

# **Access Living of Metropolitan Chicago**

## **Board of Directors' Meeting**

**February 5, 2020**



**ACCESS**  

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**LIVING**

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**ACCESS LIVING OF METROPOLITAN CHICAGO**  
**BOARD OF DIRECTORS' MEETING**  
**AGENDA, February 5, 2020**  
**115 W. Chicago Ave., Chicago, IL**  
**Second Floor Conference Room A/B/C**  
Time: 4:00-6:00 PM CST



**Mission:** Access Living ignites the power and pride of people with disabilities, provides critical services, and breaks down systemic barriers to create a more inclusive, and therefore much stronger, society.

Agenda Topic:	Attachments	Expected Outcome(s):	Approx. time
<b>Call to Order; Welcome</b> <i>John Schmidt</i> <ul style="list-style-type: none"> <li>• Welcome new board members</li> <li>• Roll Call</li> <li>• Review agenda</li> </ul>		A. Welcome members and/or guests Establish quorum B. Ensure an effective business meeting	4:00
<b>Consent Agenda</b> <i>John Schmidt</i>	1. 11.6.19 Minutes 2. 12.18.19 Special Board Meeting Minutes 3. Dashboard	ACTION – vote on consent agenda	4:10
<b>Chair’s Report</b> <i>John Schmidt</i> <ul style="list-style-type: none"> <li>• Elect Officers</li> <li>• President &amp; CEO Transition</li> <li>• Race Equity Committee (Tuyet Le)</li> </ul>	4. Officer Slate 2020	A. ACTION – vote on slate of officers for 2020. B. Update members on transition process. C. Update members on Race Equity special committee.	4:15
<b>Special Update: Amtrak</b> <i>Bridget Hayman &amp; Amber Smock</i>		A. Review Amtrak advocacy and communications strategy. How did it come about and what are next steps?	4:25
<b>Resource Development &amp; Communications Committee</b> <i>Kristin Weaver</i> <ul style="list-style-type: none"> <li>• Media Coverage</li> <li>• Major Gifts/Legacy Campaign</li> <li>• Gala Progress/Board Involvement</li> <li>• Board Giving</li> <li>• Thank-a-thon Week</li> </ul>	5. Media Coverage 6. Development Report 7. Sponsorship Packet 8. Sponsorship Form	A. Encourage board participation in Gala fundraising.	4:40

Agenda Topic:	Attachments	Expected Outcome(s):	Approx. time
<b>Nominating &amp; Board Development Committee</b> <i>Ben Lumicao</i> <ul style="list-style-type: none"> <li>Recruitment Goals</li> </ul>		A. Inform members of recruitment targets and ask Board Members to identify prospects.	5:00
<b>Program Committee</b> <i>Doug Dobmeyer</i> <ul style="list-style-type: none"> <li>State/Federal Advocacy Update</li> <li>Announcement of new case (Deakin)</li> <li>Update on major cases</li> <li>Colbert Work</li> </ul>	9. State/Federal Advocacy Memo 10. Civil Rights Memo	A. Update Board on advocacy, independent living, and legal proceedings.	5:10
<b>Finance &amp; Human Resources Committee</b> <i>Kent Klaus</i> <ul style="list-style-type: none"> <li>Financials through November 2019</li> <li>Investments</li> <li>Mid-Year Budget</li> </ul>	11. Financials 12. Investments 13. Mid-Year Budget	B. Provide latest financial outlook of Access Living; ACTION – approve financial statements C. ACTION—Approve mid-year budget	5:30
<b>Acting CEO Report</b> <i>Daisy Feidt</i> <ul style="list-style-type: none"> <li>Compliance Review</li> <li>Census Update</li> <li>MacArthur 100&amp;Change</li> <li>Alley Issue</li> </ul>		A. Keep board informed on big picture strategic happenings at Access Living	5:45
<b>Adjourn</b> <i>John Schmidt</i>		Review key topics discussed; review action steps, etc.	6:00pm

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**Upcoming Meetings:**

**New Board Member Orientation:** Tuesday, February 18, 2020 at 4:00 pm

**Nominating & Board Development Committee:** Wednesday, February 19, 2020 at 4:00 pm

**Resource Development Committee:** Monday, February 24, 2020 at 4:00 pm

**Executive Committee:** Wednesday, March 4, 2020 at 4:00 pm

**Program Committee:** Thursday, March 26, 2020 at 4:00 pm

**Finance & Human Resources Committee:** Tuesday, March 24, 2020 at 4:00 pm

**Full Board Meeting:** Wednesday, April 29, 2020 at 4:00 pm

**Gala:** Wednesday, June 24, 2020 at the Navy Pier Grand Ballroom



Board Meeting Minutes  
 November 6, 2019 4:00-6:00pm  
 Call-In Number 800.920.7487 Passcode 59396188#

In Person: Doug Dobmeyer, Andres Gallegos, Will Haffner, Neil Hartigan, Zachary Kordik, Tuyet Le, Ben Lumicao, John Schmidt, Kristin Weaver, Joan Wolfensberger,  
 By Phone: Jennifer Brown, ShaRhonda Dawson, Kurt Schulenburg, Elliot Roth, Kent Klaus, Wilson Mantilla, Felicia Rauls, Mark Owen, Tara John,  
 Absent: Ken Bennett, Kevin Fritz, Shari Runner  
 Staff: Neil Anderson, Daisy Feidt, Bridget Hayman, Barbara Khalouf, Amber Smock, Ken Walden, Brenna McCauley

- I. Call to Order
  - A. Andrés began the meeting with a moment of silence for Maury Fantus and Cliff Weber.
  
- II. Consent Agenda
  - A. Kristin Weaver motioned to approve the consent agenda pending the change to count Mark Owen as “on the phone” on the June 26, 2019 minutes. Joan Wolfensberger seconded the motion. *The motion carried.*
    - i. June 26, 2019 Minutes
    - ii. September 18, 2019 Executive Committee Minutes
    - iii. Civil Rights Memo
    - iv. Government Affairs Memo
    - v. Dashboard
  
- III. Chair’s Report
  - A. Kevin Fritz is rotating off the board this year. We thank Kevin for his service.
  - B. Comedy & Cocktails
    - i. The fall fundraiser, Comedy & Cocktails, is on November 14.
    - ii. So far 55 tickets have been sold. Please register and bring friends – the tickets are reasonably priced.
  - C. Annual Meeting
    - i. The Annual meeting is December 9. We would like as many board members to attend as possible.



#### IV. Vice-Chair's Report

##### A. CEO Transition Efforts

- i. John announced that the search committee feels good about the process. They hope to make a recommendation to the board in December.
- ii. The Committee is looking for someone with the following qualities:
  - i. Vision
  - ii. Leadership/fundraising
  - iii. Someone who will "rock the boat"
- iii. Daisy said the executive search consultant met with the senior team, select staff, and committee members to get input on what the search committee should be looking for in our next President/CEO.
- iv. There might be a special meeting in December to vote on the search committee's candidate.

#### V. Education Session

- A. Bridget presented on developing an elevator pitch for Access Living. This topic was requested by board members. The purpose is to start a conversation with others, and a conversation among us. It is not a pitch for Access Living per say, but a message on why Access Living is important to you.
- B. Board members shared that they found it effective to use statistics about the disability community, especially local ones. Personal stories are also meaningful.
- C. Bridget reviewed the differences between the medical model and the social model, and how Access Living's philosophy is aligned with the social model.
- D. What we say matters in how disability is perceived. For example, adaptive equipment gives freedom.

#### VI. Finance & Human Resources Committee

- A. Neil gave the board an overview of the August 2019 financials. Overall revenue was \$24,000 better than anticipated. There was a \$38,000 negative variance. Overall, we are \$133,000 better than budgeted. We are utilizing \$264,000 from the Major Gifts Campaign. The cash flow shows a \$189,000 net loss. Liabilities decreased due to the payout of accounts payable.
  - i. Doug Dobmeyer motioned to approve the financials and investments. Kristin Weaver seconded the motion. *The motion carried.*
- B. The investments were at \$7,000,000 as of September 30, 2019, which is down \$60,000. There was a gain of \$76,000. There was a transfer for the Founding CEO's retirement package. The rate of return is between 6-7%. After some



discussion on the investments, Kristin said that Northern Trust can produce a performance report, if requested. She also said that we should redact the account numbers on future reports.

#### C. Audit

- i. The audit process starts before the end of the fiscal year, and the auditors spend a few weeks here in August and September. We utilized the services of Miller Cooper, which was reevaluated earlier in the year. In the auditors letter to the board they mention that they encountered no difficulties with management.
- ii. There were no corrected misstatements. There were no control deficiencies.
- iii. The auditors had constructive suggestions regarding the PARs timecards – we need to do a better job of employee breakdown of specific grants on timecard. They also recommended that we evaluate our cyber security.
- iv. The Finance & Human Resources Committee went through the financial statements in detail and approved them, so Neil did not get into specifics. It was the auditors’ opinion that we have done things correctly.
- v. Ben noted that there is a lot going on regarding technology laws. The audit did not include changing standards for protecting personal information.
- vi. There will be an audit in January focused on consumer files and our standing as a Center for Independent Living.
  - i. John Schmidt motioned to approve the FY19 audit. Ben Lumicao seconded the motion. *The motion carried.*

#### VII. Program Committee

##### A. Civil Rights Update

- i. The Uber case is on appeal. There is a 7<sup>th</sup> circuit court date December 9, 2019 at 9:30am. Board members can find Ken if they have questions about the appeal.
- ii. The US Department on Housing and Urban Development (HUD) is rolling back disparate impact. Access Living and 45,000 other organizations/individuals have submitted comments to HUD to stop the rollback because it would have detrimental effects on the disability community.

##### B. Disability & Immigration Summit

- i. The Disability & Immigration Summit took place at the end of September. The summit focused on detention of migrants, refugees, mental health, and



more. A few elected officials attended the summit.

Participants developed a brief action plan. 25 attendees

signed a resolution to support immigrants with disabilities and be part of a task force. We are working on a toolkit about the information shared at the summit.

- ii. The task force will be under the role of our Immigration & Latinx Organizer. It is a very diverse group. Neil Hartigan suggested that the task force should get a memo to the Disability Caucus in the US House of Representatives.

#### C. MacArthur Disability & Incarceration Project

- i. The executive summary of the disability & incarceration white paper is part of the board packet. The launch of the paper will take place in early December. The publishing of the paper fulfills the requirements of the MacArthur Foundation grant. One big finding is that there is no best practice for reasonable accommodation process in jails.

#### D. Director of Independent Living

- i. Daisy shared that we hired a person in August for the Director of Independent Living position. She resigned four weeks later. We are keeping the role open for now because there might be structural changes once a CEO is hired.

### VIII. Nominating & Board Development Committee

#### A. Ben presented the slate of members:

- i. New Members:
  - i. Molly Walsh
  - ii. Mike Santay
  - iii. Kevin Bradley
  - iv. Dr. Larry Goodman
  - v. Daisy is still in conversation with Larry Goodman regarding him coming on the board. He will let us know by the beginning of next week.
- ii. Reelect for 2<sup>nd</sup> Term
  - i. John Schmidt
  - ii. Kent Klaus
  - iii. Felicia Rauls
  - iv. Kurt Schulenburg
  - v. Mark Owen





- iii. Waiver for another term
  - i. Kristin Weaver
  - ii. Andrés Gallegos
    - a. Neil Hartigan motioned to ratify the waiver of a one year absence from the board for Kristin Weaver and Andrés Gallegos. Will Haffner seconded the motion. *The motion carried.*
- iv. Doug Dobmeyer motioned to approve the slate of board members. Will Haffner seconded the motion. *The motion carried.*

#### IX. Resource Development & Communications Committee

##### A. Gala

- i. Kristin shared details of the Gala. The Gala will be held on Wednesday, June 24, 2020. We are working on honorees. Before she passed, Marca secured Mike O’Grady from Northern Trust as Corporate Chair. We have been working with Hoopla, the same event management firm we have utilized for several years. This year there will be a \$100,000 sponsorship level. The \$5,000 level has been eliminated. The ticket price is increasing to \$500, but there will still be a disability community price of \$100.

