

Chief Executive Officer's Report

Shannon Greene, November 2022

- Lots going on this fall! Kitchen remodel continues, staff are planning for holiday meals and activities, and new guest room furniture is arriving.
- Continued collaboration with UI HCIS to help us identify our next IT provider. Bids due the end of this week. Transition should take place by July 1st.
- We are moving (finally) to electronic payroll through ADP. Cost is lower than expected, plus no more paper timesheets.
- Plaid Swan will be presenting at our November board meeting. New annual campaign and marketing plan for 2023.

House Operations:

- COVID guidance released this week from RMHC Global is requesting that chapters to continue masking protocols in common areas. Global is surveying each chapter to learn about their hospital partners' current protocols.
- New Family Room Manager hired. Start date is December 12th.

RMH Census

Month	Average Occupancy	# Guest Families	# Family Nights	Avg. Length of Stay
January	36.45%	55	308	5.60
February	51.50%	73	430	5.89
March	73.31%	87	695	7.99
April	81.32%	81	753	9.30
May	90.86%	78	805	10.32
June	83.87%	89	702	7.89
July	94.35%	70	819	11.70
August	92.26%	77	799	10.38
September	93.44%	74	769	10.39
October	93.08%	74	807	10.91
November				
December				

House Snapshot—fun facts from a random day at RMH (11/2/22)

- *All House guest rooms are full.
- *Today's patient ages range from 1 day to 20 years old.
- *Our families here are from Iowa, Illinois, Nebraska, Colorado and New York
- *A lovely couple walked in off the street with a \$2000 donation! (we gave them a tour)
- *High school student group from Warsaw, IL volunteered with us.
- *The kitchen cabinets arrived.
- *One of our NICU babies got to go home today!

Ronald McDonald House Facilities

- Kitchen project updates: drywall complete, painting 75% complete, new windows installed, cabinets delivered and partially installed, flooring starts next week. Currently on pace for completion in early December.
- Met with Scheels, Coralville about potential sponsorship of an outdoor sport court to replace the old basketball court, which is now partially covered by the kitchen extension.
- The new guest room furniture has arrived, and installation began Nov. 2nd. Hawkeye Moving Services is handling delivery, assembly, installation and removal of old furniture. Everything going smooth—families need only vacate their rooms for an hour.

Ronald McDonald Family Room at UI Stead Family Children's Hospital

Waiting to hear from UISFCH if we are able to open up the Sleep Room. We may be able to start allowing families to enter the Family Room to prepare their own meals and snacks. More to come.

2022 Data

UISFCH	Total Visits	Average Daily Visits	New Registrations	New Patients/ Families Served
Jan.	634	20	91	65
Feb.	556	20	113	48
March	502	17	101	52
April	409	14	97	45
May	484	16	111	77
June	252	15	90	58
July	372	12	100	66
August	649	21	95	67
September	731	24	102	67
October	980	32	145	93
Totals 2022	5569	19.1	1045	710

Ronald McDonald Family Room at UnityPoint Health-St. Luke's

No change to service level: To-go orders, inside dining (two families at a time), sleep rooms open (overnight stays on the floor).

Unity Point-St. Luke's	Total Visits	Average Daily Visits	New Registrations	New Patients/ Families Served	Sleep Room Nights Provided
Jan.	655	21	115	68	26
Feb.	612	22	106	69	52
March	838	27	140	74	70
April	811	27	95	56	49
May	712	23	88	53	64
June	297	10	70	44	18
July	427	14	96	52	7
August	743	24	155	85	40
September	888	30	140	76	58
October	833	27	177	89	44
Totals 2022	5807	21	1024	569	346

Finance

- Finance Committee meets November 8th to review 2023 budget draft.
- Maher Estate: MidwestOne Bank requested that we accept a \$50,000 distribution in October, due to tax reasons. Approximately \$550,000 yet to be received, along with whatever amount the real estate shares are resolved at.
- Olson Estate: we were named in a new estate. We do not know amount, but Trustee believes distributions will be made by year end.

Fundraising and Marketing

- Governor's Charity Steer Show check presentation is in Ames on November 14.
- We received \$16,398.63 in October for Round Up from the 18 McOpCo McDonald's Stores as part of a pilot to test promotions that work with our McDonald's Crews. This is an increase from an average of \$600 a month from these stores for Round Up.
- The Giving Tree promotion is being held again this year with our McDonald's Owner/Operators. This provides supplies that last year-round for the Charity.
- We received a \$10,000 grant from P&G to cover linens for 2023
- The Cedar Rapids Marketing Committee is coming together with 5 members confirmed. This will be a foundation for promoting the charity in the Cedar Rapids market.

Events

- Mark your calendars
 - April 22-23, 2023 - Piano Celebration at Coral Ridge Mall in Coralville
 - May 7, 2023 – Red Shoe Run and Walk and Alumni Family Reunion and Lower City Park in Iowa City
 - June 5, 2023 – For the Families Golf Outing at Finkbine Golf Course
 - Date TBD – Cedar Rapids Bubble Walk



September 8, 2022 Meeting Minutes

Attending: Jamie Henderson, Seth Friedman, Heidi Beals, Brent Hawkins, Ian Russell, Josh Rasmusson, Dave Phillips, Evan Diehl, Janine Petitgout, Matt Traetow

3:05 – Call to Order and Welcome

Consent Agenda

1. Approval of Minutes
2. Committee Reports – Recap

Motion to Approve the Consent Agenda: Seth Friedman 2nd: Heidi Beals All in favor. Motion Approved

Active Agenda

Budget & Finance Update

- General Overview
 - a. Shannon Greene reported that August reports came in today with about \$500,000 lost in investments due to stock market changes. Biggest challenge for next year is anticipated to be sustaining staffing compensation to remain competitive, the transition away from UIHC IT.
 - b. Good things are happening. Shamrock Shake is coming in, we are working with McDonald's on several promotions, and kitchen project is currently coming in on budget.
- Investment Policy Statement – Verbiage change
 - a. On page 3 of the investment policy, CRBT requested one sentence in our IPS change due to a recommendation from their audit. It is a language change, not a change to how we manage our investments.

Motion to approve the language change in the Investment Policy Statement as outlined on page 3 of the September Board Packet: Evan Diehl, 2nd: Dave Phillips. All in favor. Motion Approved

- Maher Estate – Plans to move forward
 - a. Ian reported that the majority shareholder in the portion of the estate that remains unsettled reached out to Ian with a proposal. The finance and

executive committees are working through the proposal to determine appropriateness and next steps.

Misc.

- Board Merchandise:
 - Board Members received an email with a link to a merchandise store with discount codes. Place your orders and sport some special RMHC-EIWI gear
- Board Give – have you made your annual contribution?
 - We ask that you donate an amount that is meaningful to you. If you have not yet made a financial donation this year, please consider doing so before year end.
- November meeting – Open House
 - The kitchen will likely be completed by our next board meeting, and we propose we have an in-person meeting at the House with an open house/board tour for that meeting.
 - There has been discussion of inviting McDonald's Owners/Operators, key donors, partners, etc. We welcome the board bringing guests, family, etc.

Facilities

- Kitchen project update
 - Project is on pace to be completed the end of October. We appreciate the work that our project manager has done, it has made a very smooth project and we appreciate the attention to detail and leadership he is providing.
- Lease with U of I, Exp. 2028 – Conversation recap
 - Ben met with David K. regarding our lease. The meeting went very well and the University is supportive of maintaining our presence at our current site and extending the lease with basic updates to clean up the language.

Development

- Bubble Day Reminder – September 24th, Cedar Falls
 - We encourage anyone who is interested to come up to the event on the 24th from 1-4 pm at Island Park.
- Signature Cedar Rapids event exploration
 - The development committee is considering new events to engage the Cedar Rapids community in our mission.
 - Seth commented that the events that seem to have the most success are those that are engaging such as bike rides, runs, etc.

- The UI has events with behind the scenes experience – restaurant with a chefs dinner, an exclusive event that engages key members of the community. Start small and grow.
- Evan recommended something that the whole family can participate in.
- Josh mentioned Kirkwood Culinary Program.
- Shannon mentioned a game night with old school games such as \$10,000 Pyramid, Family Feud, Double Dare/family friendly game night.
- We received a grant from Variety Children’s Charity. We are responsible for \$5,000 of the purchase price, then Variety pays for the remaining costs including identifying the van, working with the dealer, and having the van wrapped/logoed.
- October is Round up month with McOpCo stores. We will be doing a large promotion with the 18 stores that support us including contests, promotions, a Tictok challenge, and more.

