



Through Collaboration Helping To Put The Resource "Puzzle" Together

Executive Director's Report

Board of Directors Meeting

Wednesday ~ November 4, 2009 3:00 PM

Coldwell Banker Board Room – Blue Jay

A strength shown by Hearts & Lives has been its ability to see a problem, create a solution, implement and execute a plan

MISSION STATEMENT

Not-for-profit resource center that provides direct aid or referrals to other organizations for those affected by a disaster, natural or man-made, or by socio-economic circumstances.

Tax I.D. 20-0867845 ~ Internal Revenue Code Section 501(c) 3.

VISION

To improve the quality of life of all Rim Community mountain residents, especially low-income and disadvantaged individuals/families, those affected by disasters and/or unforeseen circumstances and to provide a model for future disasters. This is accomplished by:

- (1) Building a community of support.
- (2) Educating the community.
- (3) Participating in coalitions with other advocates.
- (4) Continuing to seek new resources and partnerships.

I. Disaster Recovery

Long Term Recovery (LTR):

Awarded to date **\$632,975**

Paid out **\$356,833.58**

"Restricted" funds awaiting invoices: **\$276,141.42**

H & L has remaining to award: **\$102,954**



Director of Community Recovery: (see report from Cheryl Nagy)

II. Rim Communities Resource Network:

REFERRAL SERVICE

"Together We Can Make a Difference"

Rim Communities Resource Network (RCRN) is a collaborative effort of non-profit agencies, public agencies, local business organizations, service clubs, faith based groups, community organizations and community volunteers.

One of the goals is to provide a network of resources and to coordinate dissemination of the resources and information to residents within the Rim Communities to maximize the effective distribution.

- Attached is a "DRAFT" copy of the minutes from the RCRN October 14, 2009 meeting.
- Project Santa program initiated for 2009
- "Coats and Gloves" project will be conducted in November.

III. First 5:

Remaining balance due from FY 2008-2009: **\$ 3,023.60**

Audit for Fiscal Year 2008 – 2009 scheduled 9:00 am November 9th.

All requested documents, back-up etc. are available, namely:

- Fiscal Policies, Procedures, and Internal Control Manual
- FY 08-09 or most recent Audit Report [Financial Statements and Auditors' Report – Smith Marion & Co.]
- A copy of paid receipts, and paid invoices/supporting documentation for expenditures.
- A copy of FY 08-09 Bank Statements
- A copy of FY 08-09 Payroll Register/Summary to include salary rates, benefits, and percentage charged to First 5
- A copy for all the Time sheets of employees whose salaries and benefits were charged to First
- 5 Signed 1st – 4th Quarter Fiscal Reports
- Approved Budget/Budget Revisions
- General Ledger

Grant update: Refer to attached report from Julie Burnette

Miscellaneous:

New updated web site has been posted

Executive Director will be on vacation: 11/20, 11/23, 11/24 and 11/25 (4 days)

Mailer to community included the following pamphlets:

1. "Actions Speak Louder Than Words"
2. Hearts & Lives First 5 Program
3. "Ready – Respond – Recover ALLIANCE – Get CERT Trained!"

990 EZ for FY 08 – 09 filed. (Dept. of the Treasury - IRS, State Franchise Tax Board, and Registry of Charitable Trust/State Attorney General)

Upcoming Calendar:

- 11/7** 9:30 am – 3:00 pm ~ **SBC Operation Area Coordinating Council (OACC) Quarterly Meeting.** Behavioral Health Auditorium 850 E. Foothill Blvd ~ Rialto (Office of Emergency Services – Preparedness)
- 11/9** 9:00 am – First 5 audit – H & L Blue Jay office
- 11/18** 2:00 pm ~ **Rim Resource Network Meeting** ~ Fire Station #91 Lake Arrowhead.
- 11/24** 10:30 am ~ **COAD/Ready-Respond-Recover Alliance Meeting** ~ Fire Station #91 Lake Arrowhead
- 11/26 – 11/27:** Office closed ~ Thanksgiving Holiday