##### B. Communications

- i. Ashley Eisenmenger has started as PR Coordinator. There were 57 media placements about Marca’s passing, and 17 placements for other stories. We are working on an archiving project for Access Living’s 40<sup>th</sup> Anniversary. The website launched in early September, and it has received over 3,000 page views. We are still working with MightyBytes to make it more accessible. The Annual Report (Then and Now – Access Living’s Legacy of Impact) is coming out in December.

#### X. Acting CEO’s Report

- A. We are continuing at the same pace. There was a memorial for Marca on October 3, and there will be another one in Washington, DC on November 17. People have sent several tributes and resolutions.
- B. Daisy spoke on a breakout panel for inclusion at the Obama Foundation Summit.
- C. The leadership team has been working with Bridgespan on a program called Leadership for Impact (LFI). Their project is to maximize effectiveness as a senior team.



- D. Access Living has been involved in the Census efforts. Daisy is co-chairing the Hard to Count Committee with Karen Tamley. We received a grant to support these efforts.
- E. The state's Colbert & Williams program is changing. Access Living is working on a proposal to continue with Colbert work.

XI. Adjourn – 5:50pm

Respectfully submitted  
Brenna McCauley  
Executive Assistant to the President  
Attested to by:

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Felicia Rauls



Special Board Meeting Minutes  
December 18, 2019

By Phone: Kevin Bradley, Jennifer Brown, Andrés Gallegos, Will Haffner, Neil Hartigan, Tara John, Tuyet Le, Ben Lumicao, Mark Owen, Felicia Rauls, John Schmidt, Molly Walsh, Joan Wolfensberger

Staff: Daisy Feidt, Neil Anderson, Brenna McCauley

- I. Andrés called the meeting to order.
- II. John thanked his fellow members of the Search Committee (Tuyet Le, Ben Lumicao, Felicia Rauls, and Kristin Weaver) for their dedicated participation.
  - a. The Committee members were unanimous in their view that the next President & CEO should be Karen Tamley. She is a recognized leader in Chicago and nationally, and she has the right combination of skills and relationships the Committee was looking for.
  - b. She is in a public position, so there are steps to take before this is announced. She will start no later than March 2, 2020.
  - c. Felicia, Ben, and Tuyet echoed John's praise of Karen, and thanked him for his leadership on the Committee.
  - d. Neil Hartigan said that Andrés and Daisy have been great leaders. Karen is the perfect choice as the next leader.
- III. Neil Hartigan motioned to approve Karen Tamley as the next President & CEO of Access Living. John Schmidt seconded the motion. *The motion carried.*
- IV. Andrés will call Karen and send her a formal letter.

# Operational Metrics

FY20 - Q2





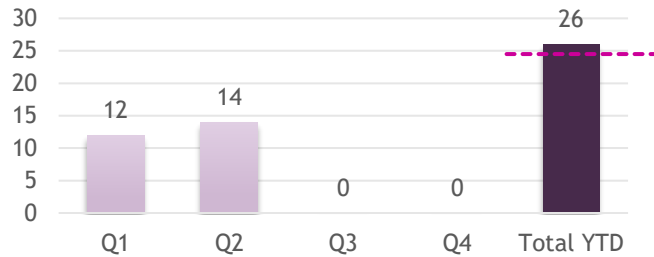
# Community Reintegration: Housing

## 14

### Colbert Class Members Transitioned to Home or Community-Based Settings



Number Transitioned, by Quarter and YTD

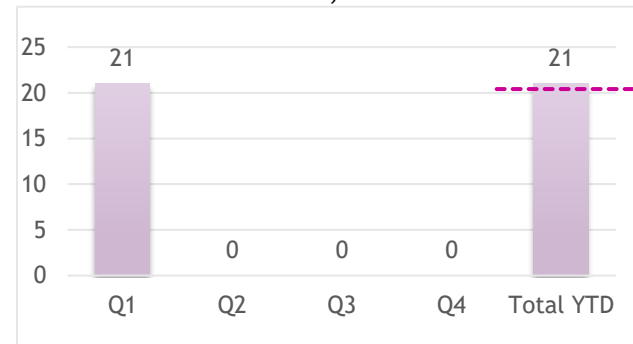


## 245

### Total Contacts with Landlords and Property Managers



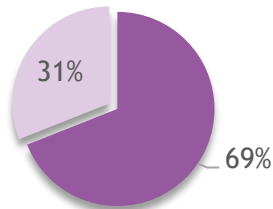
Number of Applications Completed for Class Members to Landlords for Units, YTD



## 9

### NON-SUPPORTIVE LIVING FACILITY UNITS PASSED INSPECTION

- Passed Inspection
- Did Not Pass Inspection



## 19

### REFERRALS RECEIVED FOR CLASS MEMBERS



## 54

### HOUSING VISITS MADE WITH CLASS MEMBERS





# Community Reintegration: Stepping Stones

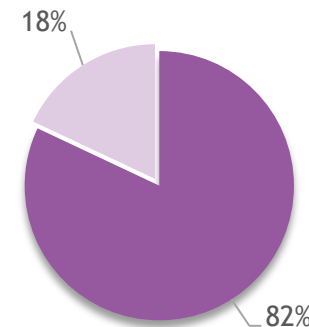
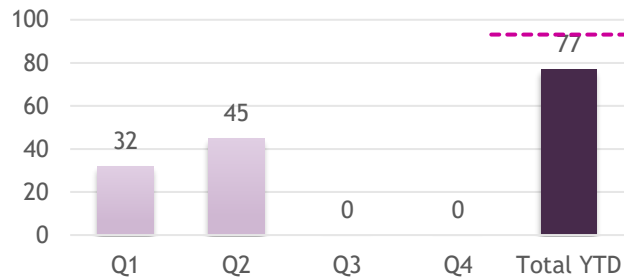
**45**  
Stepping Stones Participants



**37**  
Participants Graduated



Number of Participants Attending Trainings, by Quarter and YTD



■ % Graduated    ■ % Did Not Graduate

**6**

6-WEEK LONG TRAINING SESSIONS



**3**

SUPPORT GROUPS FOR CONSUMERS WHO TRANSITIONED TO COMMUNITY

Access Living Provided 1:1 Mentoring to

**2**

consumers who moved out of nursing facilities

**=**

**4%**

of all Stepping Stone Participants



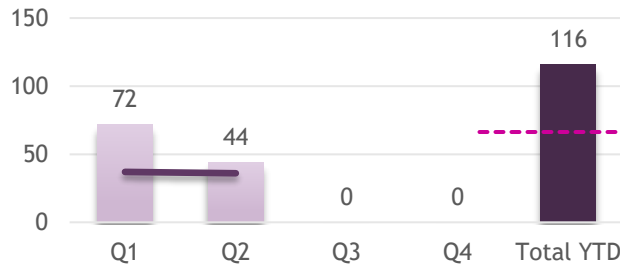
# Community Supports: Housing Counseling

44

Individuals Provided Housing Counseling

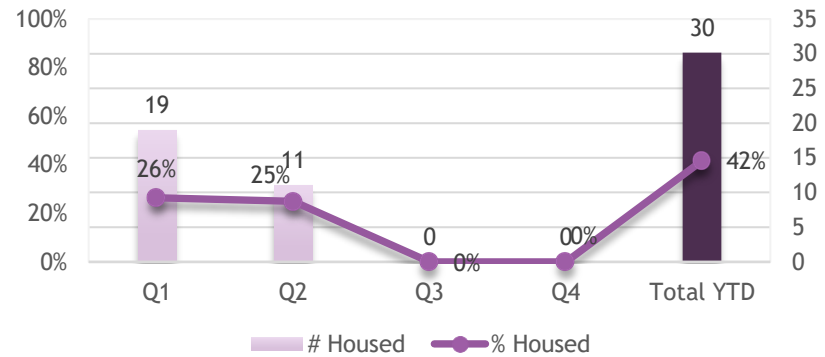


Number Counseled, by Quarter and YTD



25%

of Individuals Who Received Housing Counseling were Subsequently Housed



60

REFERRALS TO ACCESS LIVING FAMILY HOUSING CHOICE VOUCHER



## Percentage of Counseled Individuals Who Receive:

Education, financial, fair housing, or accessibility rights information/services

86%

Resources to improve housing situation

32%



Improved housing situation

25%





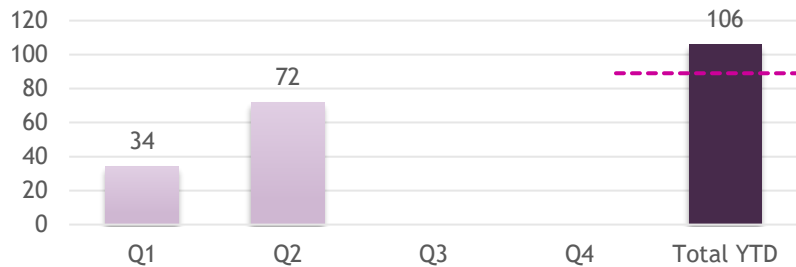
# Community Supports: Personal Assistant Program

72

Personal Assistants Recruited & Trained



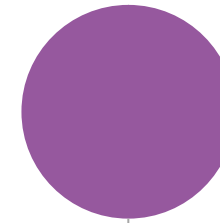
Number of New PA Participants, by Quarter and YTD



72

Participants Successfully Completed Orientation and are in P.A. Databank

0%



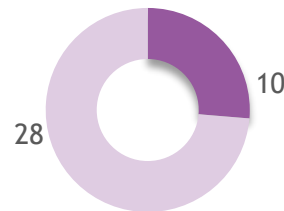
100%

■ % Successfully Completed ■ % Did Not Complete

38

PERSONAL ASSISTANT TRAININGS HOSTED

- # Trainings Hosted at Access Living
- # Trainings Hosted outside of Access Living



Reach and Impact of P.A. Program

10

Community Outreach Contacts for P.A. Program

73%

Access Living Consumers that Acquired P.A. from Databank

0%

Access Living Consumers that Increased P.A. Management Skills





# Community Supports: Financial Stability Program

## 11

### Graduates of the Financial Stability Program

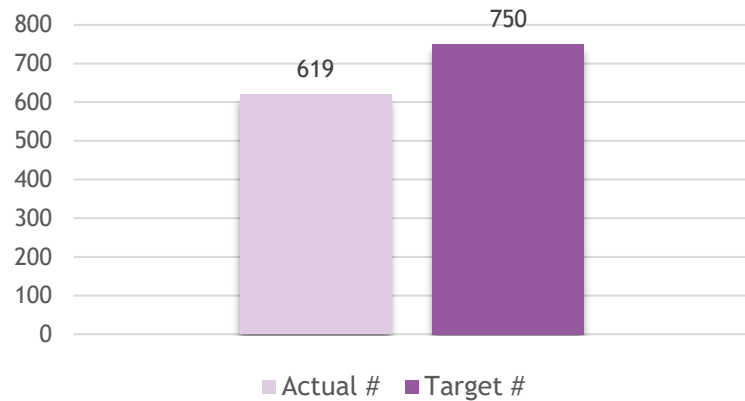


<u>Supports</u>		<u>Consumer Feedback</u>
<p><b>14</b></p> <p>PARTICIPANTS ATTENDED FINANCIAL STABILITY PROGRAM</p>	<p><b>14</b></p> <p>PARTICIPANTS PROVIDED 1:1 SUPPORT</p>	<p>“I think the financial class is very helpful because it makes you more aware of being able to manage your money and also learn how to build your credit. Also teaches you the dos and don’ts on using money and building and repairing credit scores. Carleda’s teaching style is very effective.”</p>
<p><b>14</b></p> <p>PARTICIPANTS PROVIDED A REVIEW OF CREDIT HISTORY</p>	<p><b>14</b></p> <p>PARTICIPANTS SCREENED FOR BENEFITS ELIGIBILITY</p>	<p>“I feel this class was very beneficial it is definitely a class that I will recommend to other people with disabilities and without disabilities. Ms. Johnson and her volunteers were very helpful and kind, they were very attentive to the class needs and level of experience, I give this class an A+.”</p>