Adjourn

RMHC-EIWI Facilities Committee Meeting

9/15/2022

Attendance: Brian Klinger, Matt Traetow, Michael Eye, Hanna Zevenbergen, Shannon Greene, Ben Logsdon

I. New date and time for the Facilities Committee Meeting

- Hanna working on identifying a new date/time that works best for the group.

II. HCIS – Information Technology Transition

a. **New Notes:**

- i. Shannon and Hanna met with IP Pathways and University of Iowa IT via zoom on 9/12/22
- ii. Hanna met with BridgePoint IT (as recommended by another RMHC chapter) on 9/14/22
- iii. Hanna met with Choice Solutions on 9/14/22
- iv. Shannon, Heather, Hanna, and Greg met to discuss overall project timeline
 1. Final date is roughly June 2023 (from start to finish)

b. **Last Meetings Notes:**

- i. *HCIS to cease support in one year*
 1. *Contractual liability concerns*
 2. *Regrouping around Labor Day with HCIS Team with project plan*
- *University has assigned us a project manager, Greg Desrosiers, to assist with the transition. First meeting with Greg and his team is August 29th.*
- *Shannon and Hanna have met with 5 potential IT vendors including: Wolf Technologies (recommended by UI), Digital Plains (recommended by another RMHC chapter); Choice Solutions, IP Pathways, and Light Edge (recommended by an IT professional). University has provided some information to help us understand what we need. Hoping we can get more of an “RFP” with the help of Greg Desrosiers.*
- *Goal is to be ready to transition by December.*

III. Kitchen Remodel

a. **New Notes:**

- i. Tristate Sprinkler was here to update/install new sprinkler equipment in addition and current kitchen
- ii. Original cabinet color was discontinued...chose an updated color and now requesting pricing
- iii. Finalized plans for the island in the serving room
- iv. Crane was onsite to lift kitchen roof equipment (HVAC) on to the House

b. **Last Meeting Notes:**

- *Project moving along. Extension floor, walls and trusses going up. Great Room windows removed in preparation of new doorway into extension. Cabinet drawings are in—meeting with Dean on 8/18 to review. Whirlpool Corp. confirmed donation of residential fridges and dishwashers. We had not included this in our budget, hoping for this donation.*
- *One item added to project budget: we had not factored in new doors (2) and the Great Room doors (1 set, double doors). Dean and RMH staff met with Liberty Doors for quote. Makes sense to complete as part of this project.*

IV. Furniture Project

- a. Furniture has been confirmed and ordered
- b. Approved Hawkeye Moving Services, Inc.
- c. Furniture will be shipped to Hawkeye Moving Services, Inc.
 - No updates—furniture still on track for delivery by end of September

V. Playground

a. **New Note:**

- i. Offered cement/rock to staff...no takers
 1. Cement is one continuous pour and not individual bricks
- ii. Exploring the idea of Facebook marketplace removal
 1. Landscape company?
 2. Parking lot company?
 - a. Country Landscapes?
 - b. Dean?
- iii. Sponsors for sport court?
 1. Joe Pitch – from sport court
 - a. Matt Traetow to reach out

b. Last Meetings Notes:

- i. The university grounds crew no longer wants to use the rock/brick around the recently removed playground equipment*
- ii. Need to find a team to remove that prior to installing any new equipment*
 - o Any recommendations for someone who could remove the rock and brick?*
 - o Scheels in Coralville is interested in sponsoring the new sport court.*

VI. Trees

- Ben, any luck in talking to the University about our tree trimming/removal? Ideal to complete this before the weather turns. Ice storms could be an issue with the dead limbs falling on the building.
-
- o Reached out to David for the name of the arborists to get there approval
-

VII. Land Lease

- a. RMHC-EIWI team with Board had conversations with University of Iowa about extension of our lease that ends in 2028
 - i. Currently being update and under review

RMHC-EIWI Facilities Committee Meeting

10/20/2022

Attendance: Hanna Zevenbergen, Matt Traetow, Shannon Greene

I. HCIS – Information Technology Transition

a. New Notes:

- i. Shannon and Hanna met with Greg (IT Project Manager) to review current status of the project
- ii. Wolf Technologies and IP Pathways sent their quote to Shannon and Hanna
- iii. Digital Plains is still preparing their quote for us

II. Kitchen Remodel

a. New Notes

- i. Passed all preliminary inspections
- ii. Drywall is being installed
- iii. Application for kitchen license was submitted

III. Furniture Project

a. New Notes:

- i. Dates for moving furniture with Hawkeye Moving:
 1. November 2/3, 9/10, 16/17

IV. Playground

a. New Notes:

- i. New replacement pieces were delivered and installed
- ii. Shannon working with a few different vendors on quotes for the Sport Court as well as potential donors for the project

V. Trees

a. New Notes:

- i. Walked the property with UI arborist regarding removal
- ii. Informed by Ben that the University of Iowa will be completing the tree removal project at no cost

VI. HVAC

a. New Notes:

- i. The heat is on in the House!

RMHC-EIWI Programs & Services Committee

October 26, 2022

Members: Heidi Beals (Chair), Janine Petitgout, Dave Phillips, Karla Pisarik, Jennifer Erhdahl, Shannon Greene, Hanna Zevenbergen

Agenda:

- 1) **Census and trends** – St Lukes – pretty steady in occupancy due to respiratory illnesses mainly in NICU. UIHC – very busy - full 88 bed NICU, PICU is at its max, lots of respiratory cases. At the house – we have been at capacity consistently. Variability on length of stays. Long wait lists currently. Family rooms consistently being used as well.
- 2) **Family Room staffing** – Lynn retired, so we have taken the oppty to re-evaluate structure. Will be hiring a family room mgr who will oversee both Family rooms. Will split time between St Luke’s and UIHC. Hours and services not changing. Current FT UIHC will be PT at UIHC Family room and then work remaining time on community outreach/marketing. Narrowed down to 2 candidates for FR mgr and hoping to have new person on board in Dec. Results in budget increase of 16 hours per week. Will monitor to see if this is offset by results of increased time spent on community outreach.
- 3) **Guest room furniture installation plan** – received ~\$22K to put towards new guestroom furniture. Starting week of Oct 31, installation will begin. Takes about 1-2 hours to turnover the room. Room will not be out of commission.
- 4) **Kitchen remodel progress** - continue to make progress. About one month behind schedule. Hoping for early-mid December for completion. Have been able to keep providing meals and snacks without a kitchen due to creativity of staff!
- 5) **Masking policies** – received guidance from global on new guidelines coming, but nothing yet.
- 6) **Food pantry sponsorship plan** – Rebranded food pantry to be “Snacks on the House’ and will be working to secure sponsorship to support.

Development Committee Minutes
October 27, 2022

In attendance: Jamie Henderson, Seth Friedman, Josh Rasmussen, Heather Croskrey

1. Round Up Recap to date
 - a. The pilot has been a success. The 18 McDonald's restaurants are on pace to reach \$15,000 in one month (average for those stores to date has been \$600 a month).
 - b. They are continuing the push in November as well.
 - c. Take aways, it is all about in store communication with managers, supervisors, and crew. The CR stores have done exceptionally because the store mangers are competing against each other and pushing each other to do more.
 - d. Next steps, I will be discussing options with each of our McDonald's partners.

2. Budget for 2023 Marketing
 - a. Plaid Swan outlined a budget they think will be needed to achieve our goals for 2023 with a combination of digital and traditional marketing.
 - i. Goals are 1. increase fundraising by 20% year over year and 2. increase attendance at events by 25% year over year for 3 years.
 - b. Pg 103-111 in plan for Digital Marketing and pg 97-103 in plan for traditional marketing
 - i. Proposed budget for digital marketing campaign is \$30,000
 - ii. Proposed budget for traditional marketing campaign is \$25,000 per market.
 - c. Staff recommended targeting Cedar Rapids and Dubuque in 2023. Then, adding additional markets in 2024 (Waterloo/Cedar Falls & QC)
 - d. The committee discussed the project and opted for a tiered approach. For 2023, focus on just the Cedar Rapids Market and the Digital campaign. See what works there and build on that for additional markets.
 - e. We will continue to pursue corporate partners in Cedar Rapids and Dubuque markets, but only pursue the Cedar Rapids market with a traditional marketing campaign.
 - f. If we secure a Dubuque sponsor, we will engage the Dubuque market with the traditional marketing campaign, but only if funding is secured first.
 - g. We will be organizing marketing committees in both Cedar Rapids and Dubuque as well to have the grass roots fundraising and awareness building in those communities.

