CASTLE ROCK SENIOR ACTIVITY CENTER
"Loving Life in the Second Half"

General Board Meeting

Castle Rock Senior Activity Center
2323Woodlands
Castle Rock, Colorado 80104
March 20, 2025
1:00 pm

Call to Order - Phyllis Tumey

Approval of Minutes from January Meeting

Record Proxy – Phyllis Tumey for Janice Scudder
Klaus Driessen for Cynthia Timmons

Member Reports:
President - Phyllis Tumey

- Treasurer - Steve Lockwood proxy by Ed Mattix
- Executive Vice President - Jon Hendricks
- Vice President Transportation - Ed Mattix
- Secretary – Klaus Driessen
- Executive Director - Debbi Haynie
- Activities - Patty Hasty
- Liaison to Community - Vacant
- Membership/Outreach Chairperson - Janice Scudder Proxy by Phyllis Tumey
- Sports - Cynthia Timmons
- Legal – Wendy Monteith:

New Business

Old Business

EXECUTIVE SESSION (If needed)

The next regular boarding meeting is scheduled for Thursday, April 17, 2025 @ 1:00 pm at the Castle Rock Senior Center

Memo to the Board

From Steve Lockwood, Treasurer

Subject: Recommendations Regarding the Audit Process and Foundation Funds

Date: March 17, 2025

On March 11, 2025, Debbi and I met with Wade Motor, our auditor, to review the audit process for the prior year and set expectations for the ongoing 2024 audit. During this discussion, we identified the need to improve communication between our team and the audit staff.

Key Updates:

1. **Improved Communication: During the 2023 audit, the absence of a single point-of-contact led to delays in email responses. To address this, Jason Baxter has been designated as the primary contact for the 2024 audit. We have also established a policy requiring responses to all communications within two business days.**
2. **Streamlining Audit Reports: The current multi-year audit reports, which combine CRSC's and Foundation's financials, were discussed. While these reports are thorough, their complexity may give the impression to potential grantors that we have excessive cash reserves, potentially hindering our ability to secure larger grants.**

Grantors do seem to understand the necessity of maintaining prudent Reserves for an organization like ours. However, the Foundation funds—exceeding $600,000—may be perceived as surplus, despite their restricted use. Wade and Jason have committed to researching GAAP (Generally Accepted Accounting Principles) guidelines to ensure any modifications align with compliance requirements.

Since we lack documentation outlining the Board's original rationale for establishing the Foundation as a separate legal entity, and based upon the historical records we do have, we do not foresee any disadvantages to moving forward with the following recommendations.

Recommendations: Following an afternoon discussion with Jason Baxter, we propose the following actions to simplify and streamline our audit process and reporting:

1. **Transition from two-year audit reports to single-year reports, beginning with the 2024 audit. Donors who require comparisons with prior years audits can be supplied those audit(s).**
2. **Dissolve the Foundation and repurpose its funds as a separate donor-restricted Reserve under the CRSC. This change would clarify the intended use of these funds for grantors and simplify the audit process. Historically, Foundation funds have been treated as donor-restricted, but this would formalize that designation.**

Additional Notes

- **Investments** $1,079,755
  - Reserves $475,316 ¾ % increase YTD
  - Foundation $604,438 .13% increase YTD
- **2024 Audit began 3/11/2025**
- **Discussed changing audits to be one year only**
- **Also discussed the idea of dissolving the Foundation and moving all assets to Senior Center and mark as donor restricted.**

Respectfully Submitted
Steve Lockwood - Treasurer

Executive Vice President - Jon Hendricks

DINING TO DONATE:

Jan 22 - Culvers - Rec'd $350
Feb 29 - Angie's - Rec'd $200
Mar 26 - Portofino's Parker
Apr 23 - Guadalajara's
May 21- Sip Tea - (Dessert))
May 28- Chili's
Jun 18 - Playa Bowls (Dessert)

Jun 25 - Dickie's BBQ
Jul 16 - Gelato & Co. (Dessert Social)
REC'D TO DATE: $550

Jul 23 - Bucket List Tavern
Aug 20-Dairy Queen (Dessert)
Aug 27 -Fuzzy's Taco Shop
Sep 17 - Smart Cow Yogurt Bart (Desser
Sep 24- Duke's Steakhouse Castle Pines
Oct 22 - Hickory House Parker
Nov 19 - Old North End Restaurant