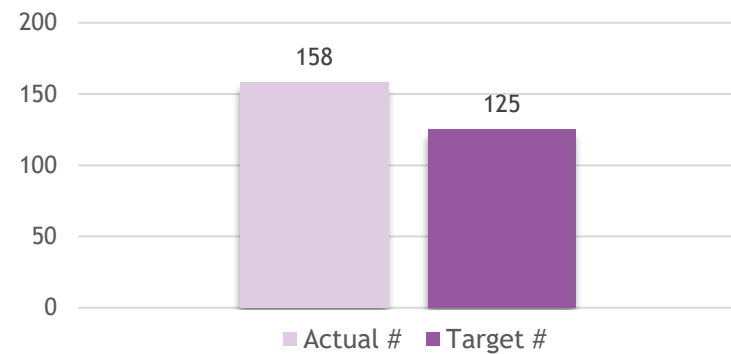


# Community Supports: Information & Referrals and MOPD

### Number of Consumers Referred to Disability-Specific Information

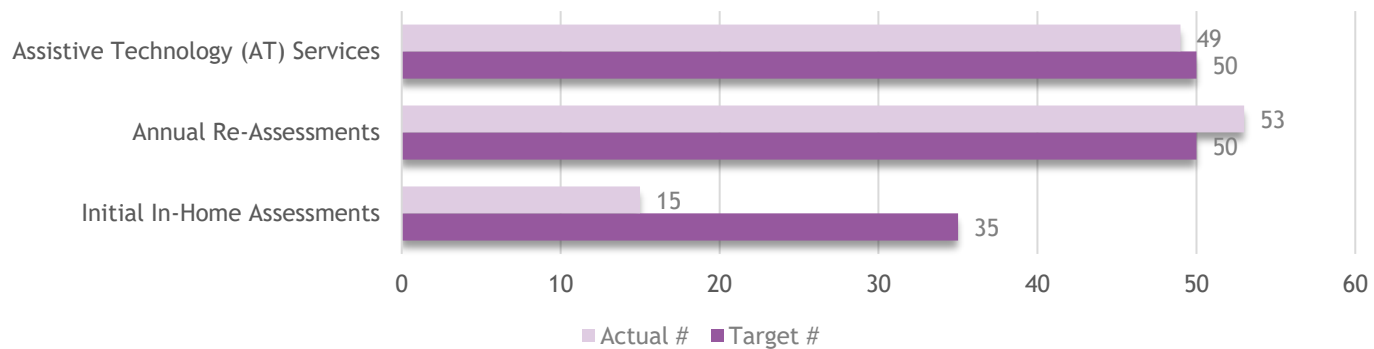


### Number of Consumers who Receive Accessible Materials about Housing Information, as it Relates to Access Living Programs



## MOPD Supports

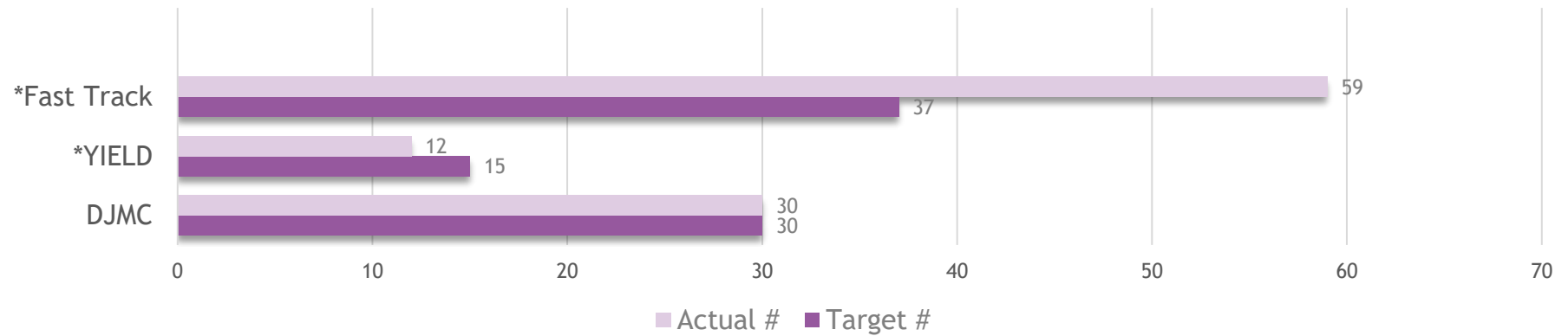
### Number of Supports Provided, YTD






# Youth and Employment Institute

101 Youth Participants this quarter



DJMC	YIELD	FAST TRACK
<p><b>93%</b> of youth report at least two non-parent adults they trust</p>  <p><b>86%</b> of mentees increase their ability to disclose disability</p>	<p><b>50%</b> of trained youth learned about disability awareness, IL philosophy and the disability movement</p>	<p><b>71%</b> of FAST TRACK students report experiencing change by increased awareness in one or more areas: job exploration counseling, Work based Learning, Counseling on Post-Secondary, Workplace Readiness, and/or Self-Advocacy</p>

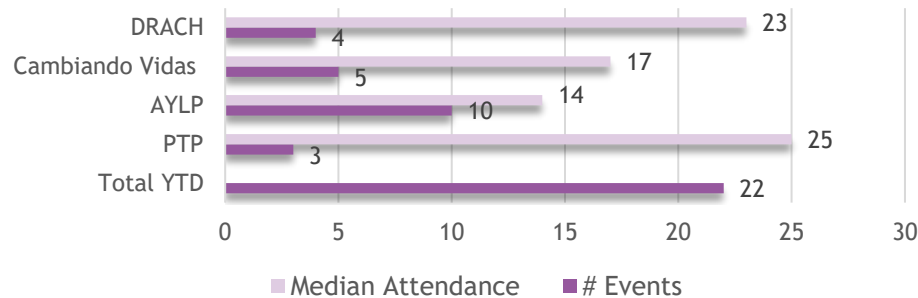


# Community Organizing and Policy

21

## Community Organizing Meetings

Number of Events and Median Attendance, YTD



## Key Campaign Activities and Wins

The Disability & Incarceration White Paper was published on December 4th, 2019. Access Living hosted a launch event. The paper has been covered by 2 news sources.

### Education Policy

- ISBE amended the emergency rules on seclusion based on the feedback from AL and other advocates.

### Transit Policy

- Suggested edits to USDOT's definition of "Complete Trip" to include spontaneous and equivalent service for wheelchair users.

### Health Access Policy

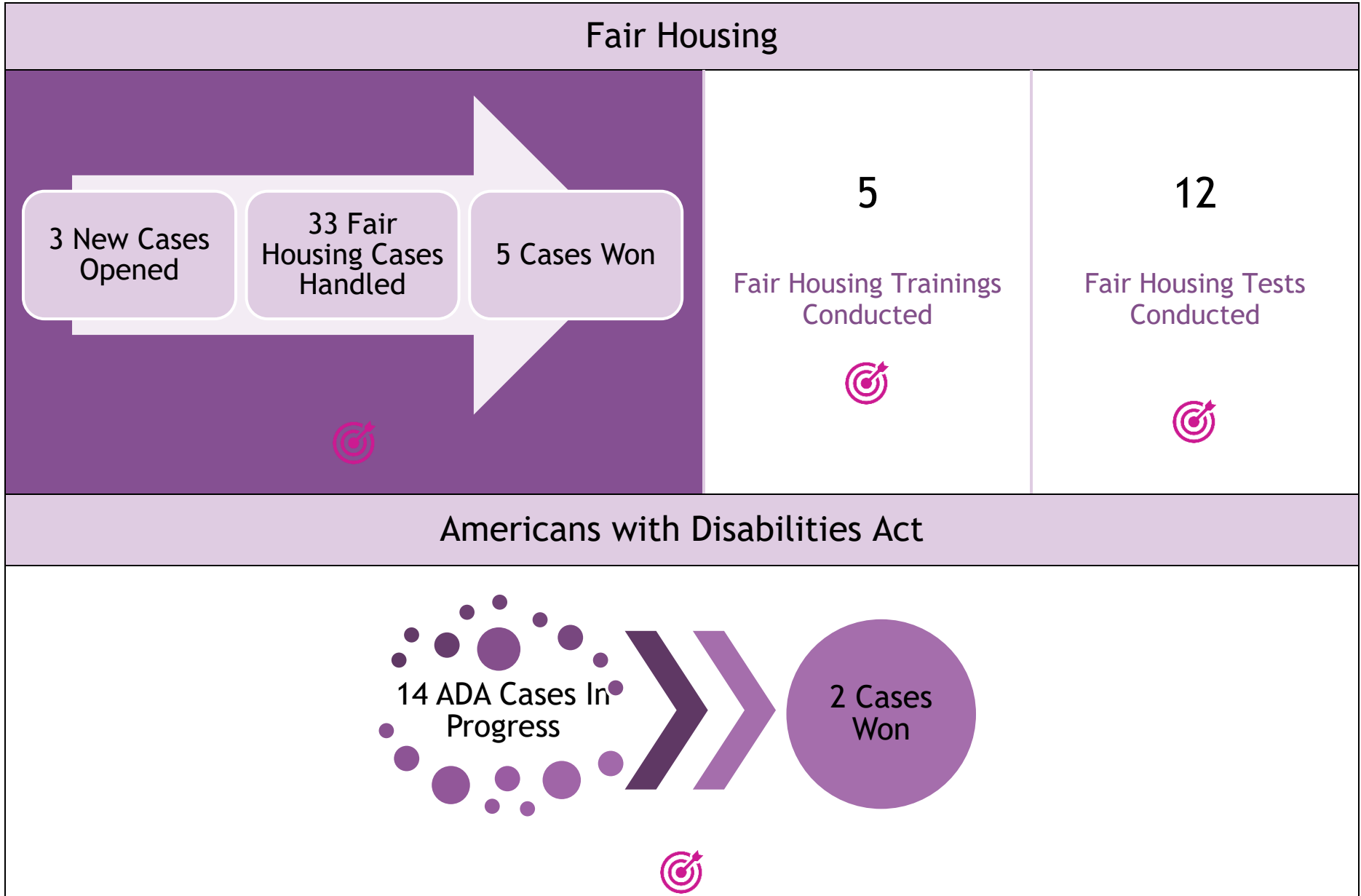
- As a member of POCIL we contribute to developing the advocacy agenda for the creation and passage of legislation intended to improve access to affordable prescription drugs in IL. Our advocacy led to the passage of Senate Bill 667 which caps the cost of Insulin.

### Housing & Employment Policy

- After much negotiation, Just Housing rules passed that included important disability language and the most crucial protections for justice-involved people seeking housing. City budget included phase-out of subminimum wage for disabled workers.