	Code	Name	Description	2022 projections	2023 Budget
Revenue					
	4410	Business	Gifts from businesses that choose to give to RMHC of Eastern Iowa & Western Illinois directly or through company fundraisers. ex: Whirlpool, Cargill golf tournaments, jeans days, etc.	Historically, Whirlpool and Cargill golf outings net \$50,000 annually Jeans days and other business employee fundraisers net \$15,000 annually Conservative net of \$15,000 from miscellaneous business contributions including employee driven grants, company match, and corporate charitable giving	\$80,000
	4410a	Business: Corporate partnership	Community partnership initiative	Cedar Rapids - ask is \$150,000--Dev Committee wants to focus on CR first Dubuque - ask is \$50,000 based on 2023 marketing plan--Plaid Swan	\$150,000
	4415	Church and school	Gifts from religious organizations and schools	Project little change from 2022: New Community Outreach position will be increasing outreach to these entities.	\$30,000
	4420	Coca-Cola	Annual cash gift from Coca-Cola received in the first quarter to cover the cost of stocking Coke machines in Rec Room throughout the year plus revenue from these Coke machines	Amount raised is equal to amount spent to purchase product with the addition of vending machine revenue. Typically \$6,500 with approx. \$3000 revenue.	\$9,500
	4430	Foundations/Grants	Funding sought out by RMHC of Eastern Iowa & Western Illinois staff, including Dance Marathon, community foundation funding, McDonald's restaurant canister and round-up program	*see breakdown below	
	4430a	Foundations/Grants	Applied for funding sought out by RMHC-EIWI staff	Schildberg \$5,000 Guernsey \$30,000 P&G \$7,000 Theisens \$2,000 Cargill Kitchen Solutions \$21,500 Bechtel \$5,000 Walmart \$5,000 Dance Marathon \$10,000 (reduced gift in 2022, assuming this for 2023) Greater Comm Foundation of CR \$6,000 New grants: Food Pantry: \$10,000 IT: 10,000 Operations: \$20,000	\$121,500
	4430b	Grants - Canister Receipts	McDonald's restaurant canister donations		\$85,000

4430c	Grants - Roundups	McDonald's restaurant round up program. Also includes National Fundraiser	Currently averaging \$27,576 annually-- \$2298/mo total from all 83 stores (\$27/mo per store). Pilot campaign in fall 2022 brought in \$XXX from 18 stores. Assuming some stores will continue/start a push, increasing to \$45/mo average per store = \$44,820. The Give A Little Love campaign will be offered with an average store estimate of \$600 per store. (83 x \$600=\$49,800) 2022 was the inaugural year--brought in \$42,800.	\$94,620
4435	RMHC-IC Collection House	Income from donation box located in entry of RMH of Iowa City and Family Room at St. Luke's. Collection houses are in all three sites	public donation boxes back up in all three locations	\$2,000
4440	Individuals	Individual gifts not associated with Annual Campaign solicitation including individuals giving through all three service lines, the House, and both Family Rooms	flat from last year	\$100,000
4445	Memorials and Tributes	Individual gifts in memory of a person	flat from last year	\$50,000
4450	Organization	Gifts from civic organizations such as Alpha Delta Pi, Royal Neighbors, Good Sam's Club, Auxiliary Groups, etc., including fundraising.	Outreach Coordinator duties will support this	\$25,000
4455	Payroll Deduction -Other	Gifts from individuals directly deducted from paychecks through organizations like United Way, GMAC, etc.	flat from last year	\$25,000
4460	Major Gifts	Gifts identified in Development Plan that staff will seek out from specific individual donors of \$5,000 or more.	Hobson gift is \$20,000 annually	\$25,000
4470	RMHC-Global Net	Misc. web donations through global	RMHC Global website donations directed to our chapter.	\$10,000
4490	Revenue - Contributed Stock	Gifts of stock made to RMHC-EIWI	Wilson stock donation is approximately \$20,000 per year. Reduced goal for 2023 given current stock market.	\$30,000
4210	Annual Campaign	Specific end of year campaign.	no change, Plaid Swan doing more with same amount of \$	\$60,000
4220	Dillard's	Moneys generated from sale of Dillard's Holiday Cookbook sales in Coralville, Quad Cities, and Waterloo stores	Declining year to year, conservative estimate	\$500
4225	Gold Wing Road Riders	Annual ride by Iowa Gold Wing Road Riders Association every August	no change--gave \$1200 in 2022	\$1,000
4235	Governor Steer Show	Gross earnings from Governor's Charity Steer Show at Iowa State Fair in August	expecting successful event, but budgeting conservatively as 2023 event may not bring in as much as the 2022 which was the big 40th anniversary	\$125,000
4245	McDonald's 365	Proceeds from penny per Happy Meal give back occurring in Eastern Iowa and Quad Cities Coops.	Corporate decision to go back to \$.01 per Happy Meal, but local chapters keep 100% of funds. Average \$24,000 with \$.01 @ 75%. So at 100%, estimate \$32,000 for 2023	\$32,000
4250	Merchandise	Earnings from items sold at House and Family Rooms and from online store	Will carry LIMITED items in house and sell items at events	\$500

4255	Third Party Fundraisers	Other small fundraising events led by third parties raising funds outside of their own group/organization/employees (for example- motorcycle rides, softball tournaments, lemonade stands, and includes peer to peer fundraising and Facebook Fundraisers)	Third-party fundraisers continue to grow; Development Coordinator focusing on this.	\$70,000
4256	Red Shoe Society	Launching new: membership with \$10/month, targeting young professionals	12 inaugural members	\$1,440
4265	Pull Tabs	Earnings from recycled Pull Tabs	Based on market value of aluminum; Marion Iron pays us top dollar	\$7,000
4285	UI Payroll Deduction	Earnings from UI employees' gifts directly deducted from paycheck	Continuing to improve online push with Plaid Swan managing the campaign	\$40,000
4290	Family Room Donations	Donations received through the St Luke's Foundation or U of I Foundation as result of the Family Room promotion	Tim Teel annual fundraiser continuing, onsite cash donations steady	\$12,000
4260	Piano Celebration	Gross earnings from April Piano Celebration	Projecting significant increase from 2022. Event changing--moving to Coralville mall with major supporters onboard (West Music) and increased capacity for participants.	\$40,000
4310	Golf Tournament	Gross earnings from June golf outing	Sponsorships \$40,000.00 Registration \$25,200.00 Silent Auction \$2,000.00 Raffle \$2,500.00 On Course Games \$3,000.00 Adopt a Family \$5,000.00	\$77,700
4320	RMH Run	Gross earnings from annual RMH Run	Sponsorships \$50,000 Registration \$24,000 Team fundraising \$5,000	\$79,000
4334	Bubble Walk--CR income	Fund/Friend Raiser to build awareness in the Cedar Rapids area	Bubble Walk Sponsorships: \$5000 Day of donations: \$500 Raffle \$500	\$6,000
8260	Piano Celebration	Expenses for Piano Celebration event	Shirts for Students: \$4000 U-Haul: \$150 Postage: \$100 Printing: \$1500	\$5,750

8310	Golf Expenses	Costs associated with Golf event	Golf Course \$9,000.00 Lunch Vouchers (150 x \$15.00) 7% tax and 18% gratuity \$2841 Dinner (130 x \$18.00) + 7% tax and 18% gratuity \$2995 Event Insurance \$288.00 Printing \$500.00 Silent Auction set up \$100 Uhaul \$250 Misc supplies \$150	\$16,084
8320	Run Expenses	Costs associated with Red Shoe Run	Announcer \$490 Golf carts \$580 Race timer \$1500 Participant medals & awards \$1815 Race bibs \$200 Uhaul \$250 Printing \$4000 (yard signs, sponsor signs, flyers, race signage) Social media \$250 Postage \$500 Tshirts \$3800 Misc supplies \$200 Mileage \$150	\$13,735
8334	Bubble Walk CR expenses	Outdoor Bubble Walk--awareness event	Bubble solution \$300 Craft supplies \$200 Printing \$300 Mileage \$150 Bubble wrap/materials \$50 Uhaul \$150 Misc supplies \$100	\$1,250
4130	McDonald's Eastern Iowa Coop	Gifts from Eastern Iowa Legacy Coop	No plans from coops to donate as a group outside of national fundraisers	
4140	McDonald's Quad City Coop	Gifts from Quad City Legacy Coop	No plans from coops to donate as a group outside of national fundraisers	
4150	McDonald's Other	Gifts from McDonald's stores not located in legacy coops	No plans from coops to donate as a group outside of national fundraisers	
4160	McDonald's Mega Coop	Gifts from new mega Coop	No plans from coops to donate as a group outside of national fundraisers	
4170	Shamrock Promo - Coops	Funds from Shamrock Shake Promotion	Estimated based on 2022 actuals	\$80,000
4510	Room Rental Donation	Income from stays in House Rooms	Increase from 2022 with implementation of check out packet, family donation materials, staff training to include donation as option	\$7,500
4520	Parking Deposit	Deposit for Parking Passes	Flat from 2022	\$10,000
6460	Parking Refund	Deposit returned with returned parking pass	Flat from 2022	-\$9,000