Dec 17 - Black Eyed Pea

LIBERTY EXPESS CAR WASH – Car Wash Ticket Sales
Tickets on sales as of 11/21/24: $12.00 per ticket / Receives a $16.00 Value Carwash/CRSAC paid $8.00 per ticket earning $4.00 per Carwash ticket sold
-We have 28 tickets remaining for sale
-3/21/25 – Ordering 300 more tickets to sell
*As of 03/20/2025 – 270 Tickets sold / Total Profit to date = $1,080.00 (72% in 3 months)
(2024 total received was $1479

Senior Life Expo: Goal – 92 Partners – Making good progress
-Partner Registration: 47 Paid
-An additional 24 interested / In process of applying
-Potentially 71 to be confirmed by the end of the month

Shopping Extravaganza – Date change to Saturday, October 4th , 2025

MAJOR EVENTS
Jun 4 - **Senior Life Expo:** Our goal is 92 partners with 41 confirmed so far.
Sep 22-**25th Annual Golf Tournament** @ Perry Park Golf Club in Larkspur
Sponsors to date: Core Electric
Golf team currently working on getting sponsors, golfers, donors etc.
Nov 8 - **Annual Craft Show:** Total booths: 96 / 95 returning vendors already confirmed. (One booth still open)
Community Corner: Goal is 21 partners - Email invitations sent on 3/10/25
New this year: 4 food trucks to be located at East elevation of the building.
October 4, 2025 Shopping Extravaganza Castle Rock Outlets

Respectfully submitted,
Jon Hendricks and Stacey Fahrenbruch

CRSAC TRANSPORTATION REPORT
March 2025
(February 2025)

VEHICLE MILEAGE & PASSENGER REPORT

Monthly Mileage

Shuttle
Cars 3811
Vans 5369
Total Shuttle Miles 9180

Activities/Events
Buses 1005
Vans 0
Total Act/Events 1005
Total Miles for both programs: 10185 (January 9169)

RIDES

Shuttle (Grant Funded): 940
Activities/Events: 133
Total Rides: 1073 (January 1070)

Days Closed in February: 17 & 21

VEHICLE MAINTENANCE COSTS

Cars	$ 0	
Vans	$ 998	V2 Registration $75; V3 Oil Service $81; V8 Oil Service $104; V9 Registration $243, Oil Service $95, New Windshield $400
Buses	$ 503	S1 Oil Service & Coolant $235; S2 Oil Service $170; S3 Registration $98
Totals Costs	**$ $1,501**	

EXPENSES FROM PROFIT/LOSS STATEMENT

	Miles	%	Expenses
Car Shuttles	3180	0	$ 0
Van Shuttles	5200	66	$ 998
Buses	789	34	$ 503
Total Miles	10185	100	$ 150

MONTHLY VEHICLE MILEAGE COSTS

Vehicles	Fuel (gal.)	Miles	Expenses	Cost per Mile
Cars	131	3180	$ 397	$.12
Vans	195	5200	$ 589	$.11
Buses	109	789	$ 326	$.41
Totals	435	10185	$ 1312	$.13

VEHICLE DONATIONS

Donor's Name	Vehicle	Est/Asking Value	Amt Rec'd
		No Action	

Respectfully submitted,
Ed Mattix VP-Transportation

CASTLE ROCK SENIOR ACTIVITY CENTER

"Loving Life in the Second Half"

Executive Director's Report
March 20th, 2025

Grants and Funding Info –

Grants Awarded

- *DRCOG HB 24-1211 Contingency Fund* – Transportation Services - $63,000.00 - 1800 rides - 90 Day Emergency Funding – Awarded 2-24-2024
- *Castle Rock Rotary - $5,000 – Wellness Services* – Approved 2-26-2025 – Ed and I will be doing a presentation for the AM Club on April 16th and I have a presentation on March 27th for the Noon Group.
- *Lillis Foundation* - $14,000 -Scholarship & Active Minds – Awarded 3-11-2025

Grants Submitted/Pending

- *Walmart* – $5000 for Transportation and Senior Services - Submitted 8/20/2024
- *Douglas County Transportation 2025/2026* – Transportation Services – $378,000 (900 rides a month). Submitted 10/18/2024 request.
- *CDOT Small UZA 5310* - Transportation Services - $63,000.00 - 1800 rides – Submitted by the County on our behalf
- *E-470 Safety Foundation 10,000 – Transportation Services* – Submitted 3-19-2025
- *AARP – Flagship Grant – $18,270 – Senior Services* – Submitted 3-5-2025

Grants in Progress or Waiting on Application Opening Date

- *Next Fifty Initiative – Amount Pending – Senior Services* – Grant Meeting on March 24th with Grant Administrator. This is a step that we have to do before submitting a grant.