# Civil Rights





# Public Awareness and Outreach

6

Disability Inclusion Training Workshops & Speaking Engagements



## TOP SOCIAL MEDIA POSTS

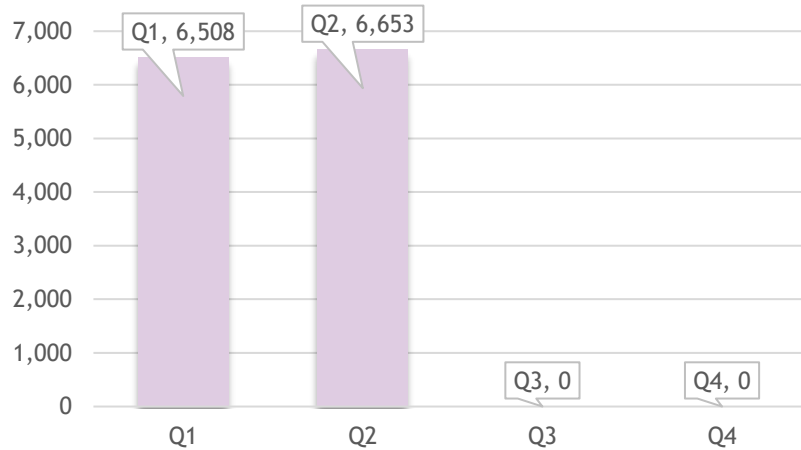


Access Living @AccessLiving · Nov 26, 2019

In a huge win for workers with disabilities, Chicago passes provision that will phase out the use of sub-minimum wage over the next four years: [buff.ly/2qBOWAF](https://buff.ly/2qBOWAF)



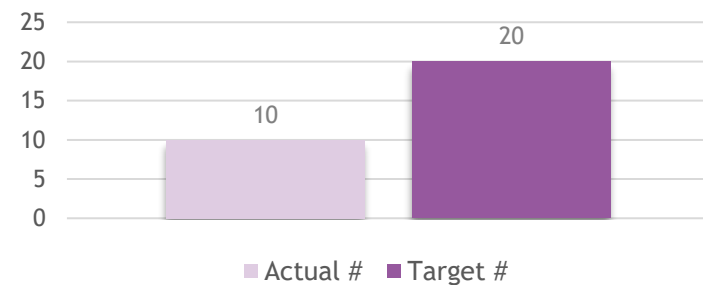
6,508 Facebook "Likes", YTD



5,647

TWITTER FOLLOWERS

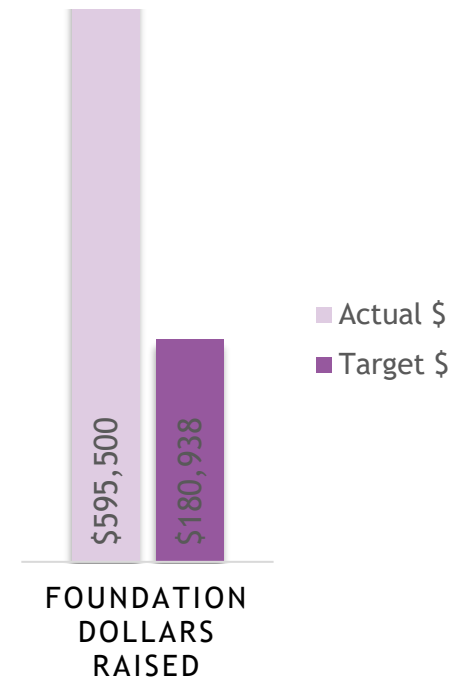
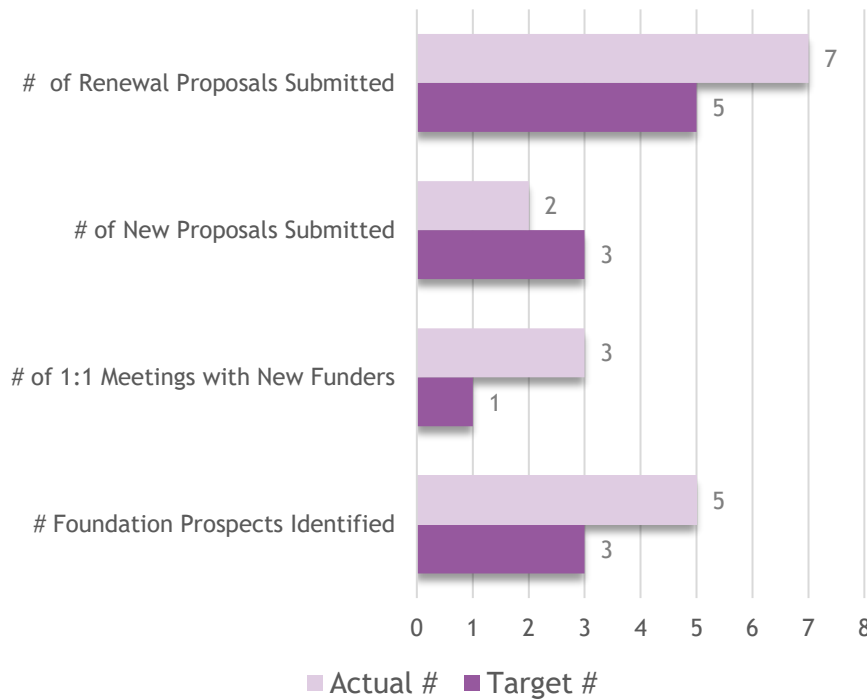
## Number of Media Placements





# Development

## FUNDER RELATIONSHIPS AND PROPOSALS



## Major Gifts Progress

The Major Gifts Campaign is complete!!!



# Administrative: Finance

## Balance Sheet Financial Metrics

<b>Liquidity Ratio</b>	59.6	
<b>Operations Reserve</b>	\$4,514,000	
<b>Assets, %</b>		
Bank Accounts	45%	
Accounts Receivable	20%	
Other Current Assets	0%	
Fixed Assets	34%	
<b>Liabilities, %</b>		
Accounts Payable	3%	
Other Current Liabilities	97%	

## Year over Year

**\*162%**

REVENUE GROWTH

\*This percentage relates in part to timing and major gifts receipts, and is not the expected trend for the year.

**1%**

EXPENSE GROWTH







# Administrative: Human Resources

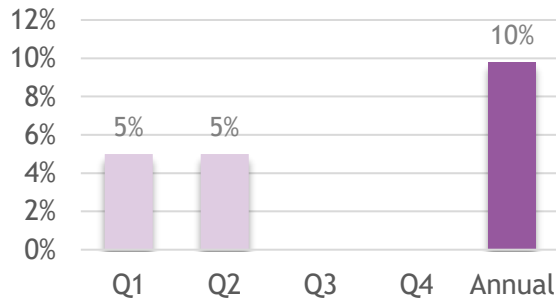
**9.8%**  
Annual Employee Turnover Rate

**98%**  
Annual Employee Retention Rate

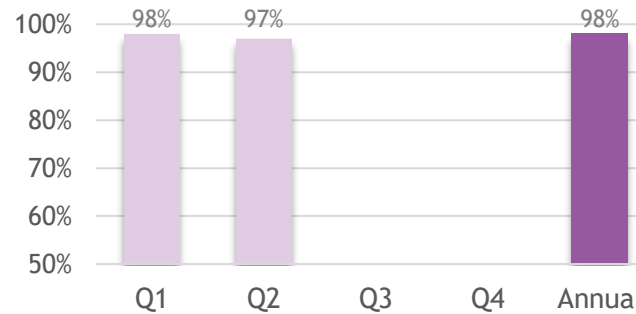


**88**  
AVERAGE DAYS TO HIRE

Turnover Rate, by Quarter and Annually



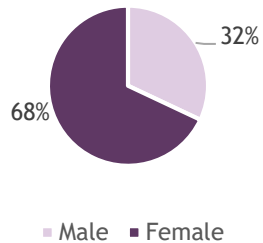
Retention Rate, by Quarter and Annually



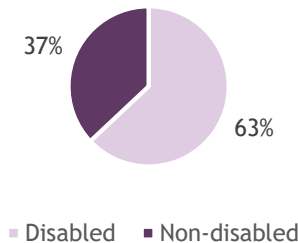
**66%**  
ELIGIBLE EMPLOYEES PARTICIPATE IN ACCESS LIVING'S 403(B) PLAN

## Employee Diversity, Equity, and Inclusion

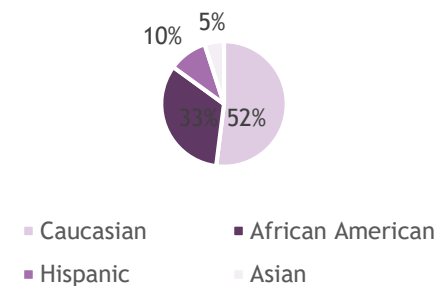
Gender



Disability



Race



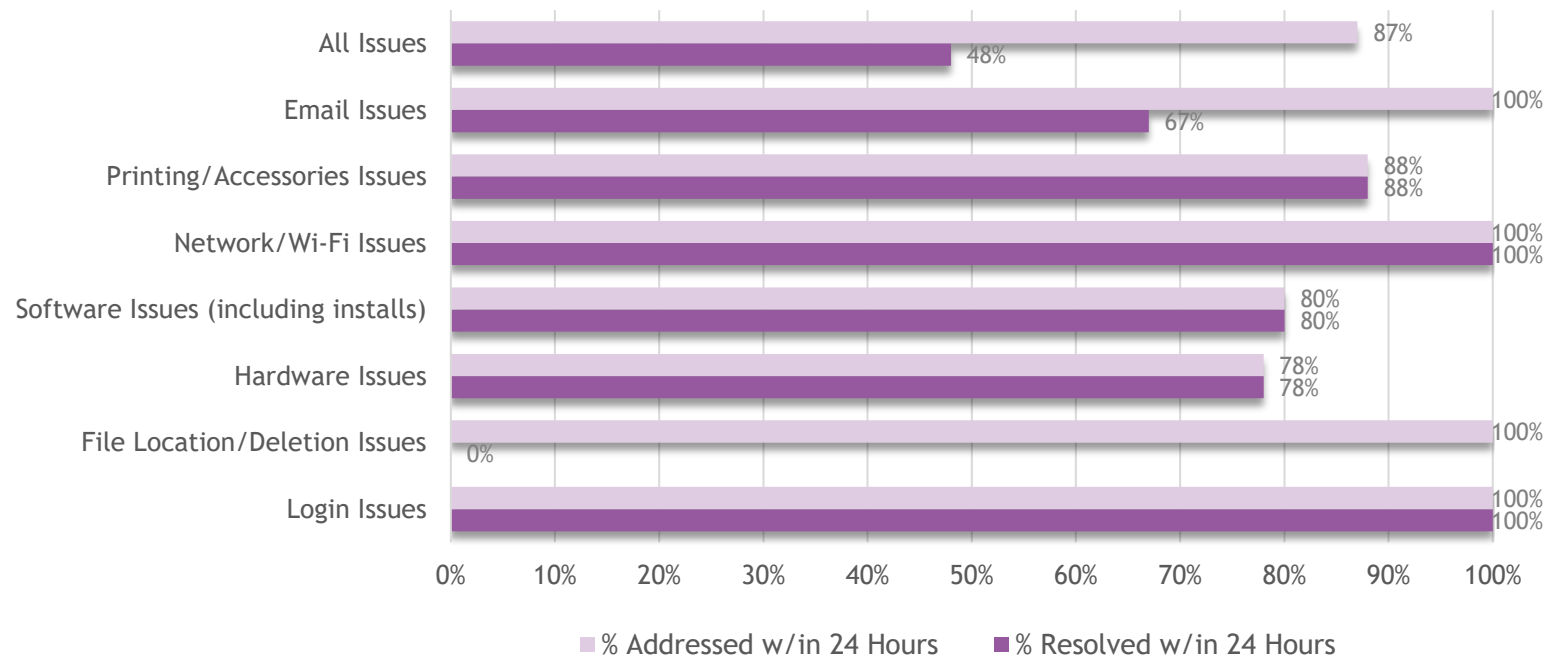


## Administrative: IT Services

572

IT System Support Requests Generated

Percentage of Requests Addressed and Resolved within 24 Hours





## Administrative: Building Management



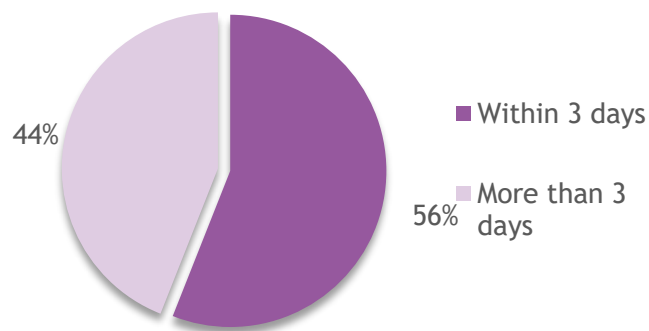
95%

Work Orders Addressed within 24 Hours

7.5

Average #of Days to Resolution of Work Orders

Resolution of Maintenance Issues



One of the country's first buildings to fully integrate  
**Universal + Green Design**  
 as a model of accessibility and sustainability