					\$1,459,259
Expenses					
	5100s	Payroll	Includes all positions	Wage increase for part-time staff to stay competitive with market; 2% increase for all other staff; eliminated Lead Associate position; transitioned 1.0FTE Family Room Mgr to 0.6FTE Family Room Coordinator/0.4FTE Outreach Coordinator	\$714,937
	5500s	Retirement	Includes all positions		\$40,612
	5200s	Payroll taxes	Includes all positions		\$54,693
	5300s	Insurance	Includes all positions	5.4% increase in medical; 7% dental; 10.5% vision	\$55,554
	5400s	Flex	Includes all positions		\$4,500
	5680	Workers compensation			\$10,000
	7200	Meetings/Training	FT Staff training	webinars, online training, parking for onsite hospital meetings	\$2,500
	7210	Conference Travel	Cost of CEO conference	2023 conference in Ft. Worth, TX, February 2023	\$2,500
	6150	Depreciation		estimated	\$150,000
	6000	Audit	CliftonLarsonAllen for Audit preparation		\$10,650
	6020	Tax Preparation	CLA for 990 preparation		\$2,250
	6030	Legal Fees	Attorney Fees	\$0 so far in 2022	\$1,000
	6050	Website	Allows for general maintenance and updating of website, including domain name charges and monthly support from Plaid Swan to support compliance with Global mandates as well as IT support from U of I. Also includes template changes required by Global	\$150/month for website hosting and support Former marketing firm charged \$300/mo in 2022.	\$1,800
	6060	Bookkeeping	Contracted bookkeeper position for maintaining financial records and accounting on an ongoing basis	2% increase (no increase last two years)	\$45,900
	6080	Telephone/IT Communications	Independent contract to provide telephone and IT services; US Cellular van and security phone	UI no longer supporting RMHC--bids still coming in. Contractor should be secured by 12/31/22. Until then, estimating \$2000/mo for July-Dec based on project timeline.	\$20,000

6090	Contract Services Property	Line items for services related to routine inspections and maintenance of the physical facility (House) including pest control, bed bug inspections, elevator, fire alarm system, back-up generator, sprinkler system, garbage and storage unit. Also includes new contract with Midwest	Jo Co Refuse \$130 x 12 mo=\$1560 Kone \$255/mo x 12 mo=\$3060 Monthly storage unit rental \$100/mo=\$1200 Stericycle \$66.01 x 12 mo=\$792.12 Altorfer \$927.50 x 4 visits=\$3710 DNA Mobility \$113/mo x 12 mo=\$1356 D&R Pest Control \$53 x 12 mo=\$636 plus \$5469 quarterly bed bug inspections Midwest Alarms \$3753/year (includes maintenance and inspections, fire, sprinkler)	\$21,536
6092	Contract Business Serv/Complia	Line item for contracted services necessary for business compliance including payroll services, retirement fund consulting, HR consulting, Flex Spending Third Party Administrator, State Charity Registrations	monthly payroll \$350 x 12=\$1980 Clearly Compliant \$6800/yr TASC \$570/year CLA \$1550 plan yr work plus \$500 misc consulting MRA \$1000/yr Capital Group 403b \$2000 annually MAP Retirement 403b plan admin \$1750	\$16,150
6094	Security Overnight Service	Security service through contracted provider overnight 9:00 pm to 8:00 am House	\$17/hr x 11 hours=\$165/day x 365 days=\$60,225 rate change to \$17/hr	\$68,255
8210	Annual Campaign	Cost to end of year campaign	social media/mailings (reduced--a portion are electronic)	\$3,000
8225	Gold Wing Road Riders	cover the minimal costs of GWRR event at the house	no longer holding in person event	\$0
8230	Refresh Expenses	Costs associated with the renovation of RMH	Kitchen project expenses concluding in 2023--funds from Ops Reserves	
8235	Governor Steer Show	Portion for 1/3 steer required for participation in event	steer sponsorship plus mileage to event	\$1,400
8250	Merchandise	Cost to produce merchandise	minimal purchases for tee shirts to have on hand and at events	\$300
8255	Third Party Fundraisers	Line item allowing for unforeseen fundraising expenses	anticipated similar costs from 2022	\$500
8265	Pull Tabs	Cost to purchase collection houses and misc. expenses	Cost of pop tab houses for businesses and schools	\$1,000
8256	Red Shoe Society	Costs to implement Red Shoe Society		\$0
8460	Major Gifts	Costs to secure major gifts	no costs anticipated	
7000	House Upgrades	Updates to House or Family Room, including recommended annual updates within the Reserve Advisors 30 year plan	nothing forecasted--next projects (key system, playground, sport court) must be grant funded	
6600	Nonprofit Liability	annual insurance premium	assuming slight increase for FY22	\$3,800
6500	Marketing	Non event specific signage, banners, pledge materials, and misc. Includes brochures	Plaid Swan \$4000/mo=\$48,000 printing \$5000 TBD: additional \$55,000 for targeted Cedar Rapids marketing??? (\$30,000 digital & \$25,000 traditional)	\$53,000
6510	Planned giving expense	costs of planned giving expenses: post card mailer	new activity	\$500

6520	Newsletter	Covers design, set up printing and postage fees associated with annual printed newsletter	Newsletter is now electronic	\$0
6700	Utilities	Heat, air, electricity, gas, etc.- billed through the University of Iowa		\$33,000
6710	Property Insurance	State Farm insurance of RMHC of Eastern Iowa and Western Illinois. This insurance policy includes the House, the Family Rooms, and Board liability.	added coverage in accordance with kitchen addition/current rates	\$16,500
6720	Cleaning Services	Grout cleaning, professional room cleaning as needed, mat cleaning, carpet cleaning,	Nationwide housekeeping: \$150.80/day x 5 days x 52 weeks = \$39,208 Quarterly carpet, office and front entrance floor cleaning = \$1769	\$41,000
6730	Building and Equipment Maintenance	professional maintenance and repair of items in RMH-IC, RMFR-St. Luke's and RMFR IC includes eave repair, gutter cleaning, electrical, plumbing, general carpentry, lock services, etc.	Gutter cleaning \$600 Window cleaning \$1590 Vent cleaning \$840 HVAC filters, maintenance, repair \$12000 Misc repairs	\$22,000
7110	Bank Charges	Fees assessed for RMHC of Eastern Iowa & Western Illinois banking accounts. Includes Blackbaud fees, VISA annual fees, Dip Jar annual fee		\$6,000
7130	Dues/Subs/Renew/Upgrades	Covers cost of staff memberships to professional organizations and RMHC-EIWI memberships to area business groups	\$300 each x2 for service club membership \$335 each x2 for AFP Membership Corridor Business Journal Iowa City/Coralville Convention and Visitors Bureau Iowa City Chamber Cedar Rapids Metro Economic Alliance	\$5,500
7160	Office Supplies	Covers all office supply needs such as paper, pens, letterhead, note cards, computers, printers etc., and non-specific envelopes, toy closet cards, includes paper needed for all fundraisers. Includes Family Room office expenses		\$4,500
7165	Postage	bulk postage for office letters, notes, bills, etc. excludes postage for fundraisers or annual campaign	asking for stamps as Giving Tree item	\$2,000
7170	Printing/Publishing	Covers cost of printing of informational materials given to guests	\$285/mo x 12 mo=\$3420 plus \$1000 misc. color printing	\$4,500
7175	Software Licensing	Includes software registration and updates	\$528/month for DonorPerfect and cost for new house management software and \$1000/yr GRMHC guest data base	\$7,336
7180	Miscellaneous			

