



COMMUNITY BRIDGES  
PUENTES DE LA COMUNIDAD

BOARD OF DIRECTORS  
Wednesday, March 16, 2016  
6:00 PM to 8:00 PM

Elderday: 100 Pioneer Street, Santa Cruz, CA 95060

## AGENDA

- 5:30 Dinner
- 6:00 1. Call to Order/Establish Quorum
- 6:02 2. Agenda Review
- 6:05 3. Announcements/Program Updates
- 6:15 4. \*CONSENT AGENDA – *Action Items*  
*In approving the consent agenda, the Board is approving recommendations within each committee's minutes listed below.*
- 4.1 Draft Minutes of the February 17, 2016 Board Meeting\***  
*a. Jack/Pam moved to approve the February 17, 2016 Consent Agenda as presented. MSP.*
- 4.2 Draft Minutes of the March 10, 2016 Finance Committee Meeting\***  
*a. Jack/Jorge moved to approve the use of funds for MCR repair*  
*b. Jorge/Jack moved to approve updated fiscal performance measurements.*
- 4.3 Draft Minutes of the March 10, 2016 Governance Committee Meeting\***  
*a. Jordan/Rebecca moved to approve TDA funding contract ##2016-03-01*  
*b. Jordan/Rebecca moved to approve Eric Hammer Construction Bid (Pulled CEO Report)*  
*c. Jordan/Rebecca moved to approve Library Tax Measure (Pulled CEO Report)*
- 6:20 5. Receive comments from members of the public on “Items not on the Agenda”
- 6:25 6. Program Presentation: Family Resource Collective – Yolanda Henry
- 6:45 7. Agency Business – Ray Cancino
- 7.1 RTC TDA Funding Increase 5% Approved*
- 7.2 MCR Roof Repair- MTN to Grant bid to Hammer Construction*
- 7.3 Library Tax Measure- MTN to Support Tax Measure*
- 7:05 8. Development/Philanthropy Report & Committee Update – Libby Morain
- 7:10 9. Finance Committee Update – Cathy Benson
- 7:15 10. Written Reports
- 10.1 Financial Reports from the March 10, 2016 Finance Committee Meeting*
- 10.2 Philanthropy Notes and Updates*
- 7:15 11. Newspaper Articles
- 7:15 12. Items for Next Agenda
- 7:15 13. Adjourn Regular Meeting
- 7:15 14. CLOSED SESSION

### Next Meeting:

Wednesday, April 20, 2016  
6:00 PM to 8:00 PM

Elderday: 100 Pioneer Street, Santa Cruz, CA 95060



COMMUNITY BRIDGES  
PUENTES DE LA COMUNIDAD

**BOARD OF DIRECTORS**  
**Wednesday, February 17, 2016**

**6:00 PM to 8:00 PM**

Elderday: 100 Pioneer Street, Santa Cruz, CA 95060

**APPROVED MINUTES**

**Members Present:** Jack Jacobson, Jordan Ciliberto, Jorge Méndez, Linda Fawcett, Martín Bernal, Pam Fields, Rebecca Fowler, Sara Siegel

**Excused:** Barbara Frank, Heather Lenhardt, Shannon Brady

**Staff in Attendance:** Anna Vaage, Cathy Benson, Julie Gilbertson, Kirk Ance, Libby Morain, Ray Cancino, Susan Marinshaw

**Guests:** Ciro Aguirre, COO, Santa Cruz METRO

**Minutes:** Anna Vaage

**5:30 Dinner served.**

**6:00 1. CLOSED SESSION BOARD ONLY**

**7:00 2. CALLED TO ORDER/QUORUM ESTABLISHED.**

**7:01 3. STAFF CALLED IN/BOARD MEMBERS RETURNED**

**7:01 4. Announcements**

4.1 Ray will be on vacation 2/27 through 3/8. He distributed a contact list for business in his absence.

**7:05 5. Agenda Review**

**7:05 6. CONSENT AGENDA**

6.1 **Jack/Pam moved to approve the February 17, 2016 Consent Agenda as presented. MSP.**