ACCESS LIVING'S HEADQUARTERS  
 ANNUAL BUILDING QUALITY ASSESSMENT

The environment can safely and comfortably accommodate the various activities offered and staffing needs.	✓
The environment provides adequate and convenient storage space for equipment, materials, and personal possessions of staff and visitors.	✓
The building adheres to the Americans with Disabilities Act (ADA) standards for accessibility.	✓
Air quality is maximized by incorporating high amount of outside air throughout HVAC system.	✓
The building is free of violations.	✓
Furniture is in good condition.	✓
Carpet is in good condition.	✓
Emergency generator has been tested.	✓



**2020 Officer Slate**

Chair – John Schmidt

Vice-Chair – Tuyet Le

Treasurer – Kent Klaus

Secretary – Felicia Rauls



## Communications Update January 2020

### Media

- Our CEO announcement was picked up by Crain's, the Chicago Tribune, Yahoo Finance, P&T Community, The Daily Herald and a number of PR Newswire sites, in addition to a breaking news announcement on WBEZ. Karen Tamley was interviewed by WBEZ's Carrie Shepard, and we are now working with media outlets to arrange meet-and-greets and on-camera interviews to take place after Karen's start date so that she has the opportunity to discuss her vision for Access Living and the disability community. Here are the coverage highlights: <https://share.coveragebook.com/b/15885034816bb975>
- Our story about Amtrak charging two of our staff members who use wheelchairs \$25,000 for tickets garnered national coverage from NPR, The Washington Post, The New York Times, CNN, USA Today, ABC, NBC and more. Take a look at the coverage: <https://share.coveragebook.com/b/ee6a574fb3437201>
- We got coverage on a number of other issues we're working on in late December early January, including the case of a family who wants to make accessibility modifications to their home in Old Town, and the importance of emotional support animals. We were also well represented at the Chicago Women's March, and our "Nothing About Us Without Us" signs were prominent in all local news coverage of the march. Our group was interviewed by The Chicago Tribune and did a Facebook live interview with march organizers. Take a look:
  - Q2 additional media coverage: <https://share.coveragebook.com/b/0418e5baad1d76b6>
  - Q3 additional media coverage: <https://share.coveragebook.com/b/15885034816bb975>

### 40th Anniversary

- Access Living received a \$100,000 grant from The Ford Foundation for our archiving and video history project — \$50,000 to be paid this year and \$50,000 to be paid next year. Initial work on the archiving project is underway.
- We're in preliminary discussions with the Chicago History Museum about an exhibit that would feature Access Living's and Marca's role in advancing the disability rights movement.



## Development Report

**Access Living Board Meeting – 2.5.2020**

**RDC Chair: Kristin Weaver / RDC Vice Chair: Jennifer Brown**

Happy New Year everyone!

### **Major Gifts Campaign**

**First, let's all take a moment to celebrate!** The year end gift from our Anonymous East Coast donor came in and we have now met our \$10M goal! This is a huge accomplishment and one that we should all be enormously proud of!

So, we are now transitioning to our 2<sup>nd</sup> phase... the Legacy Campaign.

### **Marca Bristo Legacy Campaign**

Our Marca Bristo Legacy Campaign for the endowed chair has some great forward momentum. We secured a \$500K 2:1 matching gift and we're submitting a request for a \$2 million gift to a longtime (and Anonymous) supporter in February.

### **2020 "Lead On!" Gala**

- Our Gala planning is in full gear! We've created a new Sponsorship Packet and Form (**see attached PDFs**), we're making calls to our longtime corporate supporters, and we're putting the finishing touches on our corporate mailing from our Corporate Chair, Mike O'Grady of Northern Trust.
- As of January 24, we have secured commitments for \$105,000. Our budgeted goal is \$750,000, and our stretch goal is \$1M (so we're 10.5% of the way to our stretch goal!) To date: \$50K Northern Trust (*thanks Kristin!*), \$25K BCBS, \$25K Exelon and \$5K EY (*thanks Kurt!*)
- BIG NEWS! We are truly fortunate to have secured John McCarter as our Gala Host Committee Chair. (*Thanks John Schmidt for making the ask!*) John McCarter is the past president and CEO of the Field Museum. He's extremely well-respected and is exceedingly well connected to many civic individuals throughout the Chicagoland area. *He even has his own [Wikipedia page!](#)* We are meeting with John and his wife Judy on February 4.



## Development Report

### Access Living Board Meeting – 2.5.2020

Page Two

#### **2020 “Lead On!” Gala (continued)**

- We are hopeful that all Board Members will join our Host Committee! The minimum request amount is \$5,000 - give or get (i.e, one table is \$5K). *Please note that this is above and beyond your sponsorship commitments.*
- Please make sure to speak with Barbara Khalouf (*pronounced kay-loff*) about your own stretch goals - *individual and/or corporate*. We are asking everyone to work with us to help make this gala one that would make Marca proud!
- *UPDATE: We recently learned that President Obama is unable to attend this year’s gala. Conversations are underway to create an exciting Gala program.*

#### **Board Giving**

**Question:** Have you made your FY2019-2020 Board gift yet?  
*A big thank you to everyone who has!*

- 100% board participation is crucial. Board members, as the legal stewards of the organization, lead by example. The impact of board member’s participation goes well beyond the individual donations themselves.
- ***Did you know?*** Many foundations only contribute to organizations where every board member is a contributor.

#### **Thank-a-thon Week**

Stay tuned for the Valentine’s Day holiday week, or as we are now referring to it...

**Thank-a-thon Week.** Stewardship is extremely important, and we thought that this would be a great time to let our donors know how much we appreciate them! Development and Communications are working together on a social media & email campaign.

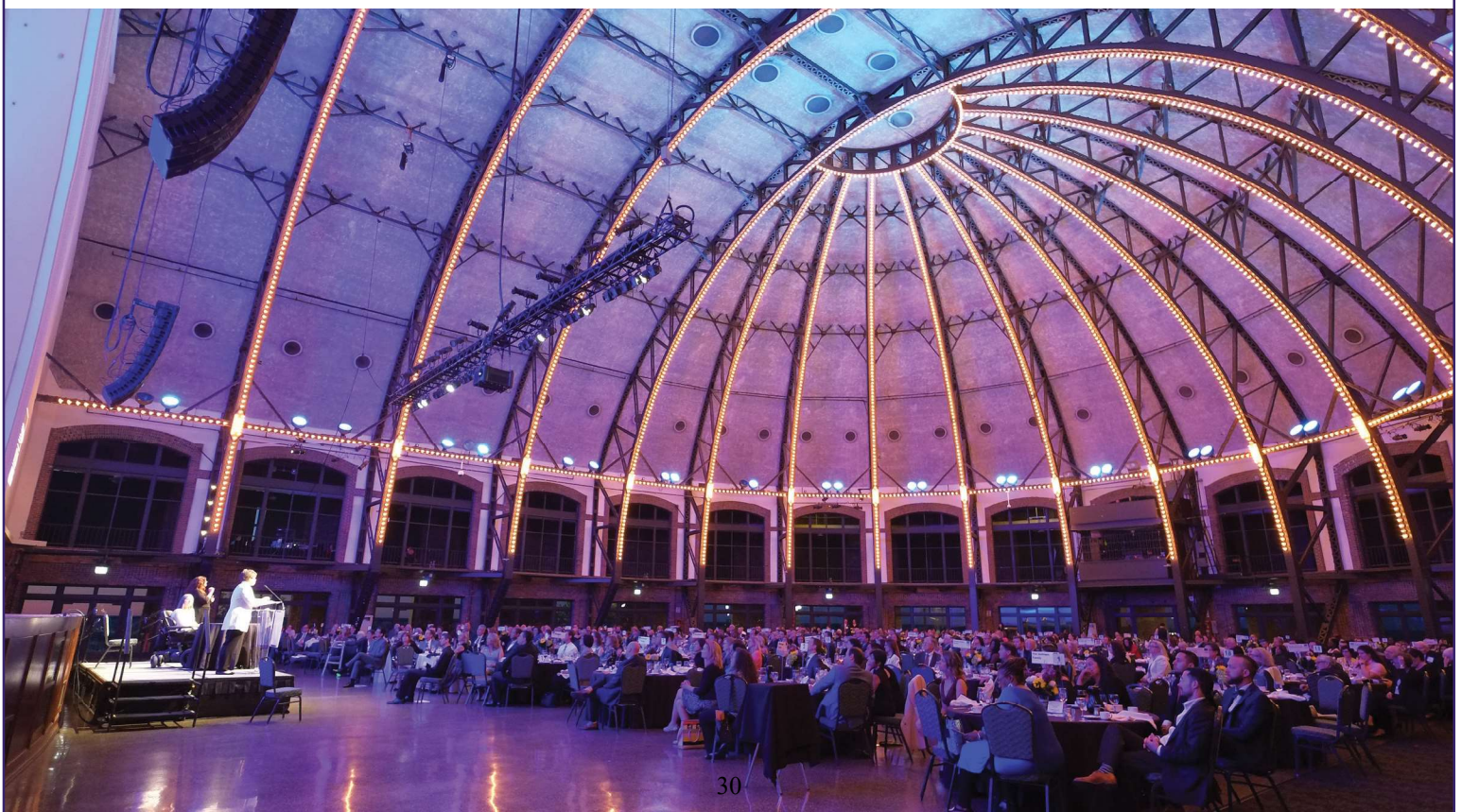


# 2020 **Lead On!** Gala



WEDNESDAY, JUNE 24, 2020  
Aon Grand Ballroom at Navy Pier

Celebrating  
40 years of Access Living  
*and Honoring the Life & Legacy of*  
**Marca Bristo**





## WHO IS THE CORPORATE GALA CHAIR?

Michael O'Grady  
Chairman, President and Chief Executive Officer  
Northern Trust Corporation



## WHY SHOULD MY COMPANY SPONSOR THE LEAD ON! GALA?

In addition to the marketing, branding and visibility benefits, your sponsorship of the **Lead On!** Gala will:

- Contribute to the most powerful agent of change addressing problems facing people with disabilities.
- Enhance market awareness of your company's social philanthropic objectives.
- Demonstrate your support for the lives of people with disabilities.
- Create and/or strengthen your positive and caring corporate image and culture.
- Help your employees better understand issues relating to people with disabilities.
- Connect deeper to your customer base with this investment. The majority of Chicagoans are connected to a person with a disability and want that person to have more access to support.