6400	Food	Food needed at RMH of Iowa City and both Family Rooms. For example: Holiday dinners for guests, weekly produce purchases, grab and go lunches, etc.	2022 actuals higher because kitchen was closed, anticipating kitchen open and meal groups returning House--\$12,000 St. Luke's --\$8000 UI --\$8000	\$28,000
6410	Coca-Cola	Coca-Cola product to stock vending machines in Rec Room. Important to remember this expense is in conjunction with a cash donation from Coca-Cola to cover this expense		\$2,500
6420	House Supplies	Items beyond donations needed to keep RMH of Iowa City and Family Rooms operational.	Reduction in purchase of "to-go" food containers once kitchen/FRs are open	\$20,000
6430	IDCI Background Check Fees	Criminal background check on new volunteers, staff and guests.	30 per year x \$24=\$720	\$720
6450	Linens and laundry	professional cleaning and purchase of room comforters, sheets, blankets, towels etc. on an as-needed basis for both RMH-IC and RMFR-St. Luke's. Linens generally need to be replaced 2-3 times per year	Switched purchasing to wholesaler for reduced costs and consistent quality/style of product.	\$7,500
6470	Guest Parking Fees	Cost to purchase 26 Carver parking lot passes	\$34,320--University has not notified us of increased prices	\$34,320
6475	Staff Appreciation	2 FT staff events, 1 PT staff event, birthday treats, flowers for funerals, staff holiday gift	new budget code, items previously coded elsewhere	\$2,500
6480	Volunteer Recognition	Covers awards, volunteer recognition lunch, name tags, gifts honoring our volunteers	vol appreciate gift 100 x \$10=\$1000 incentives/treats=\$50/mo = \$600 annual vol appreciation event = \$400	\$2,000
6482	Donor Recognition	Nominal year end gifts for mid and major donors		\$1,400
6485	Family Programs	cost of programs provided by RMH of Iowa City and Family Rooms such as crafts for craft night, birthday cards and balloons, Easter egg hunt etc. Also includes cost of family programs such as family picnics, toy closet at RMH of Iowa City, craft nights, guest birthday celebrations, holidays, mother's and father's day, etc.	monthly family activity \$175 x \$12=\$2100 UI rec ctr passes 100 x \$3=\$300 swim passes 100 x \$5=\$500 Alumni Family Reunion \$1500 Holidays (Father's Day, Mother's Day, Valentine's Day) \$300 x 3=\$900 Holiday season activities \$400	\$5,700
6486	Food Pantry	Food for RMHC-EIWI Food pantries located at the UI Stead Family Children's Hospital	promoting "adopt a pantry" through our marketing firm to reduce costs	\$10,000

7300	Travel	Covers cost of RMHC-EIWI employee's travel to events, speaking engagements, visiting with donors, remote site committee meetings, etc.	reimbursed at IRS rate	\$7,000
6800	Vehicle- Gas and Maintenance	Gas and maintenance on RMHC-EIWI Shuttle Van	includes \$5000 contribution toward new van/grant includes \$1500 in gas & \$500 in oil changes	\$7,000
6810	Vehicle- Insurance	Insurance for RMHC-EIWI Shuttle Van & tags	State Farm estimates \$600/mo insurance for a 2023 minivan	\$1,200

	2023 Budget Draft		2023 Budget	2022 Budget
Income				
	Contributions			
	4410 · Business		\$ 80,000.00	\$100,000
	4410a Business-Corporate Partnerships		\$ 150,000.00	\$0
	4415 · Church & School		\$ 30,000.00	\$30,000
	4420 · Coca-Cola		\$ 9,500.00	\$9,500
	4430 · Foundation/Grants		\$ 301,120.00	\$400,000
	4435 · RMHC - IC Collection House		\$ 2,000.00	\$2,000
	4440 · Individuals		\$ 100,000.00	\$100,000
	4445 · Memorials		\$ 50,000.00	\$50,000
	4450 · Organization		\$ 25,000.00	\$25,000
	4455 · Payroll Deduction - Other		\$ 25,000.00	\$25,000
	4460 · Major Gifts		\$ 25,000.00	\$25,000
	4470 · RMHC-Global Net		\$ 10,000.00	\$10,000
	4490 - Contributed Stock		\$ 30,000.00	\$40,000
	Total Contributions		\$ 837,620.00	\$816,500
	Fundraising			
	4210 · Annual Campaign		\$ 60,000.00	\$60,000
	4220 · Dillards		\$ 500.00	\$1,500
	4225 · Gold Wing Road Riders		\$ 1,000.00	\$1,000
	4230 · Refresh			
	4235 · Governor Steer Show		\$ 125,000.00	\$100,000
	4245 · McDonald's 365		\$ 32,000.00	\$32,000
	4250 · Merchandise		\$ 500.00	\$500
	4255 · Third Party Fundraisers		\$ 70,000.00	\$60,000
	4256 - Red Shoe Society		\$ 1,440.00	
	4265 · Pull Tabs		\$ 7,000.00	\$5,000
	4285 · UI Payroll Deduction		\$ 40,000.00	\$36,000
	4290- Family Room Donations		\$ 12,000.00	\$10,000
	Total Fundraising		\$ 349,440.00	\$306,000
	Fundraising Events			
	4260 · Piano Celebration		\$ 40,000.00	\$18,000
	4310 · Golf Tournament Revenue and Con		\$ 77,700.00	\$65,100
	4320 · RMH Run Revenue and Contributio		\$ 79,000.00	\$50,500
	4334- Cedar Rapids Bubble Walk		\$ 6,000.00	\$4,000
	8260 - Piano Celebration Expenses		\$ (5,750.00)	
	8310 · Golf Tournament Expenses		\$ (16,084.00)	-\$14,478
	8320 · RMH Run Expenses		\$ (13,735.00)	-\$12,000
	8334- Cedar Rapids Bubble Walk		\$ (1,250.00)	-\$820

2023 Budget Draft			2023 Budget	2022 Budget
Total Fundraising Events			\$ 165,881.00	\$92,302
McDonalds				
	4110 · McDonald's MPLS Region		\$ -	\$0
	4130 · McDonald's Eastern Iowa Coop		\$ -	\$0
	4140-McDonald's Quad CitiesCoop		\$ -	\$0
	4150 · McDonald's Other		\$ -	\$0
	4170 - McDonald's Coops	Shamrock Shake promotion	\$ 80,000.00	\$71,000
Total McDonalds			\$ 80,000.00	\$71,000
Program Revenue			\$ 7,500.00	\$5,000
	4510 · Room Donation		\$ 10,000.00	\$10,000
	4520 · Parking Deposit		\$ (9,000.00)	-\$9,000
	6445 · Parking Refund		\$ 8,500.00	\$6,000
Total Program Revenue			\$ 8,500.00	\$6,000
Total Income			\$1,441,441	\$1,291,802
Expense				
A-Salaries and Related Expenses A - Salaries and Retirement				
		5110 · Payroll CEO	\$ 104,545.00	\$99,687
	2% increase	5120 · Payroll - COO	\$ 72,828.00	\$64,000
		5130 · Payroll - CDO	\$ 86,715.65	\$84,309
		5135- Payroll Development Coord	\$ 42,432.00	\$39,249
		5140 · Payroll - AM House Manager	\$ 54,060.00	\$51,500
		5144 · Payroll - Fam Room Coord CR (see FR Mgr)	\$ 28,461.00	\$34,580
		5145 Payroll - Fam Rm Mgr (UI & CR)	\$ 48,000.00	\$46,211
		5146 · Payroll - CR Program Associates	\$ 43,355.00	\$31,385
		5147- Payroll UI Prog Associates (see House Associates)		\$0
		5150 · Payroll - PM House Mgr	\$ 45,900.00	\$41,600
		5155- Payroll - Fam Prgr/Vol Coor	\$ 45,614.00	\$38,937
		5156- Payroll - Outreach Coord	\$ 19,094.00	
		5160 · Payroll- House Coordinator	\$ 15,700.00	\$14,976
		5170 · Payroll - House Associates	\$75,712	\$29,744
		5175 - Payroll--Lead Associates (see House Coord)	\$ -	\$25,792
		5180 · Payroll - Exec Assistant	\$ 27,144.00	\$22,505
		5195 · Payroll - Maintenance Coor	\$ 5,376.00	\$11,960
		5290 · Bonus	\$ -	\$0
		5510 · Retirement-CEO	\$ 7,318.15	\$6,978
		5520 · Retirement-COO	\$ 5,097.96	\$4,480
		5530 · Retirement-CDO	\$ 6,070.10	\$5,902
		5535 - Retirement- Development Coord	\$ 2,970.24	\$2,747