*This Consent Agenda included:*

6.1 Draft Minutes of the January 20, 2016 Board Meeting

6.2 Draft Minutes of the February 4, 2016 Finance Committee Meeting

6.3 Draft Minutes of the February 4, 2016 Governance Committee Meeting

6.4 Notes of the January 3, 2015 Philanthropy Committee Meeting

**7:07 7. Receive comments from members of the public on "Items not on the Agenda" None.**

**7:10 8. Program Presentation: Lift Line-Kirk Ance**

Lift Line provide 87,000 rides per year to 600 low-income elderly and disabled clients living within 200% of the Federal Poverty Level. Destinations include Elderday, Meals on Wheels dining sites, medical appointments, out of county medical facilities, a shuttle to the winter homeless shelter, and the children's hospital at Stanford. Some Lift Line rides are funded through TDA sales tax revenues, currently at \$627,000. Another funding source is Caltrans 5310, which provides equipment and operating funds of \$500,000 last year. Area Agency on Aging via Seniors Council provides \$39,000 for clients to access rides to Meals on Wheels dining sites. Cities and county provide additional funding for contracted service levels, and private grants and outside contracts provide unrestricted funds. For the past three years Lift Line has been meeting a \$15,000/year deficit repayment plan. Staff has absorbed a lot of these costs. Lift Line currently employs 13 drivers, 7 scheduling and dispatch staff, and 2 mechanics. When Lift Line had previously contracted to provide all Metro ParaCruz rides, the program had 50 drivers and 33 office staff. With next year's TDA funds, a 5% increase will allow Lift Line to expand Alliance dialysis rides to help restore service to clients following ParaCruz cuts in September 2015.

**7:30 9. Agency Business – Ray Cancino**

*9.1 Dashboard Update* Ray distributed an updated dashboard document showing indicators met and in progress. Fundraising goals are on track, staff evaluations schedules are on time. Fiscal Dept holding communication training. Email subscription rates meet industry standards.

*9.2 MCR Phone Banking* Phone-a-thon fundraiser begins February 18 and continues February 21.

*9.3 Redwood Mountain Preschool* Ray presented options for repairing, replacing or reopening the school after a leaky roof prompted closure. Reopening would require enrollment of 16 students.

*9.4 FY16/17 CMC Application* Our jurisdictional funding application is on track to submit on time.

*9.5 CCAH- Alliance Application and Potential Funding (Dialysis+Additional Support) (See Lift Line)*

*9.6 Roots & Wings (recommended increase)* We negotiated a 4% increase in contracted services.

**7:50 10. Development/Philanthropy Report & Committee Update – Libby Morain**

Please refer to page 29 in the packet for the progress report. The Food from the Heart event brought in \$46,000 compared to \$27,000 last year. A film studio in San Francisco provided a 3 minutes video at half the cost. We presented attendees with a matching fund challenge. Repeat and upgraded donors, and an increase in sponsorships, also helped increase results. A family services mailer was sent out Friday, and the MCR phone-a-thon begins on February 18. Planning has begun on farm-to-fork-themed agency fundraiser on July 30 at Aptos Village Park.

**8:00 11. Finance Committee Update – Cathy Benson**

Program Budget Summary is on page 7 in the packet. Investments accounts are down. We renewed our line of credit. The March committee may be moved. An email survey will follow.