- *5310 – Castle Rock* – Douglas County will be administering this grant for the town. The NOFA (Notice of Funding Availability) is now open. The funding will hopefully be available in July 2025. I am unsure of the amount that we can request yet, but will be working with Rand with the County on the NOFA. More to come in the first of the year.
- *Douglas County Community Foundation* – UPDATE – They have announced a new Director but no new news on the grant's applications of 2025.

Center Info –

- Social Space (Space just outside our door going into the Rec Ctr) – we received 6 new chairs for the space. I have asked for two small tables with chairs for more face-to-face conversation space. Dan is looking into ordering these.
- Buddy Bench – We have located in front of the Center just in front of the big window area. I now working with Klaus on dimensions of the bench to see it we can get a concrete pad poured.
- Horseshoe/Cornhole Space – Land behind Rec Center- Jeff and Mike are looking into this. We should hear more in the next month or so.
- Future Growth of Senior Center/Brickyard Presentation – Jeff and Mike are looking to come in March or April.

Staff Update –

As you all know Hellen Swanson has given her notice and accepted a new position with Wellsprings. Her last day is Friday, March 28th. I offer the open position to Kori Keller and she has accepted the position. I am updating the title to Volunteer/ Outreach Services Manager. I feel this better represent the role and duties of the position. A Job Opening Ad has been placed on social media and Indeed for the Front Desk Coordinator position. I hope to begin interviewing the first week of April.

Computer Monitors – We have been experiencing issues with our monitors since we received the new laptops. IT has discovered that the Lenovo Laptop struggle with non- Lenovo monitors. Also, the age of our monitors is contributing to the connectivity issues. The best price for new monitors is through Amazon. I would like to purchase these ASAP.

The total cost to update the office would be –

Thirteen - 27 "monitors @ $200.00 plus stands each

Approx. $3000.00

Fundraising/Outreach –

Senior Life Expo - June 4th, 2025– Returning Community Partner registration is now open. As of Tuesday, March 18, we had 46 community partners paid and another 25 that have said yes to sending in an application. Our goal is 92 partners this year.

Fall Swing Golf Tournament – September 22nd, 2025 @ Perry Park County Club – Player Registration forms and Sponsor forms are now available. Stacey and I will be visiting the course on April 9th. We also have our first Sponsor for the tournament.

Loving Life Challenge (April – June) –This will be beginning next month. Ed and Steve could you please write the challenge letter for our membership?

Craft Show Extraordinaire – November 8th, 2025 – All Craft booths are sold. 4 Food Vendor Trucks have been secured. Community Corner registration will begin in April.