	2023 Budget Draft		2023 Budget	2022 Budget
		5540 · Retirement-AM House Manager	\$ 3,784.20	\$3,605
		5544 · Retirement - Family Room Coord CR (see FR Mgr)	\$ 1,992.27	\$2,421
		5545- Retirement-Fam Rm Mgr (UI & CR)	\$ 3,360.00	\$3,235
		5550 · Retirement-PM House Mgr	\$ 3,213.00	\$2,912
		5555- Retirement Fam Prgr/Vol Coor	\$ 3,192.98	\$2,726
		5556 - Retirement - Outreach Coord	\$ 1,336.58	
		5560 · Retirement- House Coordinator	\$ -	\$1,048
		5570 - Retirement - House Associates	\$ -	\$0
		5580 · Retirement-Exec Assistant	\$ 1,900.08	\$1,575
		5595 · Retirement-Maintenance Coordinator	\$ 376.32	\$837
		Total A - Salaries and Retirement	\$ 755,548.53	\$674,901
		B - Payroll Taxes		
		5210 · Payroll Taxes - Executive Direc	\$ 7,997.69	\$7,626
		5220 · Payroll Taxes - Assistant Direc	\$ 5,571.34	\$4,896
		5230 · Payroll Taxes - Development Coo	\$ 6,633.75	\$6,450
		5235- Payroll Taxes - Fund Event Coor	\$ 3,246.05	\$3,003
		5240 · Payroll Taxes - House Manager	\$ 4,135.59	\$3,940
		5244 · Payroll Taxes - Family Room Man	\$ 2,177.27	\$2,645
		5245 - Payroll Taxes Fam Rm Mgr UI	\$ 3,672.00	\$3,535
		5246 · Payroll Taxes-Prog Associate CR	\$ 3,316.66	\$2,401
		5247 - Payroll Taxes Prog Associates UI	\$ -	\$0
		5250 · Payroll Taxes - PM House Mgr	\$ 3,511.35	\$3,182
		5255- Payroll Taxes - Fam Prgr /Vol Coor	\$ 3,489.47	\$2,979
		5256 - Payroll Taxes - Outreach Coordinator	\$ 1,460.69	
		5260 - Payroll Taxes--House Coordinator	\$ 1,201.05	\$1,146
		5270 · Payroll Taxes - House Associates	\$ 5,791.97	\$2,275
		5275 - Payroll Taxes - Lead Associates	\$ -	\$1,973
		5280 · Payroll Taxes-Exec Assistant	\$ 2,076.52	\$1,722
		5295 · Payroll Taxes - Maintenance	\$ 411.26	\$915
		Total B - Payroll Taxes	\$ 54,692.65	\$48,687
		C - Employee Benefits		
		5310 · Insurance-CEO	\$ 9,295.00	\$ 9,353.04
		5320 · Insurance-COO	\$ 4,507.00	\$ 4,753.68
		5330 · Insurance-CDO	\$ 7,342.00	\$ 7,457.16
		5335- Insurance - Development Coor	\$ 4,507.00	\$ 4,753.68
		5340 · Insurance-AM House Manager	\$ 9,295.00	\$ 9,353.04
		5344 · Insurance - Family Rm Coord	\$ 3,305.00	\$ 9,353.04
		5345 - Insurance Fam Rm Mgr (UI & CR)	\$ 6,086.00	\$ 5,708.16
		5350 · Insurance- PM House Mgr	\$ 4,507.00	\$ 4,753.68

2023 Budget Draft			2023 Budget	2022 Budget
		5355- Insurance Fam Prgr/Vol Coor	\$ 4,507.00	\$ 4,753.68
		5356 · Insurance-Outreach Coordinator	\$ 2,203.00	\$ 0
		5360 · Insurance - House Coordinator	\$ -	\$ 0
		5380 · Insurance - Administrative Assistant	\$ -	\$ 0
		5410 · Flex-CEO	\$500	\$500
		5420 · Flex-COO	\$500	\$500
		5430 · Flex-CDO	\$500	\$500
		5435- Flex- Development Coor	\$500	\$500
		5440 · Flex- AM House Manager	\$500	\$500
		5444 · Flex - Fam Rm Coord	\$500	\$500
		5445 - Flex Fam Rm Mgr (UI & CR)	\$500	\$500
		5450 · Flex PM PM House Manager	\$500	\$500
		5455- Flex Fam Prgr/Vol Coor	\$500	\$500
		5456 · Flex - Outreach Coordinator (see 5444)	\$ -	\$ 0
		5460 · Flex - House Coordinator	\$ -	\$ 0
		5480 · Flex - Admin Assistant	\$ -	\$ 0
		Total C - Employee Benefits	\$60,054.00	\$64,739
		D-Employee Ben - Workers Compen		
		5680 · Workers Compensation	\$10,000.00	\$9,875
		Total D-Employee Ben - Workers Compen	\$10,000	\$9,875
		Total A-Salaries and Related Expenses	\$880,295.18	\$798,202
	Conferences and Meetings	7200 · Meetings/Training	\$2,500.00	\$2,500
		7210 · Conference Travel	\$2,500.00	\$1,875
		Total Conferences and Meetings	\$5,000.00	\$4,375
	Depreciation	6150 · Depreciation	\$ 150,000.00	\$150,000
		Total Depreciation	\$ 150,000.00	\$150,000
	Education and Public Relations	6200 · Education, Public Relations		\$0
		Total Education and Public Relations		
	Fees for Services	6000 · Audit	\$ 10,650.00	\$10,500
		6020 · Tax Preparation	\$ 2,250.00	\$2,250

	2023 Budget Draft			2023 Budget	2022 Budget
		6030 · Legal Fees		\$ 1,000.00	\$1,000
		6050 · Website		\$ 1,800.00	\$3,600
		6060 · Bookkeeping Fees		\$ 45,900.00	\$45,000
		6080 · Telephone/IT Communications		\$ 20,000.00	\$2,000
		6090 · Contract Services property		\$ 21,536.00	\$24,890
		6092 Contract Business serv/compliance		\$ 16,150.00	\$12,000
		6094 Security overnight service		\$ 68,255.00	\$64,240
	Total Fees for Services			\$ 187,541.00	\$165,480
	Fundraising Expenses	Fundraising			
			8210 · Annual Campaign	\$ 3,000.00	\$8,000
			8225 · Gold Wing Riders	\$ -	
			8230 · Refresh	\$ -	
			8235 · Governeer Steer Show	\$ 1,400.00	\$2,000
			8250 · Merchandise	\$ 300.00	\$0
			8255 · Third Party Fundraisers	\$ 500.00	\$2,000
			8265 · Pull Tabs	\$ 1,000.00	\$250
		Total Fundraising Expenses			\$12,250
	Total Fundraising Expenses			\$ 6,200.00	\$12,250
	House Upgrades	7000 - House Upgrades		\$ -	
	Insurance	6600 · Nonprofit Liability		\$ 3,800.00	\$3,400
		6610 · Directors and Officers			
		6620 · Volunteer Insurance			
	Total Insurance			\$ 3,800.00	\$3,400
	Marketing	6500 · Marketing		\$ 53,000.00	\$60,000
		6510 · Planned Giving Expense		\$ 500.00	\$500
		6520 · Newsletter		\$ -	\$0
	Total Marketing			\$ 53,500.00	\$60,500
	Occupancy	6700 · Utilities		\$ 33,000.00	\$31,000
		6710 · Property Insurance		\$ 16,500.00	\$16,000
		6720 · Cleaning Services	housekeeper	\$ 41,000.00	\$38,000
		6730 · Building and Equipment Mainten		\$ 22,000.00	\$20,000

	2023 Budget Draft			2023 Budget	2022 Budget
		6740 · Lawn Care Services			\$0
	Total Occupancy			\$ 112,500.00	\$105,000
	Office Expenses	7110 · Bank Charges		\$ 6,000.00	\$6,000
		7130 · Dues/Subs/Renew/Upgrades		\$ 5,500.00	\$5,500
		7160 · Office Supplies		\$ 4,500.00	\$4,500
		7165 · Postage		\$ 2,000.00	\$2,000
		7170 · Printing/Publishing		\$ 4,500.00	\$4,500
		7175 · Software Licensing		\$ 7,336.00	\$7,336
		7180 · Miscellaneous			\$500
		7190 · Bad Debts			\$0
	Total Office Expenses			\$ 29,836.00	\$30,336
		Program Expenses			
		6400 · Food		\$ 28,000.00	\$30,000
		6410 · Coca-Cola		\$ 2,500.00	\$2,500
		6420 · House Supplies		\$ 20,000.00	\$18,000
		6430 · IDCI Background Check Fees		\$ 720.00	\$300
		6450 · Linens and Laundry		\$ 7,500.00	\$7,500
		6470 · Guest Parking Fees		\$ 34,320.00	\$34,320
	new category	6475 - Staff Appreciation		\$ 2,500.00	\$2,000
		6480 · Volunteer Recognition		\$ 2,000.00	\$2,080
		6482 · Donor Recognition		\$ 1,400.00	\$2,000
		6485 · Family Programs		\$ 5,700.00	\$5,740
		6486 · Food Pantry		\$ 10,000.00	\$12,000
	Total Program Expenses			\$114,640.00	\$116,440
	Travel	7300 · Travel		\$ 7,000.00	\$2,500
	Total Travel			\$ 7,000.00	\$2,500
	Vehicles	6800 · Vehicle-Gas and Maintenance	includes \$5k for new van	\$ 7,000.00	\$2,500
		6810 · Vehicle Insurance		\$ 1,200.00	\$984
	Total Vehicles			\$ 8,200.00	\$3,484