## ACCESS LIVING IS A LOCAL, NATIONAL & INTERNATIONALLY RECOGNIZED DISABILITY JUSTICE ORGANIZATION!

Access Living ignites the power and pride of people with disabilities, provides critical services, and breaks down systemic barriers to create a more inclusive, and therefore much stronger, society. We envision a world free from barriers and discrimination where disability is respected as a natural part of the human experience and people with disabilities are included and valued.

This is a pivotal time — across our country and the world — where our hard-fought disability rights victories are under threat and must be protected. Since 1980, we've challenged disability stereotypes, protected civil rights, and championed social reforms, while earning international recognition as a leading force in the disability community. Our next 40+ years promise to be full of ongoing, high-impact and cutting edge work, but in order to grow and maintain our services and programs — the involvement of friends like you is essential.



## EVENT SCHEDULE

- 5:30 PM Reception
  - 6:30 PM Dinner, Program & Live Auction
  - 9:30 PM Navy Pier fireworks display
- Business Attire*

(L-R) 2019 Award Honorees, Kenneth Roth, Executive Director, Human Rights Watch and Darren Walker, President, Ford Foundation, with Access Living Board Chair, Andrés Gallegos.

# Lead On! Gala Sponsorship Opportunities

	Legacy SPONSOR \$100,000	Anniversary SPONSOR \$50,000	Visionary SPONSOR \$25,000	Leadership SPONSOR \$10,000
<b>Corporate Exposure at Event</b>				
Corporate recognition from the stage at event (more than 500 attendees)	●			
Table for eight guests (reserved seating)	2 TABLES	2 TABLES	1 TABLE	1 TABLE
<b>Event Signage</b>				
Recognition on event signage throughout the guest experience - welcome, reception, digital program book	LOGO	LOGO	LOGO	NAME
<b>Website &amp; Social Media Recognition</b>				
Recognition on website home page with hyperlink	LOGO			
Recognition on website event page with hyperlink	LOGO	LOGO	LOGO	NAME
Company profile highlighted on Access Living website	●	●		
Recognition on social media platform	●	●	●	
<b>Print and Media Recognition</b>				
Recognition on event invitation (print version)	LOGO	LOGO	LOGO	
Recognition on event invitation (email version)	LOGO	LOGO	LOGO	
Recognition in event program	LOGO	LOGO	LOGO	NAME
Corporate name in press release(s)	PRE & POST	PRE & POST	POST	
Listing in 2020 Annual Report	LOGO	LOGO	LOGO	NAME
<b>Disability Inclusion Institute</b>				
Corporate partner training for up to 10 people at Access Living	●	●	●	
Private training for up to 20 people at corporate office	●	●		
Customized consulting services	●			
<b>Additional Benefit</b>				
Experience Access Living's work with a private tour and lunch for 20 at Access Living. Meet with staff and learn what they do to strengthen and build the rights of people with disabilities.	●	●		

Additional opportunities include:

**Hospitality**  
SPONSOR  
\$60,000

Help us cover the most significant costs of the **Lead On!** Gala. Your company will be recognized at each table with your logo, as well as other great benefits.

**Accessibility**  
SPONSOR  
\$40,000

Partner with us to host one of the city's most inclusive and accessible events.

**Reception**  
SPONSOR  
\$7,500

Be the first sponsor guests see as they walk into the ballroom.

“The things we advocate for are not just for a marginal group of people, they’re for society as a whole. Disability affects all of us.”

**Marca Bristo**, Access Living’s Founding CEO  
JUNE 23, 1953 – SEPTEMBER 8, 2019



[www.AccessLiving.org](http://www.AccessLiving.org) | 115 West Chicago Avenue | Chicago, IL 60654



# Marca Bristo “Lead On!” 2020 Gala

WEDNESDAY, JUNE 24, 2020  
Aon Grand Ballroom at Navy Pier



5:30 PM RECEPTION | 6:30 PM DINNER | BUSINESS ATTIRE

CORPORATE CHAIR: **MICHAEL O'GRADY**, NORTHERN TRUST CORPORATION

Yes, I will attend the **Marca Bristo “Lead On!” 2020 Gala**. Please reserve the following:

- |   |  |
|---|--|
| <input type="radio"/> <b>Legacy Sponsor</b> – \$100,000     | <input type="radio"/> <b>Exclusive Sponsor</b>           |
| <input type="radio"/> <b>Anniversary Sponsor</b> – \$50,000 | <input type="radio"/> Hospitality – \$60,000             |
| <input type="radio"/> <b>Visionary Sponsor</b> – \$25,000   | <input type="radio"/> Accessibility – \$40,000           |
| <input type="radio"/> <b>Leadership Sponsor</b> – \$10,000  | <input type="radio"/> Reception – \$7,500                |
|   | <input type="radio"/> <b>Table Reservation</b> – \$5,000 |

Please reserve \_\_\_\_\_ individual tickets for me. (\$500 per ticket)

I am unable to attend, but would like to contribute \$\_\_\_\_\_ to Access Living.

SIGNATURE \_\_\_\_\_

*(By signing, I commit to pay the indicated amount)*

NAME \_\_\_\_\_ TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY / STATE / ZIP \_\_\_\_\_

PHONE \_\_\_\_\_  CELL  WORK EMAIL \_\_\_\_\_

CONTACT NAME FOR QUESTIONS / SEATING \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

How should we list your contribution in printed materials?

Example: *John Doe, XYZ Company* \_\_\_\_\_

Contributions payable to: **Access Living**

Please remit to: **Access Living (Attn: 2020 Gala), 115 West Chicago Avenue, Chicago, IL 60654**

For more information about Access Living or the event, please contact  
Director of Development Barbara Khalouf at 312-640-2198 or email [BKhalouf@AccessLiving.org](mailto:BKhalouf@AccessLiving.org).  
For further event information, visit our website at [www.AccessLiving.org](http://www.AccessLiving.org).

Access Living is a 501(c)(3) organization and contributions are deductible as provided by law. Tax I.D. Number 36-3310774

**MEMORANDUM**

**TO:** Access Living Board of Directors  
**FROM:** Amber Smock, Director of Advocacy  
**RE:** State and federal Advocacy Outlook Update  
**DATE:** January 27, 2020

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**State Level****Contract lobbyist status**

Our contract lobbyist, Dave Lowitzki of Lowitzki Consulting LLC, has renewed his contract with Access Living for the next year at a reduced rate and capacity; he has also signed a contract with the Illinois Network of Centers for independent Living (INCIL) which will allow the work he was doing exclusively for Access Living to continue. For Access Living, Dave will be our eyes and ears in Springfield as well as work on a few key bills. For INCIL, Dave will press for funding for network services as well as coach the new Executive Director on Springfield advocacy. We are pleased to be able to continue our work with Dave.

**Building our statewide network strength**

On January 22, the Advocacy Department staff traveled to Bloomington-Normal (on Amtrak!) for the annual statewide retreat for the Advocacy Committee of INCIL. INCIL's new Executive Director, John Herring, led us through discussions focused on building the strength of the 22 CILs as a statewide force. Dave Lowitzki joined us to help talk through key issues. We were also able to do a mini action focused on Amtrak with three press outlets present, for a little hands-on work.

As a network, we decided to focus our Springfield advocacy energy on a legislative breakfast on March 4, from 8 am to 10 am in the Stratton cafeteria in the Capitol complex. This will be an informal event where advocates and legislators can mingle and share about issues that are important to our communities. If this is something you would like to participate in, please contact me at [asmock@accessliving.org](mailto:asmock@accessliving.org) ASAP.

In addition, we agreed that our network will also support the annual Going Home rally day on May 14, which is a day led by self-advocates with intellectual/developmental disabilities. The Going Home Coalition focuses on community integration and ending institutionalization of people with disabilities. Access Living has been part of this coalition since the early 2000s. Board members are also welcome to join us at the May 14 rally in Springfield; again, if you are interested, please contact me at [asmock@accessliving.org](mailto:asmock@accessliving.org) as soon as possible.

**Key areas of state level advocacy for Spring 2020**

The Illinois legislature will go into session later this month. At the state level, Access Living's spring advocacy priorities look to include:



- Introduction of Access Living’s updated version of a bill to develop non-police emergency response options for people with disabilities in crisis (known as the Community Emergency Supports and Services Act, CESSA) which will be introduced by Senator Robert Peters and Representative Kelly Cassidy
- Introduction of a bill to create a Taskforce to increase accessibility at our State Capitol, as well as to establish a clear process for the public to request reasonable accommodations to visit the Capitol and/or legislative public meetings
- 3day draft IEP law (PA101-0515) revision; heavy negotiation expected; this revision will be the main legislative agenda in our education work. This effort aims to get draft Individualized Education Plans (IEPs) in the hands of parents of students with disabilities BEFORE an IEP meeting occurs. Typically, parents do not see the draft IEP until they are literally in an IEP meeting and often outnumbered by school staff.
- Monitor the seclusion and restraint bills (HB 3975 & SB 2315); if needed, take action.
- Support for bills to improve access to affordable prescription drugs
- Support for immigration efforts that would improve the lives of people with disabilities
- This list is subject to additions and changes as the legislative session progresses.

Dave will also be working with INCIL to spearhead the following:

- Support of increased state funding for Centers for Independent Living, \$3 million over the baseline of \$4,296,500 which has been the same for over a decade
- Inclusion of \$5 million in the state’s Home Services Program for a statewide home modifications program to be administered by INCIL (Access Living staffer Adam Ballard is a co-lead on this effort in the INCIL network)

We hope to get info about the above to a range of legislators through our March 4 legislative breakfast with INCIL. We will also likely send small teams to the Capitol on three key committee deadline weeks to support our bills.

### **Key areas of federal level advocacy for Spring 2020**

Currently, we are seeing a range of offensive and defensive opportunities to work with national partners and build the national organizing base.

#### *Defensive opportunities*

- Push back against potential changes to SSI eligibility procedures, which could strip thousands of needed supports
- Push back against a potential rollout of the use of block grants in Medicaid
- Defend the federal Medicaid Home and Community Based Settings Rule

*Offensive opportunities*

- Revamped approach on the Disability Integration Act, possibly piecemeal
- Reauthorization/permanent authorization of Money Follows the Person (MFP) which funds the transition of people with disabilities out of institutions and into the community
- Introduction of the Home and Community Based Services (HCBS) Infrastructure Act
- Support for the disability/disaster bills REAADI (disaster prep) and DRMA (Medicaid support in disaster areas)
- Support for the Transformation to Competitive Employment Act (phasing out the subminimum wage; incentivizing a shift in provider models)
- Formation of a disability office inside the U.S. Department of State

**We also have our eye on longer range advocacy needs.** Depending on how the November 2020 election goes, nationwide we will be in a position of either needing to build even greater defense mechanisms against the extension of current attacks, or we will need to be part of a significant transition effort. It is essential to use the time between now and the election to strengthen statewide networks and empower advocates to advance disability rights effectively and with community engagement. Access Living is in dialogue with national partners to optimize this window of community building.

**CONFIDENTIAL AND PRIVILEGED: DO NOT DISTRIBUTE****MEMORANDUM**

**TO:** Access Living Board of Directors

**FROM:** Ken Walden, Charles Petrof, and Mary Rosenberg

**RE:** Update on Uber case, City of Chicago case (Affordable Rental Housing Program) case, City of Chicago case (Emergency Shelters), CPS case, and **NEW** Deakin case

**DATE:** January 15, 2020

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**Uber – Federal Court**

On December 9, 2019, the 7<sup>th</sup> Circuit Court of Appeals heard oral argument on our appeal. We appealed the lower court's decision denying our Motion (request) for Leave (an opportunity) to Amend our Complaint to address the judge's previous ruling that Access Living, as an organization, and Rahnee Patrick, as an individual, could not be plaintiffs in the case.