DATE CHANGE – Shopping Extravaganza – Oct 4th, 2025

Respectfully Submitted,
Debbi Haynie

Status Report for Grant Funding Applied/or in Place for 2025 +

	2025	Jan-25	Dec-25	Town of Castle Rock	Senior Services	1 yr	$80,000.00	$80,000.00	Quarterly	Approved 11/19/2024	Assigned to Debbi
	2025	Jan-25	Dec-25	Town of Castle Rock	Transportation	1 yr	$90,000.00	$90,000.00	Quarterly	Approved 11/19/2024	Asking for $20,000 increase Assigned to Debbi
	2024/2025	Jul-24	Jun-25	Douglas County AAA Funds	Transportation	12 mths	$161,838.00	$161,838.00	Monthly Reimbursment	Contract Signed 6-18-2024	
	2025/2026	Jul-25	Jun-26	Douglas County AAA Funds	Transportation	12 mths	$161,838.00	$161,838.00	Monthly Reimbursment	Updated Info 12/2/2024	12/2/2024 was told that we will get same amount as 2024/2025
	2025	Jan-25	Dec-25	Douglas County Funds CAI	Waylist See Breakdown below	1 yr	$554,000.00	See details below	Reimbursement	Tentative Approval	Approved Ammount is $435,000.00
					Additional Staff			$0.00	Reimbursement	Not Approved	
					Transportation	2 yrs		$180,000.00	Reimbursement	Approved	$400 trips @ $35
					Transportation Support	2 yrs		$30,000.00	Reimbursement	Approved	Tablets & Routing software
					New Vehicles	2 yrs		$180,000.00	Reimbursement	Approved	2 minivans($45,000 each) & 2 10 passenger bus($80,000)
					Connect & Care Calls	2 yrs		$36,000.00	Reimbursement	Approved	2400 connect and Care Calls
	2025	Jul-25	Dec-25	CDOT Small U2A 5310	Transportation	Grt	$63,000.00		Monthly Reimbursment		NOFA (Notice of Funding Availility is now open I will be working with the Count for this funding as they will be the administrators. Going to ask for 1800 rides @ $35 for $63,000
	2024/2025	Oct-24	Dec-26	Douglas County MMOF/HB1 Funds	Transportation	12	$91,800.00	$84,625.00	Monthly Reimbursment	Contract signed 11/15/2024	Updated Amounts 8/29/24 - $ 84,625 - New allocation of MMOF Funds -
	2025	Jan	Dec	Daniel's Fund	General Operating/Infrastructure	2yr	$40,000.00	$40,000.00	One Time	Approved 8-27-2024	Second Check received Assigned to Val - Approved to submit 2 year grant - $80,000
*	2025/26	Jan	Dec	Lillis Foundation	Active Minds/Scholarship	1yr	$14,000.00	$14,000.00	One Time	Awarded 3/11/2025	
*	2025			H824-1211	Transportation	90 days	$63,000.00	63 ,000.00	90 day funds	Awarded 2-24-2025	
	2025	Jan-25	Dec-25	Volunteers of America	Nutrition Services	1 yr	$15,000.00	$15,000.00	Monthly Reimbursment	Approved	Assigned to Debbi
	2024/2025	Jan	Dec	Town of Castle Rock CDBG Funding	Nutrition Services/Senior Services	12	$25,000.00	$25,000.00	Monthly Reimbursment	Approved	$15,000 reimburseable $10,000 incentive based
*	2025	Jan	Dec	Castle Rock Rotary Club	Wellness	12	$5,000.00	$5,000.00	One Time	Approved 2-26-2025	
*	2025	Jan	Dec	E-470 Safety Foundation	Transportation	12	$10,000.00		One Time	Submitted 2-19-2025	Grant Deadline 3/21/2025 - Debbi & Val Working On
	2025	Jan	Dec	Next Fifty Intiative	Senior Services	12				Currently in progress	Requested Meeting meeting with Grant Administer to start grant process
*	2025	Jan	Dec	AARP - Flagship Grant	Additonal Transportation	12	$18,270.00		One Time	Submitted 2-6-2025	Grant Deadline 3-6-2025 - Debbi & Val Working On
							$1,192,746.00	$1,117,301.00			

Status Report for Grant Funding Applied/or in Place for 2026 +

		Jan-26	Dec-26	Town of Castle Rock	Senior Services	1 yr	$80,000.00		Quarterly		
		Jan-26	Dec-26	Town of Castle Rock	Transportation	1 yr	$90,000.00		Quarterly		
	2025/2026	Jul-25	Jun-26	Douglas County AAA Funds	Transportation	12 mths	$161,838.00	$161,838.00	Monthly Reimbursment	Updated Info 12/2/2024	12/2/2024 was told that we will get same amount as 2024/2025
				Castle Rock 5310	Transportation	1yr			Monthly Reimbursment		
	2025/26	Jan	Dec	Lillis Foundation	Active Minds/Scholarship	1yr	$14,000.00	$14,000.00	One Time	Awarded 3/11/2025	
							$349,838.00	$175,838.00			

CASTLE ROCK SENIOR ACTIVITY CENTER

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2025 Important Dates to Remember

Updated 3-19-2025

JANUARY

January 1st, Wednesday —CENTER CLOSED for New Year's Day Observance

January 16th, Thursday — Board Meeting @1:00 p.m.