**8:15 12. Written Reports**

*12.1 Financial Reports from the Feb 4, 2016 Finance Committee Meeting*

*12.2 Redwood Mountain Impact Scenarios*

*12.3 Community Bridges Program Reports Admin/HR, CDD, CACFP*

**8:15 13. Newspaper Articles**

**8:15 14. Items for Next Agenda**

**8:15 15. Adjourn Regular Meeting**

**8:15 16. CLOSED SESSION**

\*\*\*

**Next Meeting: Wednesday, March 16, 2016**

**6:00 PM to 8:00 PM**

**Elderday: 100 Pioneer Street, Santa Cruz, CA 95060**



COMMUNITY BRIDGES  
PUENTES DE LA COMUNIDAD

Finance Committee

Thursday, March 10, 2016

11:00AM – 11:30AM

Community Bridges (CB), Aptos

Draft Minutes

**Members Present:** Jack Jacobson, Jorge Méndez,

**Staff in Attendance:** Cathy Benson, Lisa Becerra, Ray Cancino

**Members Excused:** Barbara Frank, Linda Fawcett

11:10 Cathy called the meeting to order in Barb's absence. Quorum established

11:11 Agenda Review

11:13 CFO Report – Cathy Benson

- a) **Program Budget Summary Review** – Highlights included: CDD-Redwood closure through 6/30 <\$18.4K>; LMCR+MCR corrected 13/14 MAA Loss +\$9.5K each; ELD-Jan 57.47, Feb 62.75, Mar YTD 64.75; CACFP –Large decrease in reporting Homes <\$11.5K>; MCR will be needing a new roof, we have bids from \$34K-\$49K, program has ample current year surplus to cover the cost. **Jack/Jorge moved to approve the MCR roof repair expenditure of \$33.6K + 10%. MSP**
- b) **Unconfirmed Funding Update** – CDD Contract Earnings – Nuevo Dia \$13.9K; CDD Parent Fees HP \$5.1K; CDD Race to the Top \$16.7K; ELD Medi-Cal ADA \$42.6K; MOW Direct Mail Campaign (April) \$34K
- c) **Financial Statement & Balance Sheet Review/Cash Assets Report** – All of our ratios are healthy except for our liquidity ratio, exceeding our internal goals. This month did see declines from last month. New goals proposed, see later in agenda.
- d) **Cash Flow Review and Line of Credit Update** –Our current cash position is steady, although by the end of the quarter, we may need to use our line of credit. We have secured a 16/17 contract from RTC for a 5% increase (TDA).
- e) **Investment and Endowment Performance** – Graphs for February are included. Both are slightly up since January.

11:36 **Agency Financial Goals-Proposed Revision** – Cathy recommended we increase our cash target goal, which results in higher Asset-to-Liability Ratios for our agency to use as new benchmarks of a healthy financial position. **Jorge/Jack moved to approve the goal. MSP**

11:41 **Items for Next Agenda** – Elderday - cost vs benefit

11:42 **Adjourn**

Next Meeting: Thursday, April 7, 2016

11:00AM – 11:30AM



COMMUNITY BRIDGES  
PUENTES DE LA COMUNIDAD

Governance Committee  
Thursday, March 10, 2016  
12:00PM – 1:00PM  
Community Bridges (CB), Aptos

### Draft Minutes

**Members Present:** Jordan Ciliberto, Rebecca Fowler

**Members Excused:** Barbara Frank, Linda Fawcett

**Staff in Attendance:** Lisa Becerra, Ray Cancino, Susan Marinshaw

**Board Member Guest:** Jack Jacobson

**12:10 Meeting called to order/Quorum established.**

**12:12 Agenda Review**

- 1) Rebecca added elect Treasurer at next BOD Mtg agenda
- 2) Ray added UTU/SEIU change to next BOD Mtg agenda – **CLOSED SESSION**
- 3) Ray added Redwood Mountain to next BOD Mtg agenda – **CLOSED SESSION**

**12:15 Consent Agenda Approved: Rebecca/ Jordan moved to approve, CEO pulled consent agenda item to his report**

**12:20 CEO Report – Ray Cancino**

- 1) RTC FY16-17 funding Approval: CEO explained this is the contractual agreement between Community Bridges and Regional Transportation Commission. Changes included 5% increase in our TDA funding for FY 16/17 **Jordan/Rebecca moved to approve TDA Resolution #2016-03-01.**
- 2) MCR Roof Repair: MCR had a roof leak and needs new roof ASAP. Discussion included review of the bids between three vendors including Shelton Roofing, Turk Roofing and Hammer Construction. Discussion included agreement no conflict existed. Committee directed staff to pursue a more detailed bid/estimate. **Jordan/Rebecca moved to recommend to BOD Hammer Construction based on lowest bid. MSP**
- 3) Library Ballot Measure: Committee expressed the need to support the Library Ballot Measure as it falls within our Advocacy Plan and directly impacts our constituents. Discussion included moving to Advocacy Committee but due to pressing timeframe of ballot measure in July full board vote is needed this month. **Jordan/Rebecca moved to recommend to BOD to have CB support ballot measure. MSP**
- 4) **Closed Session:** Santa Cruz County Banking Errors - Donors
- 5) **Closed Session:** Redwood Mountain CDC – further discussion

**1:32 Adjourn**

**Next Meeting: Thursday, April 7, 2016  
12:00 – 1:00PM**



James "Turk" Dess  
 3330 Gross Road  
 Santa Cruz, CA 95062  
 Phone/Fax: **831.479.9653**  
 turktheroofer@um.att.com  
 CA (C39) License No. 520899