	2023 Budget Draft		2022 Actuals 1/1/22-10/20/22	21 Budget	2021 Actual Jan-Nov
Income					
	Contributions				
	4410 · Business		\$44,451	#####	\$74,379
	4410a Business-Corporate Partnerships				
	4415 · Church & School		\$12,111	#####	\$12,821
	4420 · Coca-Cola		\$5,932	\$9,500	\$537
	4430 · Foundation/Grants		\$139,669	#####	\$272,145
	4435 · RMHC - IC Collection House		\$340	\$1,500	\$55
	4440 · Individuals		\$46,167	#####	\$61,943
	4445 · Memorials		\$38,206	#####	\$37,303
	4450 · Organization		\$12,520	#####	\$14,236
	4455 · Payroll Deduction - Other		\$15,053	#####	\$18,006
	4460 · Major Gifts		\$0	#####	
	4470 · RMHC-Global Net		\$10,098	#####	\$6,331
	4490 - Contributed Stock		\$0	#####	\$0
	Total Contributions			#####	\$497,756
	Fundraising				
	4210 · Annual Campaign		\$2,605	#####	\$10,500
	4220 · Dillards		\$629	\$1,500	\$0
	4225 · Gold Wing Road Riders		\$1,342	\$1,000	\$1,010
	4230 · Refresh			\$0	\$0
	4235 · Governor Steer Show		\$0	#####	\$0
	4245 · McDonald's 365		\$15,466	#####	\$33,804
	4250 · Merchandise		\$332	\$2,000	\$244
	4255 · Third Party Fundraisers		\$54,103	#####	\$54,905
	4256 - Red Shoe Society		\$120		
	4265 · Pull Tabs		\$5,813	\$3,500	\$3,860
	4285 · UI Payroll Deduction		\$30,355	#####	\$26,320
	4290- Family Room Donations		\$1,085	#####	\$11,007
	Total Fundraising			#####	\$141,650
	Fundraising Events				
	4260 · Piano Celebration		\$18,002	#####	\$12,972
	4310 · Golf Tournament Revenue and Con		\$63,459	#####	\$50,051
	4320 · RMH Run Revenue and Contributio		\$43,039	#####	\$28,529
	4334- Cedar Rapids Bubble Walk		\$4,602	#####	\$1,414
	8260 - Piano Celebration Expenses		\$2,319		
	8310 · Golf Tournament Expenses		-\$17,042	#####	\$10,206
	8320 · RMH Run Expenses		-\$14,016	#####	\$13,783
	8334- Cedar Rapids Bubble Walk		-\$3,707	#####	\$1,962

2023 Budget Draft				2022 Actuals	21 Budget	2021 Actual Jan-Nov
Total Fundraising Events					#####	\$54,043
McDonalds						
		4110 · McDonald's MPLS Region			\$0	\$0
		4130 · McDonald's Eastern Iowa Coop			\$0	\$0
		4140-McDonald's Quad CitiesCoop			\$0	\$0
		4150 · McDonald's Other			\$0	\$0
		4170 - McDonald's Coops	Shamrock Shake promotion	\$80,984	#####	\$71,388
Total McDonalds					#####	
Program Revenue	4510 · Room Donation			\$5,495	#####	\$4,310
	4520 · Parking Deposit			\$9,360	#####	\$6,140
	6445 · Parking Refund			\$8,820	#####	\$5,900
Total Program Revenue					#####	\$4,550
Total Income					#####	\$697,999
						\$697,999
Expense						\$742,999
A-Salaries and Related Expenses	A - Salaries and Retirement					
		5110 · Payroll CEO		\$74,395	#####	
	2% increase	5120 · Payroll - COO		\$50,000	#####	
		5130 · Payroll - CDO		\$62,618	#####	
		5135- Payroll Development Coord		\$31,576	#####	
		5140 · Payroll - AM House Manager		\$39,750	#####	
		5144 · Payroll - Fam Room Coord CR (see FR Mgr)		\$27,387	#####	
		5145 Payroll - Fam Rm Mgr (UI & CR)		\$27,373	#####	
		5146 · Payroll - CR Program Associates		\$30,720	#####	
		5147- Payroll UI Prog Associates (see House Associates)		\$0		
		5150 · Payroll - PM House Mgr		\$35,517	\$0	
		5155- Payroll - Fam Prgr/Vol Coor		\$22,563	#####	
		5156- Payroll - Outreach Coord				
		5160 · Payroll- House Coordinator		\$15,530	#####	
		5170 · Payroll - House Associates		\$42,086	#####	
		5175 - Payroll--Lead Associates (see House Coord)		\$0		
		5180 · Payroll - Exec Assistant		\$17,974	#####	
		5195 · Payroll - Maintenance Coor		\$2,199	#####	
		5290 · Bonus		\$0		
		5510 · Retirement-CEO		\$5,208	\$6,650	
		5520 · Retirement-COO		\$3,500	\$4,480	
		5530 · Retirement-CDO		\$4,383	\$5,826	
		5535 - Retirement- Development Coord		\$2,210	\$2,856	

2023 Budget Draft		2022 Actuals	21 Budget	2021 Actual Jan-Nov
	5540 · Retirement-AM House Manager	\$2,783	\$3,500	
	5544 · Retirement - Family Room Coord CR (see FR Mgr)	\$1,917	\$2,344	
	5545- Retirement-Fam Rm Mgr (UI & CR)	\$1,916	\$3,181	
	5550 · Retirement-PM House Mgr	\$2,486	\$0	
	5555- Retirement Fam Prgr/Vol Coor	\$1,579	\$2,643	
	5556 - Retirement - Outreach Coord			
	5560 · Retirement- House Coordinator		\$3,873	
	5570 - Retirement - House Associates		\$1,000	
	5580 · Retirement-Exec Assistant		\$1,398	
	5595 · Retirement-Maintenance Coordinator		\$0	
	Total A - Salaries and Retirement		#####	\$578,514
	B - Payroll Taxes			
	5210 · Payroll Taxes - Executive Direc	\$5,577	\$7,268	
	5220 · Payroll Taxes - Assistant Direc	\$3,825	\$4,894	
	5230 · Payroll Taxes - Development Coo	\$4,107	\$6,367	
	5235- Payroll Taxes - Fund Event Coor	\$2,416	\$3,121	
	5240 · Payroll Taxes - House Manager	\$3,034	\$3,825	
	5244 · Payroll Taxes - Family Room Man	\$2,066	\$2,562	
	5245 - Payroll Taxes Fam Rm Mgr UI	\$1,807	\$3,477	
	5246 · Payroll Taxes-Prog Associate CR	\$2,350	\$2,242	
	5247 - Payroll Taxes Prog Associates UI	\$1,610	\$0	
	5250 · Payroll Taxes - PM House Mgr	\$2,711	\$0	
	5255- Payroll Taxes - Fam Prgr /Vol Coor	\$1,726	\$4,233	
	5256 - Payroll Taxes - Outreach Coordinator			
	5260 - Payroll Taxes--House Coordinator	\$1,188		
	5270 · Payroll Taxes - House Associates	\$3,220	\$2,136	
	5275 - Payroll Taxes - Lead Associates			
	5280 · Payroll Taxes-Exec Assistant	\$1,375	\$1,528	
	5295 · Payroll Taxes - Maintenance	\$168	\$803	
	Total B - Payroll Taxes		#####	\$40,616
	C - Employee Benefits			
	5310 · Insurance-CEO	\$7,804	\$6,375	
	5320 · Insurance-COO	\$4,262	\$4,293	
	5330 · Insurance-CDO	\$7,740	\$6,375	
	5335- Insurance - Development Coor	\$4,120	\$5,074	
	5340 · Insurance-AM House Manager	\$8,575	\$8,110	
	5344 · Insurance - Family Rm Coord	\$10,110	\$8,110	
	5345 - Insurance Fam Rm Mgr (UI & CR)	\$518	\$5,073	
	5350 · Insurance- PM House Mgr	\$4,145	\$0	