January 20th, Monday — CENTER CLOSED—Martin Luther King Day

January 22nd, Wednesday — DTD— Culver's

FEBRUARY

February 17th, Monday - CENTER CLOSED—President's Day

February 20th, Thursday—Board Meeting @ 1:00 p.m.

February 26th, Wednesday - DTD- Angie's Restaurant

MARCH

March 20th, Thursday—Board Meeting @ 1:00 p.m.

March 26th, Wednesday -DTD -Portofino's

APRIL

April 16th—Highlands Ranch Volunteer Fair—HR Senior Center

April 17th, Thursday—Board Meeting @ 1:00 p.m

April 23th, Wednesday-DTD- Guadalajara

MAY

May 15th, Thursday—Board Meeting @1:00 p.m.

Volunteer Appreciation Event Week - May 19—23th

May 26th, Monday—CENTER CLOSED—Memorial Day

May 21st, Wednesday - DTD Dessert Social— SIP TEA 11:00am—7:00pm

May 28th, Wednesday - DTD—Chili's

JUNE

June 4th, Wednesday—Senior Life Expo

June 22ndth, Sunday—Ducky Derby

June 19th, Thursday—CENTER CLOSED—Juneteenth

June 18th, Wednesday - DTD Dessert Social— Playa Bowls 8:00am—8:00pm

June 25th, Wednesday—DTD - Dickey's Barbecue Pit

June 26th, Thursday - Board Meeting @ 1:00 p.m.

April, May, June—Loving Life Match Fund Challenge

CASTLE ROCK
SENIOR ACTIVITY CENTER
"Loving Life in the Second Half"

March 2025 Board of Directors Meeting
February 2025 ACTIVITY REPORT
February Highlights

February was another great month of "Loving Life in the Second Half." Both old and new faces participated in CRSAC Activities. Our in-center activities such as Book Club, Creative Writing, Knit and Crochet and Sewing Groups continue to meet and create. Arts and craft classes continue regularly with our members enjoying the creative processes. This month featured a stained-glass class and a watercolor technique class. We also partnered with TAPS (Tri Arts Project) and held a series of 4 acrylic painting classes. We are grateful that a generous donor covered the majority of the fees associated with that class.
Afternoon of Games, Bingo, Bunco, Bridge, Polish Poker, Texas Hold 'em, and Bingo are all fun-filled, with waitlists on most. Our out to lunch and dinners continue. This month our members were able to choose from several dining options that included First Watch, My Neighbor Felix for happy hour and Carrabba's Italian Grill. Our Mystery Restaurant was at the brand-new Il Forno di Tutti. We received feedback from the venue telling us how much they appreciated our group, and what fun they had serving us. Senior Council meeting covered the topic of staving off Dementia. Active Minds covered the topic of "The European Union."
Trips and excursions included the following locations: Ball Arena with lunch at Blue Bonnet, a horse drawn sleigh ride at Snow Mountain Ranch. We visited The Saratoga in Black Hawk for a casino trip. Vintage Theatre in Aurora had a wonderful performance of "Guys and Dolls". Other in-center events included a presentation by Dave Lively on "The Lost Lodges of Rocky", our Lunch and Learn that "Therapeutic Music and Self Care" with a most beautiful Harp accompaniment. Our legal presentation was all about Estate Planning. We also had The Denver Audubon Society come in and present "The Great Backyard Bird Count".
Fitness classes continue with Balance, Range of Motion and Mobility being offered twice a month, as well as continuing classes in Line Dancing, Twist and Bend, Tap Dance for older Adults and Sit and be Fit.
Wellness programming continues at capacity, with the hearing clinic, foot care clinic and massage therapy generally full. "Stepping on" concluded this month.
We are striving to offer the best programming possible. We are busy and happy with the programming that we offer and will continue to work hard to provide a balanced, well-run program that meets the needs of members.