Owner's Name: Yolanda Henry-Mountain Community Resources		Owner's Address: 6134 Highway 9	
Owner's City: Felton	Owner's Zip Code: 95018	Owner's Phone:	Owner's Work Phone:
Project Name & Address:			Email: Yolandah@cbridges.o

**a. Scope of Work:** Turk The Roofer hereby submits the following specifications and estimates:

1. Roof Type:  gable  hip  flat  other: \_\_\_\_\_
2. Roof... Pitch: \_\_\_\_\_ in 12 Height: \_\_\_\_\_ ft. Area: \_\_\_\_\_ s.f.
4. Existing Roof Covering:  comp.shgl.  shake  b.u.r.  tile  
 other (specify): **2 layers**
5.  Tear off existing roof. 6.  Go over existing roof.
7.  New Roof Covering. (specify):  open valley  closed valley  
**Composition 2**
8.  New Ridge. (specify): \_\_\_\_\_
9.  Install New Sheathing.  7/16" plywood  7/16" OSB  
 other: \_\_\_\_\_ qty. \_\_\_\_\_ s.f.
10.  Install New Gutters. style: \_\_\_\_\_
11.  Install New Metal Roof Edging. color: \_\_\_\_\_
12.  Install New Pipe Flashings. 13.  Install New Valley Flashings.
14.  Install Other Flashing. (specify): \_\_\_\_\_
15.  Seal and Paint Pipes. 16.  Clean up and dispose of debris.

-Price includes tear off 2 layers of old composition roof and haul all debris to dump.  
 -Replace applicable sheet metal, jacks and caps.  
 -Provide and install GAF Timberline High Definition HD Lifetime warranted roof shingles, over double 15 lb felt paper. (As per Uniform Building Code)  
**\$36,000.00**

**Additional:**

- Permit provided at cost, plus administrative fees.
- Extra layers of tear off at cost (if needed).
- Termite dry rot and bad sheathing, repaired on a "time and material" basis.

Thanks,  
 Turk

THIS LIST OF SPECIFICATIONS MAY BE CONTINUED ON SUBSEQUENT PAGES (SEE PAGE NUMBER BELOW)

**b. Not Included:** This proposal does not include \_\_\_\_\_

**c. WE PROPOSE** to furnish material, equipment and labor in accordance with the above specifications for the sum of:

\*\*\*\*\*\$36,000.00 dollars

**NOTE:** This proposal may be withdrawn if not accepted within \_\_\_\_\_ days from \_\_\_\_\_ date.

Respectfully submitted by: Turk  
 \_\_\_\_\_  
 Company Representative

**d. WE ACCEPT** the prices, specifications, and terms as stated in this bid proposal are approved. We authorize you to draw up all necessary contract documents so work can begin.

\_\_\_\_\_  
 approved and accepted (owner or owner's authorized agent) \_\_\_\_\_ date

\_\_\_\_\_  
 approved and accepted (second owner - if any) \_\_\_\_\_ date

SCHEDULE 'A' Composition Shingle system:

- A. Shelton Roofing will obtain all necessary permits and set up all inspections pertaining to the roof only. Please note that there are any current recorded code violations, they must be cleared by the homeowner before a roof permit can be obtained.
- B. Tear off existing roof; remove and dispose (this includes hauling all debris, removed by Shelton Roofing, to the local disposal site.)
- C. Inspect exterior sheathing for termite and dry-rot damage. Consult and correct.(after the roof is removed and the sheathing has been exposed, Shelton Roofing will access and correct any visible damage that Shelton Roofing feels will be a concern to the local inspector, which will be charged on a time and material basis). Shelton roofing is not responsible for damage that is not visible, or in other words, hidden from exterior sheathing or fascia.\*
- D. Install nosing.
- E. Install 1 layer of Tiger Paw roofing underlayment.
- F. Install starter shingles.
- G. Install fiberglass composition shingles over new Tiger Paw using manufacturers recommended application procedure (in most cases). Crop corners at necessary flashing junction to help preserve a watertight roof.
- H. Install Ridge and Smart vents.
- I. Replace existing heating and plumbing flashings with new galvanized or aluminum equivalents. These are the flashings around the heating and plumbing exhaust vents that protrude through the roof (not the pipes system).
- J. Paint roof top metal to match roof (excluding edge metal).
- K. Install new ridge caps at all hip and ridge areas using Mountain Ridge brand ridge caps (performed at the factory) which have one of the highest wind ratings in the industry. Standard ridge caps, which we do not use, are formed by the installer and therefore do not have a consistent look and can crack during application on cold days.
- L. Install a seamless aluminum gutter and downspout system.
- M. Leave a clean job site.

