which quickly sold out. They will be back again in November for another one.
- Other regular monthly offerings stayed consistently busy, Active Minds "Cryptocurrency", Bingo (an extra day was added to the calendar), Current Events, Casino Trips and more.

PARTICIPATION STATISTICS

	Participants		
	July	August	September
Off-Site Activities	213	209	294
On-Site Activities (including VOA lunch)	1576	1453	1890
Health & Wellness Activities	171	88	135
Sports	536	670	356
Virtual Activity	14	12	33
Take Home Activity	0	0	0
Totals	**2510**	**2432**	**2708**

*We were closed 9/5 for Labor Day

UPCOMING ACTIVITIES

Craft Show is quickly approaching. The signup sheets for volunteers are now on the wall and we are actively recruiting.

Patty, Debbi, Shannon & Maria will be attending an AAPS (Active Adult Programming Services) conference in October at the new Northglenn Adult Activity Center. The focus will be on volunteers.

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

Sports Board Report
October 18, 2022

Sports Update:

Golf – Complete for the season

Bowling – Underway and running smoothly. The league and bus are both full! Lots of weekly absences. Shirts arrived for new bowlers and I'm pleased to report that everyone is wearing their shirts each week. As previously reported, we're now set up for teams of four and prep is running more smoothly.

Softball – Complete for the season.

Bocce Ball – Underway and after a bumpy start is now running smoothly. We don't have lines on the courts this session. The MAC was concerned that the very young leagues were getting confused by the multiple lines on the courts for various games. We've compromised on outlining just the intersection of the court lines so we can tell where the courts are! No bocce ball this week due to fall break but I expect everything to be in place when we return next Tuesday the 31st. Steve Lockwood has agreed to be the lead for the Tuesday session. I'm using ad hoc players to lead on Fridays if I have to be absent or late. We have about 25 players signed up but are averaging around 12 players per session.

Badminton – Available through the rec center. We'll only advertise for them.

Pickle Ball – There has been a request for a senior pickle ball league. Since we don't offer pickle ball through the Senior Center, I've been in touch with Jim Johnson, who had also heard the request from current players. Jim is working on the approach for the fall league. Stay tuned.

Cynthia Timmons

CRCAS TRANSPORTATION REPORT
October 2022
(September)
VEHICLE MILEAGE & PASSENGER REPORT

Vehicles	Miles
Shuttle	
Cars	2614
Vans	2942
MV1	413
Total Shuttle Miles	5969
Activities/Events	
Buses	986
Vans	0
Total Act/Events	986

Total Miles for both programs: 6955 Rides: Veh: **1286** Buses: **322**
Total Rides: 7277

VEHICLE MAINTENANCE COSTS

Cars	$ 502 C9 Brakes,
Vans	$1218 V1 $99 Insp H/C system, V8 $1119 Tires
MV1	$ 686 Windshield
Buses	$ 0
	$2406

EXPENSES FROM PROFIT/LOSS STATEMENT

	Miles	%	Expenses
Car Shuttles	2614	38	$ 590
Van Shuttles	2942	42	$ 653
MV1 Shuttles	413	05	$ 77
Buses	986	15	$ 233
Total Miles	6955	100	$1553

MONTHLY VEHICLE MILEAGE COSTS

Vehicles	Fuel	Miles	Expenses	Cost per Mile
Cars		2614	$ 509	$.19
Vans		2942	$ 461	$.16
Mv1		413	$ 113	$.27
Buses		986	$ 470	$.48
Totals		6955	$1553	

VEHICLE DONATIONS

Donor's Name	Vehicle	Est/Asking Value	Amt

No Activity

Respectfully submitted.....
Ed Mattix
Transportation Chair

REPORT FROM LEGAL ADVISOR

Debbi asked me to review and advise the board on a newer Colorado law that allows businesses to pass a surcharge on to customers using a credit card. Debbi asked me to review this because credit card processing fees (also called merchant discount fees) do account for a large portion of the CRSAC's costs. I also reviewed a law that requires businesses to accept cash.

Cash Requirement

Debbi confirmed that the CRSAC accepts cash for any activity or other paid service, if the member wishes to pay in cash, so no changes need to be made to our procedures.

Credit Card Surcharge

Colorado Law now allows businesses to pass on a 2% surcharge OR the actual merchant discount fee to customers who use a credit card. Colorado law allows the entire merchant charge be passed on, so long as specific advance written notice is provided to the customer.

Unfortunately, that law, as well as federal law, do not allow us to pass on the merchant discount fee if a customer uses a debit card, **even if they customer is choosing to run their debit card as a credit transaction.** There is really no practical way for staff to determine if a member is using a credit or a debit card, especially when many transactions occur over the phone. Since the penalties for improperly charging are high (including potential triple civil damages or criminal penalties), and the amount of time and work to accept only actual credit cards are high (especially since members will not probably be able to accurately say whether it's a debit card if they are running it as a credit card), Debbi and I are of the opinion that the CRSAC should not add a mandatory surcharge to credit card transactions.

Recommendations

Debbi and I discussed options, as the costs of merchant discount fees are a large expense incurred by the CRSAC. We recommend that the board consider the following two options, potentially implementing both.

The first option is to for the board to consider whether activity fees need to be increased across the board to help defray the increased costs associated with activities, including discount merchant fees, higher gas prices, etc. If these are increased, Debbi and I recommend that they be increased in 2023 with an article in the newsletter explaining the increase and reasons.

The second option is to add the option for members to donate an additional amount, above the activity or other fee or donation, to cover the charges. This would take the form of an additional request online or a verbal request from staff over the phone, asking the member if they would like to donate to cover the merchant fee. So long as it is make clear that this is a voluntary donation I believe we can do this without violating the laws discussed above. If this option is chosen, Debbi would place an article in the newsletter explaining this new optional donation request.

I will not be at the October board meeting as my daughter has oral surgery but I will be available by phone if there are any questions.