PARTICIPATION STATISTICS Participants

December	January		February
Off-Site Activities	376	137	170
On-Site Activities (including VOA lunch)	2184	1540	1561
Health & Wellness Activities	81	167	199
Sports	125	115	107
Virtual Activity	218	193	212
Take Home Activity			
Totals	2984	2152	2249

Submitted by Patty Hasty, Activity Chairperson
Shannon O'Brien, Activities Manager
Beate Holt, Activity Coordinator

CASTLE ROCK
SENIOR ACTIVITY CENTER

"Loving Life in the Second Half"

Membership and Outreach Report
March 2025

Membership Updates
February

Total Membership: 1,341

Regular	Associate	Honorary	Lifetime	New	Expiring	Renewed/Not Renewed
1,310	15	2	14	27	191	158/33

March (as of March 19, 2025)

Total Membership: 1,329

Regular	Associate	Honorary	Lifetime	New	Expiring	Renewed/Not Renewed
1,298	15	2	14	19	90	90/0

February and March (as of March 19)

New Member Orientation

February: 12 attendees (2/21 session cancelled due to weather)
March: 12 attendees

Member Refresher – "Back in the Know" Classes

These classes are designed to bring members up-to-date on the Center's latest news and policies, similar to the information we present during Newcomer Orientation. Classes will be held at 9:30 on these dates: March 10, May 5, August 4, and November 10. Five people attended the March 10 meeting.

Projected Outreach Events

June 4 – Senior Life Expo
Sept. 7-8 – Artfest
Oct. 4 – Shop Ex

Additional Events – CRSAC would like to host a booth

April 16 – Highlands Ranch Volunteer Fair
July 6 – Vetfest
September 17 - Vintage & Vibrant at the Highlands Ranch Senior Center

Sports Board Report
March 17, 2025

Golf – Golf registration is now closed for returning players and the leagues are full. About 10 people were able to move from the sub list into the leagues. Registration is open until March 14th for the sub list. Don Marshall will continue as the golf lead with Preston Shepherd doing scores for the 18-hole league and Ken Scutter for the 9-hole league. The start-up meeting will be held at the Senior Center on March 25th at 9 am.

We're playing with the idea of adding a new 'recreational' 9-hole league for players who are less experienced or just want to play for fun and not keep score. Debbi has talked with Red Hawk Ridge and they are full so we're cleared now to explore other options. I'll be reaching out to The Links in Highlands Ranch and, potentially, South Suburban.

Softball – Softball registration is currently open. We'll be starting a new process to ensure fairness in team sizes and team additions. Returning members will be given first chance at placement on teams with new players filling any remaining open slots. Registration is open until... The startup meeting was held on March 18th at 9 am at the Senior Center. Wes Johnson has resigned as manager for the Rocks and has been replaced by Mark Weiss.

Bowling – Registration for the spring bowling session is closed EXCEPT FOR THE SUB LIST and the session has started with 12 players and one sub. The timing of teams of 3 and a start time of 9:30 am is working well to be finished by 11 am as requested by the bowling alley. We've just started the monthly flat fee so impacts to administrative overhead are yet to be determined.

Bocce Ball/Cornhole – Registration for the spring bocce ball/cornhole session is closed. The session started play on Jan 10th with 28 registered players. Play is going smoothly with a popular happy hour afterwards.

We plan to offer bocce ball/cornhole as a summer sport for the first time this year! The players are looking forward to it. Emerald Park has two outdoor fields that have been reserved for Wednesdays from June-August from 5:30-7:30 pm. There are no lights or shade available. Two cornhole sets will be set up beside the bocce ball courts. We will not offer transportation. Jim Yank and Dan Helzer have agreed to lead the summer group. Price will be $45 for the entire session. The group will be limited to 26 players.

Horseshoes – The rec center has looked at the area behind the center and it looks promising for two horseshoe pits. Debbi submitted the request for horseshoe pits and a covered pavilion to provide shade. The rec center has reviewed the area but is waiting for the snow to clear in order to measure and put together costs.

Pickleball – The rec center has offered us three pickleball courts for a senior summer league! Even better, Jim Johnson has agreed to lead. We're planning to offer two weeks of clinics in June, then will run the league through mid-August on Monday evenings from 5:30-7:30 pm. Debbi and I are getting conflicting stories on which courts we'll be using- between Cobblestone, indoors at the rec center, and Butterfield. Jim is meeting with me and Debbi on April 9th to finalize our approach. The session will be limited to 22 players. Pricing is $45 for the entire session. Yay, new sport!!!

Respectfully Submitted
Cynthia Timmons