\*Since there may be defects concealed by the existing roof, these repairs if any, are done on a time and material basis. The rate is \$85/man hour plus materials. Shelton Roofing will not paint any lumber replaced or stucco during these repairs. All painting of wood and stucco is the homeowner's responsibility unless otherwise specified. All stucco and wood that is exposed to the weather should be sealed or painted to prevent premature failure.

INVESTMENT:

Schedule "A"	Landmark Composition Shingle	\$48,680.00
--------------	------------------------------	-------------

WARRANTIES:

Schedule "A" Composition Shingle

In addition to manufacturer's Lifetime warranty, Shelton Roofing warrants all workmanship for a period of 10 years excluding acts of God, malicious mischief, accidents and usage outside the scope of normal wear.



**Scope of work for 6134 Highway 9, Felton CA 95018**

Replace roof on entire commercial building.

Work to include:

- Tear off four layers of existing roofing down to plywood sheeting; dispose of construction debris; apply double layer of 30 pound felt to roof.
- Install lifetime Malarkey dimensional shingles.
- Repair gutters and downspouts.

**Lump sum bid price: \$33,800.00\***

\*Price includes the cost of permits.

*\* This estimate is valid for 30 days.*

*\* Any unforeseen damage will be billed on a time and material basis, plus 20% profit and overhead on material cost. Time is billed at \$90.00 per person / per hour.*

*\*Price quoted excludes structural/design fees, permit costs*

*P.O. Box 471, Brookdale, CA 95007*

*erichammerconstruction@gmail.com \* www.erichammerconstruction.com \* 831-703-4689*



**BILL OF SALE  
AND  
TRANSFER OF OWNERSHIP**

Pursuant to Education Code §§17540 et seq., the Santa Cruz County Office of Education ("SCCOE"), 400 Encinal Street, Santa Cruz, California by unanimous vote at the January 2016 Board meeting agreed to surplus the portable at 7103 A Hwy 9 and grants to Community Bridges located at 236 Santa Cruz Avenue, Aptos, California the personal property (portable) previously used to house the Redwood Mountain Preschool. Community Bridges understand the portable is on the property of San Lorenzo Valley Unified School District and must work with the School District in order to maintain the portable on the premises for Child Care purposes.

SCCOE covenants that it is the lawful owner of the Personal Property and that the Personal Property is free from all encumbrances. SCCOE further covenants that it has the right to dispose of the Personal Property.

**DISCLAIMER OF WARRANTY**

**COMMUNITY BRIDGES OF SANTA CRUZ IS AWARE AND HEREBY ACKNOWLEDGES THAT THE PERSONAL PROPERTY MAY CONTAIN ASBESTOS. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. SCCOE DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OF THE PERSONAL PROPERTY OR OF THE FITNESS OF THE PERSONAL PROPERTY FOR ANY PURPOSE, AND BUYER AGREES THAT THE PERSONAL PROPERTY IS DONATED "AS IS."**

This donation and transfer of ownership shall be effective as to the transfer of the Personal Property as of March 15, 2016 or the Community Bridges board date in March whichever occurs first.

Donation and transfer of ownership executed at Santa Cruz, California on \_\_\_\_\_, 2016.

\_\_\_\_\_  
Michael C. Watkins  
County Superintendent of Schools

**ACCEPTANCE**

Pursuant to the terms of this Agreement the Personal Property is accepted by approved signees of Community Bridges of Santa Cruz:

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_



2/29/16

CA License #853995

P.O. Box 471, Brookdale, CA 95007

erichammerconstruction@gmail.com \* www.erichammerconstruction.com \* 831-703-4689

## Contract

Dear Raymon Cancino,

Please see attached quote, which describes the work to be completed at: 6134 Highway 9, Felton CA 95018.

All of the work noted on the quote will be completed in a substantial and workmanlike manner according to standard practices for the sum of: \$33,800.00.

Please provide the following payments: \$1000.00 upon contract signing, 40% (\$13,520.00) upon of construction; 40% (\$13,520.00) upon completion of tear-off; balance of \$5,760.00 upon completion of project *(We accept all major credit cards with an added fee of 3%).*

**CONCEALED CONDITIONS:** This contract is based solely on the observations the contractor was able to make with the structure in its current condition at the time this contract was bid. If additional concealed conditions are discovered once work has commenced which were *not* visible at the time this proposal was bid, the contractor will stop work and point out these unforeseen concealed conditions to you, so that you and contractor can execute a change order for any additional work.