Both sides were given 20 minutes to argue, a substantial amount of time in the 7<sup>th</sup> Circuit. The three judge panel consisted of Judges Rovner, Easterbrook and Scudder. Questioning was sharp on both sides, but it is probably dangerous to assume too much about the outcome from the questions. We now wait for the panel to issue its written decision.

**City of Chicago (Affordable Rental Housing Program) – Federal Court**

As reported previously, the parties have moved into the discovery phase of litigation, which is the sharing of information with each side via formal written requests for information and interviews with potential witnesses.

District Court Judge Dow referred the parties to Magistrate Judge Cole for help resolving discovery disputes. We have been before Judge Cole a handful of times, but became concerned that he was defining the scope of discovery in a manner inconsistent with Judge Dow's directives. Accordingly, we filed with Judge Dow a motion to define the scope of discovery to help get everyone on the same page about the scope. The motion will be considered and a hearing set after Judge Dow considers the papers filed on this issue.

**City of Chicago (Housing Shelters) – Federal Court**

We settled our lawsuit alleging plaintiff Laura Martin was denied access to City of Chicago homeless shelters because the shelters are inaccessible in violation of Title II of the ADA. The settlement provides monetary damages to Ms. Martin and reserved for later the question of the appropriate amount of attorneys' fees for plaintiff's lawyers. Since our last report, led by the law firm Porter Wright, which has worked on this case *pro bono*, we have been negotiating the



amount of attorneys' fees with the City. If negotiations are not successful, Judge Gettleman will award the amount of fees he believes is appropriate.

Because this case settled without an order requiring the City to address the accessibility of its shelters, our partners at Coalition for the Homeless and the advocates in DRACH are working to identify other homeless individuals currently being turned away from the City shelters because of their disability.

### **Chicago Public Schools – Federal Court**

We represent a CPS primary school student and her mother in their demand for installation of an elevator in the student's school, which the student needs in order to make the school accessible to her.

On December 17, 2019, we completed briefing on our motion for summary judgment. Our motion argues that CPS violated the ADA in two separate ways. First, we argue the CPS school selection process discriminates against students with disabilities because only half of the schools available through that process are physically accessible, giving students with disabilities half the choices enjoyed by students without disabilities. Second, we argue CPS should be required to accommodate our client's disability because installing an elevator at one of its schools would not fundamentally alter CPS's activities. In furtherance of this second argument, we stress that for a district the size of CPS, the cost of an elevator is dwarfed by its general activities, even in years of great financial hardship.

Also on December 17, 2019, CPS completed briefing its own motion for summary judgment. The CPS motion argues CPS's offer to transfer our client to a different school that operates in an accessible building is all that is required for compliance with Section 504 or the ADA. CPS further argues that transfer to an accessible building has been ruled to be a sufficient remedy under the Individuals with Disabilities in Education Act (IDEA).

The Judge in our case will now consider whether the ADA provides different protections than the IDEA in situations like ours. A decision is expected this summer.

### **Deakin Case – Federal Court**

In December, Access Living and the law firm Relman Colfax filed a fair housing complaint on behalf of a family that wants to modify an historic home in the historic neighborhood of Old Town to make it accessible for their 14-year-old daughter who uses a wheelchair. Namely, the family desires to create an accessible entrance, garage, and small living space in the rear of the building, install an elevator from there to upper floors, and make other accessibility improvements. Sadly, the family's effort is opposed by a group of neighbors who comprise the Old Town Triangle Association (OTTA), who claim the modifications will compromise the historical nature of the neighborhood and home, even though a number of historical preservation organizations have approved the family's plans for the home. The complaint alleges the OTTA's

*Confidential – Attorney Work Product – Do Not Distribute*

actions violate the Fair Housing Act, including the provision that prohibits coercion, intimidation, threats, or interference against someone who exercises his/her housing rights.

You may recall we previously helped this same family win approval for its planned modifications from the Chicago Zoning Board of Appeals (ZBA). Unfortunately, the OTTA appealed the ZBA's decision to the Circuit Court (state court), and that case remains pending in that court. Access Living, as an organization, successfully intervened in the state court case to stress the fair housing implications of the case, and will urge the court to uphold the ZBA's decision.

Accordingly, and in summary, we continue to advocate on the family's behalf in the state court case, but also co-filed and are co-counseling the new case in federal court.

*Confidential – Attorney Work Product – Do Not Distribute*

## Access Living

### November 2019 Financials-Variance Analysis

<u>Revenue</u>	<u>Variance</u>	
Government - Grants	(64,820)	Timing
Contracts/Service Fees	19,844	Census grant
Benefit - Individuals/Corp/Fdn/Org	230,005	
Lagacy/Individuals/Direct Mail/General Online	30,953	
Second Fundraiser/Planned Giving	45,795	Two Estate Payouts
Honor and Memorial Gift	136,624	
Other	11,226	
 Total Revenue	 <u>409,627</u>	
 <u>Expenses</u>		
Salaries/Benefits/Insurance/Other Benefits/403B Match	381,375	Open positions
Travel/Food	13,477	Timing
Cleaning & Maintenance/Equipment/Maint. Agreement/Software	17,393	Timing
Management Consultants	(62,921)	Timing and Disability Rights Consortium
All Other Expenses	52,536	Numerous other small items
 Total Expenses	 <u>401,860</u>	
Excess or (Deficiency)	811,487	
 <b>EXCESS or (DEFICIENCY)</b>	 <b><u>811,487</u></b>	

**Access Living**  
**Income Statement - YTD November 2019**  
**Board Summary**

	YTD Actual	YTD Budget	Actual - Budget
	November 2019	November 2019	November 2019
<b>Revenue</b>			
1 Government- Grants	1,097,758	1,162,577	(64,820)
2 Contracts/Service Fees	53,546	33,703	19,844
3 United Way	37,321	36,667	654
4 Corporations/Foundation	0	0	0
5 Benefit- Individuals/Corp/Fdn/Org	955,331	725,326	230,005
6 Major Gifts/Individual Advocates	705,045	705,045	0
7 Legacy/Individuals/Direct Mail/General Online	58,349	27,396	30,953
8 Second Fundraiser/Planned Giving	49,962	4,167	45,795
9 Endowment	105,657	105,657	0
10 Honor and Memorial Gift	136,624	0	136,624
11 Restricted Operating Fund	109,840	109,840	0
12 Other	43,769	33,196	10,573
<b>TOTAL REVENUE</b>	<b>3,353,200</b>	<b>2,943,573</b>	<b>409,627</b>
<b>Expenses</b>			
1 Salaries/Benefits/Insurance/Other Benefits/403B Match	1,903,811	2,285,186	381,375
2 Utilities/Telephone	55,964	64,188	8,224
3 Insurance - General Liability	17,338	14,583	(2,755)
4 Office Supplies/Printing & Forms	15,853	24,870	9,017
5 Travel/Food	25,254	38,731	13,477
6 Cleaning & Maintenance/Equipment/Maint. Agreement/Software	69,607	87,000	17,393
7 Depreciation/Bldg. Expenses/Amortization	182,010	168,475	(13,535)
8 Management Consultants	128,129	65,208	(62,921)
9 Special/Group Events/Direct Mail	23,649	27,595	3,946
10 Specific Program Expense	21,199	20,154	(1,045)
11 Other	211,457	260,140	48,683
<b>TOTAL EXPENSES</b>	<b>2,654,272</b>	<b>3,056,131</b>	<b>401,860</b>
<b>EXCESS or (DEFICIENCY)</b>	<b>698,929</b>	<b>(112,558)</b>	<b>811,487</b>
1 CROWN FAMILY (FY19&FY20)	(75,000)	(75,000)	
2 *BUILDING - DEPRECIATION	157,225	157,225	
3 MACARTHUR FOUNDATION (2 YR. GRANT, FY20 & FY21)	(175,000)	0	
4 MAJOR GIFTS UTILIZED FROM PRIOR YEARS	0	30,333	
5 REVISED EXCESS or (DEFICIENCY)	<b>606,154</b>	<b>0</b>	

**Access Living  
Actual Cash Flow  
YTD November 2019**

	<b>YTD November FY19</b>	
<b>Cash Flow From Operating Activities:</b>		
Net Income (Loss)	\$	698,929
Increase in Receivables	\$	(853,268)
Decrease in Liabilities	\$	(794,519)
Decrease in Prepaid Expenses	\$	25,704
<b>Noncash Items:</b>		
Depreciation	\$	182,010
<b>Cash Flow from Nonoperating Activities:</b>		
Capital Expenditures	\$	(31,766)
Endowment/reserve fund Activity	\$	470,618
Net Cash Change	\$	<u>(302,292)</u>
Beginning Cash	\$	1,975,225
<b>Ending Cash Balance</b>	<b>\$</b>	<b><u>1,672,933</u></b>

**Access Living**  
**Balance Sheet**  
**11/30/19**

<u>Assets</u>	<u>11/30/19</u>	<u>06/30/19</u>
1 Cash & Equivalents - Unrestricted	1,672,933	1,975,225
2 Cash & Equiv.- Restricted Operations	-	-
3 Cash & Equivalents - Restricted Passthru	22,795	31,857
4 Cash & Equivalents - Restricted Fiscal Agent	10,833	10,886
5 Cash & Equiv.- Blg. Maintenance Fund	-	-
6 Cash & Equiv.- Emerg. Operation Reserve Fund	-	-
7 Cash & Equiv.- Endowment Fund	-	-
8 Cash & Equiv. - DNR-DSG Endowment	736,084	722,642
9 Cash & Equiv. - AL BD Res Ops RFD-P	4,513,785	5,080,945
10 Cash & Equiv. - AL Board Designated Endowment	2,556,368	2,464,153
11 Revenue and Other Receivables	4,423,453	3,570,191
12 Allowance for Uncollectible Receivables/Pledge Discount	(152,307)	(152,313)
13 Prepaid Expenses	54,876	80,580
<b>Total Current Assets</b>	<b>13,838,820</b>	<b>13,784,166</b>
 <b>PP&amp;E</b>		
1 Land	251,353	251,353
2 Art	59,461	59,461
3 Building/Blg. Improvement	11,555,918	11,541,453
4 <i>Accum Depr- Building/Blg.Improvement</i>	(4,896,010)	(4,727,965)
5 Fixed Assets- Equipment	235,650	239,023
6 <i>Accum Depr- F.A. Equipment</i>	(235,551)	99
7 Building Furniture and Equip.	964,616	943,942
8 <i>Accum Depr- Furniture and Equipment</i>	(845,393)	(833,362)
9 <i>Fixed Assets- Vehicle</i>	32,500	32,500
10 <i>Accum Depr- Vehicle</i>	(11,994)	(10,059)
11 Fixed Assets- Ombudsman	12,544	12,544
12 <i>Accum Depr- Ombudsman</i>	(12,544)	-
<b>Total Fixed Assets</b>	<b>7,110,551</b>	<b>7,260,795</b>
<b>Security Deposits</b>	<b>-</b>	<b>-</b>
<b>Total Assets</b>	<b>20,949,371</b>	<b>21,044,961</b>
 <b>Liabilities &amp; Fund Balance</b>		
1 Accounts Payable	6,259	93,780
2 Other Accrued Expenses	224,477	931,496
3 Pass Thru Liability	1,437	1,415
<b>Total Current Liabilities</b>	<b>232,172</b>	<b>1,026,691</b>
<b>Total Fund Balance</b>	<b>20,717,199</b>	<b>20,018,270</b>
 <b>Total Liabilities &amp; Fund Balance</b>	 <b>20,949,371</b>	 <b>21,044,961</b>