2023 Budget Draft			2022 Actuals	21 Budget	2021 Actual Jan-Nov
		5355- Insurance Fam Prgr/Vol Coor	\$2,886	\$4,293	
		5356 · Insurance-Outreach Coordinator		\$0	
		5360 · Insurance - House Coordinator		\$0	
		5380 · Insurance - Administrative Assistant		\$0	
		5410 · Flex-CEO	\$583	\$500	
		5420 · Flex-COO	\$417	\$500	
		5430 · Flex-CDO	\$583	\$500	
		5435- Flex- Development Coor	\$250	\$500	
		5440 · Flex- AM House Manager	\$410	\$500	
		5444 · Flex - Fam Rm Coord	\$458	\$500	
		5445 - Flex Fam Rm Mgr (UI & CR)	\$833	\$500	
		5450 · Flex PM PM House Manager	\$747	\$0	
		5455- Flex Fam Prgr/Vol Coor	\$342	\$500	
		5456 · Flex - Outreach Coordinator (see 5444)			
		5460 · Flex - House Coordinator			
		5480 · Flex - Admin Assistant			
Total C - Employee Benefits				#####	\$59,253
		D-Employee Ben - Workers Compen			
		5680 · Workers Compensation		#####	\$8,402
Total D-Employee Ben - Workers Compen			\$8,603	\$9,500	\$8,496
Total A-Salaries and Related Expenses				#####	\$686,879
Conferences and Meetings	7200 · Meetings/Training		\$1,621	\$500	\$0
	7210 · Conference Travel		\$3,510	\$0	\$1,970
Total Conferences and Meetings				\$500	\$1,970
Depreciation	6150 · Depreciation		\$116,754	#####	\$119,588
Total Depreciation				#####	
Education and Public Relations	6200 · Education, Public Relations			-	\$0
				\$0	
Total Education and Public Relations					
Fees for Services	6000 · Audit		\$10,605	#####	\$10,002
	6020 · Tax Preparation		\$2,199	\$2,150	\$8,886

	2023 Budget Draft			2022 Actuals	21 Budget	2021 Actual Jan-Nov
		6030 · Legal Fees			\$2,000	\$0
		6050 · Website		\$2,700	#####	\$7,051
		6060 · Bookkeeping Fees		\$37,500	#####	\$41,250
		6080 · Telephone/IT Communications		\$4,244	\$2,500	\$1,722
		6090 · Contract Services property		\$24,463	#####	\$19,587
		6092 Contract Business serv/compliance		\$12,256	#####	\$12,319
		6094 Security overnight service		\$44,206	#####	\$53,259
	Total Fees for Services				#####	\$154,077
	Fundraising Expenses	Fundraising				
			8210 · Annual Campaign		\$9,000	\$303
			8225 · Gold Wing Riders		\$0	
			8230 · Refresh			
			8235 · Governeer Steer Show	\$528	\$1,000	\$862
			8250 · Merchandise	\$8,003	\$0	\$1,648
			8255 · Third Party Fundraisers		\$2,000	\$3,723
			8265 · Pull Tabs		\$400	\$0
		Total Fundraising Expenses			#####	\$11,889
	Total Fundraising Expenses				#####	\$11,889
	House Upgrades	7000 - House Upgrades		\$16,343	\$0	\$3,576
	Insurance	6600 · Nonprofit Liability		\$3,807	\$2,600	\$3,341
		6610 · Directors and Officers				
		6620 · Volunteer Insurance				
	Total Insurance				\$2,600	\$3,341
	Marketing	6500 · Marketing		\$40,058	#####	\$57,280
		6510 · Planned Giving Expense		\$500	\$500	\$500
		6520 · Newsletter			\$0	
	Total Marketing				#####	\$57,780
	Occupancy	6700 · Utilities		\$31,936	#####	\$27,688
		6710 · Property Insurance		\$1,162	#####	\$0
		6720 · Cleaning Services	housekeeper	\$30,219	\$3,700	\$1,620
		6730 · Building and Equipment Mainten		\$17,383	#####	\$38,458

2023 Budget Draft			2022 Actuals	21 Budget	2021 Actual Jan-Nov
	6740 · Lawn Care Services			\$0	
Total Occupancy				#####	\$67,766
Office Expenses	7110 · Bank Charges		\$5,742	\$6,500	\$3,987
	7130 · Dues/Subs/Renew/Upgrades		\$4,685	\$5,500	\$3,292
	7160 · Office Supplies		\$5,328	\$4,500	\$6,797
	7165 · Postage		\$1,269	\$2,500	\$1,849
	7170 · Printing/Publishing		\$3,799	\$4,420	\$3,280
	7175 · Software Licensing		\$5,687	#####	\$5,221
	7180 · Miscellaneous			\$500	\$0
	7190 · Bad Debts			\$0	
Total Office Expenses				#####	\$24,426
	Program Expenses				
	6400 · Food		\$36,521	#####	\$26,702
	6410 · Coca-Cola		\$1,210	\$4,000	\$816
	6420 · House Supplies		\$22,600	#####	\$18,498
	6430 · IDCI Background Check Fees		\$422	\$288	\$940
	6450 · Linens and Laundry		\$2,068	\$6,000	\$6,020
	6470 · Guest Parking Fees		\$16,530	#####	\$0
new category	6475 - Staff Appreciation		\$1,770	\$0	\$43
	6480 · Volunteer Recognition		\$457	\$2,200	\$115
	6482 · Donor Recognition		\$334	\$2,000	\$1,108
	6485 · Family Programs		\$2,369	\$7,140	\$4,039
	6486 · Food Pantry		\$10,713	#####	\$9,123
Total Program Expenses				#####	\$67,401
Travel	7300 · Travel		\$4,821	\$2,970	\$2,388
Total Travel				2,970	(2,388)
Vehicles	6800 · Vehicle-Gas and Maintenance	includes \$5k for new van	\$905	\$3,340	\$604
	6810 · Vehicle Insurance		\$364	\$984	\$355
Total Vehicles				\$4,324	\$960

CR Associates

		Hrs	
Sun	7:45-7:15	11.5	
Mon	3:15-7:15	4	
Tues	8-7:15	11.25	
Wed	3:15-7:15	4	
Thurs	8-7:15	11.25	
Fri	3:15-7:15	4	
Sat	7:45-7:15	11.5	
		57.5 per week	

IC Assc

RMH
Sun
Mon
Tues
Wed
Thurs
Fri
Sat

57.5 x 52 weeks x \$14.50/hr

\$43,355

Total Associates: \$119,067

without PTO coverage

Total Associates: \$126,851.00

with PTO coverage

Estimated PTO coverage

Fam Room Mgr	176
Fam Room Coord	176
AM House Mgr	88
PM House Mgr	116
	556

assume half can be covered by volunteer
assume 1/3 can be covered by volunteer

556 hours x \$14/h4

\$ 7,784.00

ociates

			Hrs	UISFCH FR		
8am-2pm	2pm-9pm	2pm-9:30pm	20.50	Sun	7:45-7:15	11.5
5-9pm			4	Mon	3:15-7:15	4
5-9pm			4	Tues	3:15-7:15	4
5-9pm			4	Wed	3:15-7:15	4
5-9pm			4	Thurs	3:15-7:15	4
5-9pm			4	Fri	3:15-7:15	4
8am-2pm	2pm-9pm	2pm-9:30pm	20.5	Sat	7:45-7:15	11.5
			61.00			

104 hrs x 52 x \$14.00

\$75,712

ers/other staff

ers/other staff



**Ronald McDonald House Charities*
of Eastern Iowa & Western Illinois**

730 Hawkins Dr. Iowa City, IA 52246
(319) 356-3939 tel

www.RMHC-EIWI.org

Board of Directors Resolution of Signing Authority

WHEREAS, the Corporation is determined to grant signing and authority to certain person(s) described hereunder.

RESOLVED, that the Board of Directors is hereby authorized and approved to authorize and empower the following individuals to make, execute, endorse and deliver in the name of and on behalf of the corporation, but shall not be limited to, any and all written instruments, agreements, documents, execution of deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered into by this Corporation.

Shannon Greene
Chief Executive Officer
Telephone Number: 319-353-7068
Email: sgreene@rmhc-eiwi.org

Hanna Zevenbergen
Chief Operations Officer
Telephone Number: 319-356-4578
Email: hzevenbergen@rmhc-eiwi.org

Signature: _____

Signature: _____

Heather Croskrey
Chief Development Officer
Telephone Number: 319-384-5852
Email: hcroskrey@rmhc-eiwi.org

Brent Hawkins
Board Member, Treasurer Co-Chair
Telephone Number: 319-430-3293
Email: bhawkins@wealthenhancement.com

Signature: _____

Signature: _____

The undersigned certifies that he/she is the properly elected and qualified Secretary of the books, records and seal of Ronald McDonald House Charities of Eastern Iowa & Western Illinois, a corporation duly conformed pursuant to the laws of the state of Iowa, and that said meeting was held in accordance with state law and with the Bylaws of the above-named corporation. This resolution has been approved by the Board of Directors of RMHC-EIWI on November 10, 2022.

I, as authorized by the Company, hereby certify and attest that all the information above is true and correct.

Secretary, RMHC-EIWI Board of Directors