**CHANGES IN THE WORK:** During the course of the project, you may order changes in the work (both additions and deletions). All changes and deletions must be in writing and signed by you and Eric Hammer before work is performed. Eric Hammer will determine the cost of these changes. Additional work will be charged at \$90.00 per hour of work, cost of materials plus 20% for profit and overhead.

**CANCELLATION:** You may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

**LICENSE:** Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractor's State License Board, 3132 Bradshaw Rd. Sacramento, CA 95826.

**ARBITRATION:** Any dispute over the dollar limit of the Small Claims Court arising out of this Agreement shall first be submitted to mediation using a mutually agreeable and experienced, private, neutral mediator to conduct the mediation. The mediator shall also be a licensed attorney or retired judge who is familiar with construction law. If the parties are unable to mutually agree on a private mediator within 30 days of written demand for mediation, then either of the parties may submit the dispute to the American Arbitration Association for mediation and the AAA shall administer the mediation.

**ACCEPTANCE:** Eric Hammer Construction is authorized to furnish all materials and labor required to complete the work mentioned in the quote, for which Community Bridges agrees to pay the amount mentioned in contract, and according to the terms thereof.

Client's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Eric Hammer Construction: \_\_\_\_\_ Date: \_\_\_\_\_

### NOTICE TO OWNER

Under the Mechanic's Lien Law, any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work of improvement, and original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that the contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent of the contract price and shall in addition on any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.



Date, 2016

Ray Cancino  
Community Bridges  
236 Santa Cruz Avenue  
Aptos, CA 95003

Dear Mr. Cancino,

As an important organization serving Santa Cruz County, you know what a vital community resource our local libraries are for residents of all ages and backgrounds. Young children, teens, seniors, community groups and people of all ages rely on our libraries every day.

However, throughout our ten-branch system, the library facilities themselves are seriously outdated and inadequate. Each branch is in need of major repair, remodeling or even replacement in order to meet the current and future needs of our community.

In order to continue providing services in the face of growing demand and modern technology, our local libraries must be renovated, modernized, and in some cases expanded or replaced. The Library System has placed a revenue measure on the June 2016 ballot to fund improvements to all our branches. Every penny generated by this local funding measure will be dedicated to improving facilities for the Santa Cruz Public Libraries.

As you may know, the public library system itself cannot pay for the campaign to pass this critical funding measure. **Our Libraries Our Future** is a committee of dedicated local volunteers, formed to lead the campaign to pass this measure so our libraries can continue serving our entire community for years to come.

A recent survey of local voters showed that there is significant support for the measure. However, we must run a strong campaign to receive the 66.7% support needed to win. To be successful, we must communicate with registered voters early and often through outreach, visibility, and a strong grassroots volunteer effort.

**We are writing to ask for your organization's endorsement of this measure. Improved library facilities and expanded services will directly benefit our entire community, including the people your organization serves.** We hope you will add your name to the impressive and growing list of endorsers for this measure. I am enclosing a fact sheet, draft resolution and response form for your consideration.

I will contact you soon to learn more about your process for considering endorsement, and answer any questions you may have. Thank you in advance for considering support of this important effort for Santa Cruz Public Libraries.

Sincerely,  
Cynthia Mathews, Chair

Kate Canlis, Chair Community Group Endorsements

Encl: Fact Sheet  
Draft Resolution  
Support form

Branches of the Santa Cruz Public Libraries are: *Aptos, Capitola, Boulder Creek, Branciforte (Eastside SC), Felton, Garfield Park (Westside SC), Downtown Santa Cruz, La Selva Beach, Live Oak, and Scotts Valley.*



# SANTA CRUZ PUBLIC LIBRARIES

## Strengthening Our Libraries

connect | inspire | inform



### A Critical Community Resource

In Santa Cruz County, our local libraries are a vital community resource. Young children, teens, veterans, seniors and community members of all ages rely on our libraries every day to finish homework, apply for jobs and stay informed.