**Investment Analysis**

As of 12/31/19

	<u>Balance as of 6/30/19</u>	<u>Balance as of 12/31/19</u>	<u>Gain/ (Loss) during Year</u>	<u>% Gain/(Loss)</u>
Board Restricted Operations Reserve Fund	\$5,080,945	\$4,559,036	\$155,091 **	3.05%
Board Designated Endowment Fund	\$2,464,153	\$2,609,049	\$144,897	5.88%
Donor Designated Endowment Fund	<u>\$722,642</u>	<u>\$741,493</u>	<u>\$18,850</u>	2.61%
Total	<u><u>\$8,267,740</u></u>	<u><u>\$7,909,578</u></u>	<u><u>\$318,838</u></u>	3.86%

\*\*Transfer \$677,000 to Operating Account

## FY20 Midyear Budget Changes

	FY19 Budget	FY19 Midyear Budget	Change
<b>Revenue Changes</b>			
1 Youth Mentoring - Grant increased	30,000	69,000	39,000
2 RSA - Adjust for actual amount	249,873	251,285	1,412
3 RSA-EZ - Adjust for actual amount	21,042	21,161	119
4 HUD FHIP - Grant ends in March and doesn't renew until June 1	300,000	250,000	(50,000)
5 Contracts/Fees for Service - Grant for work relating to the census	20,886	60,886	40,000
6 Foundations, Corporations and Organizations revised - New grants from MacArthur, Ford and Crown	723,750	1,098,750	375,000
7 Planned/Mothly Giving - Two estates - Fantus and Chandler	-	43,000	43,000
8 Memorial Gifts	-	200,000	200,000
9 Major Gifts Campaign - Campaign drawing to a close	850,000	700,000	(150,000)
10 Legacy Campaign	-	531,000	531,000
11 Other Income - Healthcare study	-	25,000	25,000
	<u>2,195,551</u>	<u>3,250,082</u>	<u>1,054,531</u>
<b>Total Revenue Increase(Decrease)</b>	<b>1,054,531</b>		
<b>Expense Changes</b>			
1 Salaries and Fringe Benefits Updated for actual, and: New MacArthur Project Policy Coordinator Hired Director of Independent Living not hired by 6/30 New President and CEO starts 3/1 Part time Arts and Culture position not filled Retirement package for founder removed from budget	5,405,714	4,870,008	535,706
2 Out-of-Town Travel and Food adjusted for minor departmental revisions	66,040	77,040	(11,000)
3 Conferences and Seminars	43,050	49,550	(6,500)
4 Management Consultants Arts & Culture consultant Additional fees for fundraising consultant Disability Consortium consultant President search consultant Other Consulting - Race Equity and 40th Anniversary Lobbyist PR consulting Temporary help	138,500	291,500	(153,000)
	<u>5,653,304</u>	<u>5,288,098</u>	<u>365,206</u>
<b>Total Expense (Increase)Decrease</b>	<b>365,206</b>		
<b>Net Change to Budget - Excess(Deficiency)</b>	<b>1,419,737</b>		



## Access Living FY20 Midyear Budget

DESCRIPTIONS	FY20 Budget	Midyear Adjustments	FY20 Midyear Budget	FY19 Midyear Budget
<b>REVENUES:</b>				
Government				
Local:				
1 Youth Mentoring	30,000	39,000	69,000	30,000
2 MOPD	290,000		290,000	290,000
3 CDBG-Housing & Other	31,140		31,140	31,140
State:				
1 DHS CIL GRANT	729,478		729,478	379,722
2 DORS HOME SERV./PA	350,000		350,000	240,600
3 DON TESTING FY16,17,18,19	13,440		13,440	15,400
4 HOUSING RELOCATION	400,020		400,020	410,022
5 DI/STEPPING STONES	-		-	336,000
6 PTS Fee for Service	-		-	70,848
7 FAST TRACK	280,000		280,000	180,000
Total State	1,772,938		1,772,938	1,632,592
Total Local & State Revenue	2,124,078		2,163,078	1,983,732
Federal:				
1 RSA	249,873	1,412	251,285	243,279
2 RSA-EZ	21,042	119	21,161	20,487
3 HUD FHIP	300,000	(50,000)	250,000	300,000
4 HUD-HSG COUNSELING	33,998		33,998	33,998
Total Federal Revenues	604,913		556,444	597,764
<b>GRANTS TOTALS</b>	<b>2,728,991</b>		<b>2,719,522</b>	<b>2,581,496</b>
Contracts:				
1 Contracts/Fees for Service	20,886	40,000	60,886	18,886
2 RIC	25,000		25,000	25,000
3 Lawyers' Committee for Better Housing	12,000		12,000	9,000
4 Training Fees	20,000		20,000	20,000
5 Legal Fees	40,000		40,000	40,000
<b>CONTRACTS TOTALS</b>	<b>117,886</b>		<b>157,886</b>	<b>112,886</b>
<b>GRANTS, CONTRACTS TOTAL</b>	<b>2,846,877</b>		<b>2,877,408</b>	<b>2,694,382</b>
Contributions:				
1 UNITED WAY	88,000		88,000	110,000
2 FOUNDATIONS/CORP.	723,750	375,000	1,098,750	458,500
3 UNRESTRICTED INDIVIDUAL	35,000		35,000	20,000
4 ADVOCATES	50,000		50,000	63,800
5 BENEFIT FOUN,CORP,ORG.	500,000		500,000	450,000
6 BENEFIT INDIVIDUAL	250,000		250,000	250,000
7 PLANNED/MONTHLY GIVING	-	43,000	43,000	12,000
8 MEMORIAL GIFTS	-	200,000	200,000	-
9 MAJOR GIFTS CAMPAIGN	850,000	(150,000)	700,000	1,600,000
10 LEGACY CAMPAIGN	-	531,000	531,000	-
11 ART FUNDING	10,000		10,000	10,000
12 DIRECT MAIL	15,000		15,000	7,000
13 2nd CHARITY EVENT	10,000		10,000	4,600
<b>CONTRIBUTION TOTALS</b>	<b>2,531,750</b>		<b>3,530,750</b>	<b>2,985,900</b>
Other Income:				
1 INT/DIV/OTHER	-	25,000	25,000	37,682
2 RENTAL INCOME	7,000		7,000	8,000
3 VENDING INCOME	3,500		3,500	4,000
4 PARKING INCOME	5,000		5,000	5,000
5 DONOR DESIGNATED ENDOWMENT	-		-	32,000
6 BOARD DESIGNATED ENDOWMENT	-		-	161,000
7 CCT ENDOWMENT	24,860		24,860	24,860
<b>OTHER INCOME TOTALS</b>	<b>40,360</b>		<b>65,360</b>	<b>272,542</b>
<b>TOTAL BUDGET REVENUES</b>	<b>5,418,987</b>		<b>6,473,518</b>	<b>5,952,824</b>

**Access Living  
FY20 Midyear Budget**

DESCRIPTIONS	FY20 Budget	Midyear Adjustments	FY20 Midyear Budget	FY19 Midyear Budget
<b>EXPENSES:</b>				
<b>PERSONNEL</b>				
1 SALARIES	4,171,975	(449,132)	3,722,843	3,905,408
2 FRINGE BENEFITS	1,233,739	(86,574)	1,147,165	1,209,124
<b>TOTAL PERSONNEL</b>	<b>5,405,714</b>		<b>4,870,008</b>	<b>5,114,532</b>
<b>OPERATING EXPENSES:</b>				
1 RENT				
2 RENTAL/OPERATING COSTS				
3 PARKING LOT COSTS				
4 UTILITIES	95,000		95,000	119,000
5 TELEPHONE	59,050		59,050	64,450
6 INSURANCE	35,000		35,000	46,000
7 OFFICE SUPPLIES	59,148		59,148	68,350
8 AUDIT	40,000		40,000	46,000
9 BANK CHARGES	15,000		15,000	14,000
10 PAYROLL PROCESSING	25,000		25,000	46,000
11 POSTAGE	8,000		8,000	8,000
12 CLEANING/MAINTENANCE	55,000		55,000	55,000
13 SERVICE AGREEMENTS	90,000		90,000	73,000
14 SOFTWARE LICENSE EXP.	63,800		63,800	43,500
15 DEPRECIATION	27,000		27,000	27,000
16 INTERNET LINE SERVICE	15,000		15,000	14,000
17 DELIVERY/STORAGE	11,740		11,740	7,715
18 SECURITY	20,000		20,000	22,000
19 COMPUTER CONSULT/MAINT	21,000		21,000	21,000
<b>TOTAL ALLOCATED EXPENSES</b>	<b>639,738</b>		<b>639,738</b>	<b>675,015</b>
1 PASS THRU	17,000		17,000	17,000
2 CLIENT TRANSPORTATION	20,050		20,050	28,500
3 EMPLOYEE BUSINESS				
A. Local Travel	26,915		26,915	25,005
B. Out-of-Town Travel	46,000	5,000	51,000	48,950
C. Food	20,040	6,000	26,040	28,240
4 SUBSCRIPTIONS	34,481		34,481	27,550
5 MEMBERSHIPS	20,430		20,430	19,070
6 DONATIONS	5,150		5,150	7,900
7 SPECIAL EVENTS	140,000		140,000	125,000
Fundraising Events	2,000		2,000	2,000
9 GROUP EVENTS	18,100		18,100	28,200
10 CONFERENCE/SEMINARS	43,050	6,500	49,550	49,250
11 LEGAL	22,450		22,450	22,450
12 MANAGEMENT CONSULTANTS	138,500	153,000	291,500	238,300
13 INTERPRETIVE SERVICES	52,363		52,363	41,550
14 STIPENDS	97,757		97,757	99,450
15 PA SERVICES	16,686		16,686	30,650
16 FORMS & PRINTING/Direct Mail/PHOTO	4,600		4,600	5,600
17 ART EXPENSES	9,000		9,000	9,000
18 ANNUAL REPORT/BROCHURES/PR ADS	20,500		20,500	18,000
19 VENDING EXPENSE	5,500		5,500	5,500
20 BOARD EXPENSES	3,000		3,000	3,000
21 EMPLOYMENT EXPENSES	9,000		9,000	13,250
22 SPECIFIC PROGRAM	31,370		31,370	26,350
23 ADVOCACY PROGRAM EXP.(LOBBYIST)	43,724		43,724	107,324
<b>TOTAL DISCRETIONARY EXPENSES</b>	<b>847,666</b>		<b>1,018,166</b>	<b>1,027,089</b>
<b>TOTAL EXPENSES</b>	<b>6,893,118</b>		<b>6,527,912</b>	<b>6,816,636</b>
<b>EXCESS (-DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>(1,474,131)</b>		<b>(54,394)</b>	<b>(863,812)</b>

**Access Living  
FY20 Midyear Budget**

DESCRIPTIONS	FY20 Budget	Midyear Adjustments	FY20 Midyear Budget	FY19 Midyear Budget
<b>Revenue Timing Items:</b>				
1 Major Gifts Utilized from Prior Years	1,452,315	(726,110)	726,205	248,664
2 Polk Fdtn (2 yr grant, FY20 & FY21)	(60,000)		(60,000)	60,000
3 Mayer Grant (FY17, 18, 19)	-		-	166,667
4 Crown Family Philanthropies (2 years)	(75,000)		(75,000)	75,000
5 D & R Fund (5 years)	-		-	50,000
6 Legacy Campaign	-	(531,000)	(531,000)	-
7 MacArthur Foundation (2 yr grant, FY20 & FY21)	-	(175,000)	(175,000)	190,000
8 Ford Foundation	-		-	33,000
9 Endowment Draw	156,816	12,373	169,189	
10 Gala-Paddle Raise/Other	-		-	40,481
Net Operating Excess (Deficiency)	-		-	-