With many local schools closing their libraries, our public libraries are more important than ever in supporting the quality of public education in Santa Cruz County. Our libraries offer programs for young children and provide a safe place for students after school. Many local seniors and others on fixed incomes also count on our extensive collection of books, electronic media and online databases and regularly participate in a variety of community classes, programs and activities.

### Local Libraries Must Be Repaired

In order to continue providing critical services to our community, our local libraries must be updated. Old, worn out, leaky roofs have ruined library materials and must be replaced. In fact, one branch's roof is over 50 years old. Additionally, branches have outdated boilers that need frequent repair and old bathrooms that need major renovation.

### Access to the Modern World

Our libraries offer access to free, up-to-date computer technology, including fast and free wireless internet access for all. However, some of our libraries have electrical systems that predate computers and must be renovated to handle the high-tech needs of today's libraries. In our modern world, it is crucial that all libraries provide access to e-books, databases and 21st-century technology.

### Local Funding to Protect Community Libraries

Santa Cruz Public Libraries has begun exploring various funding options to address these needs in our local libraries. While no final decisions have been made, the Santa Cruz Libraries Facilities Financing Authority is considering placing a \$67 million bond measure on the ballot in June 2016 that could be used to:

- 📖 Replace worn out, leaky roofs
- 📖 Upgrade outdated and inadequate electrical systems so that they are able to support the high-tech needs of modern libraries
- 📖 Provide space for young children and teens, including story time, homework and after-school programs and expanded collections
- 📖 Improve old bathrooms and replace outdated boilers
- 📖 Improve and expand libraries in underserved communities



### Every Penny for Santa Cruz Public Libraries

Every penny generated by a local funding measure would be dedicated solely to Santa Cruz Public Libraries. Mandatory accountability provisions would ensure that all funds are spent as promised.

**For more information, feel free to contact Janis O'Driscoll, Interim Director of Libraries, at [odriscollj@santacruzpl.org](mailto:odriscollj@santacruzpl.org) or (831) 427-7700 ext.7662.**

#### Santa Cruz Public Libraries

#### Branches

Aptos 📖 Boulder Creek 📖 Branciforte 📖 Capitola 📖 Downtown Santa Cruz 📖 Felton 📖 Garfield Park 📖 La Selva Beach 📖 Live Oak 📖 Scotts Valley

#### Shared Resources

Bookmobile 📖 e-books, Online Publications and Much More at [www.SantaCruzPL.org](http://www.SantaCruzPL.org)

# Join the Campaign to Strengthen Our Local Libraries!

Our local libraries provide amazing resources, programs and services for community members of all ages, but the library facilities themselves are seriously outdated and inadequate. Each branch is in need of major repair, remodeling or even replacement in order to meet the current and future needs of our community.

Now, the Library System is planning on placing a revenue measure on the June 2016 ballot to fund improvements to all our branches. Every penny generated by this local funding measure will be dedicated solely to improving the facilities of the Santa Cruz Public Libraries.

Library advocates are already organizing to build a strong campaign. We can provide GREAT libraries for all our communities.

**Your early support will help!**

The Santa Cruz Public Library System includes the following branches: Aptos ■ Boulder Creek ■ Branciforte ■ Capitola ■ Downtown Santa Cruz ■ Felton ■ Garfield Park ■ La Selva Beach ■ Live Oak ■ Scotts Valley plus shared use of the Bookmobile and online resources. For more information visit [www.SantaCruzPL.org](http://www.SantaCruzPL.org)



## YES!

**I support the ballot measure to improve our local library facilities!**

Add my name to your public list of supporters.

**I would like to become involved with the campaign.** Contact me!

**I would like to display a lawn sign to support this measure.**

**I will support the campaign with a financial contribution.** Here's my donation of:

\$500     \$250     \$100     \$50     Other: \$ \_\_\_\_\_

Please make checks payable to:

**Our Libraries Our Future  
PO Box 8305  
Santa Cruz, CA 95061**

Name\* (PRINT CLEARLY!) \_\_\_\_\_

Email (for library updates only; will not be shared) \_\_\_\_\_

Address\* \_\_\_\_\_ City\* \_\_\_\_\_ Zip\* \_\_\_\_\_

Phone \_\_\_\_\_

Occupation\* \_\_\_\_\_ Employer\* \_\_\_\_\_

\* Required by campaign finance laws for contributions of \$100 or more. NOTE: Campaign contributions are not tax deductible.

**BONUS! Here's why I support excellent libraries for our community:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

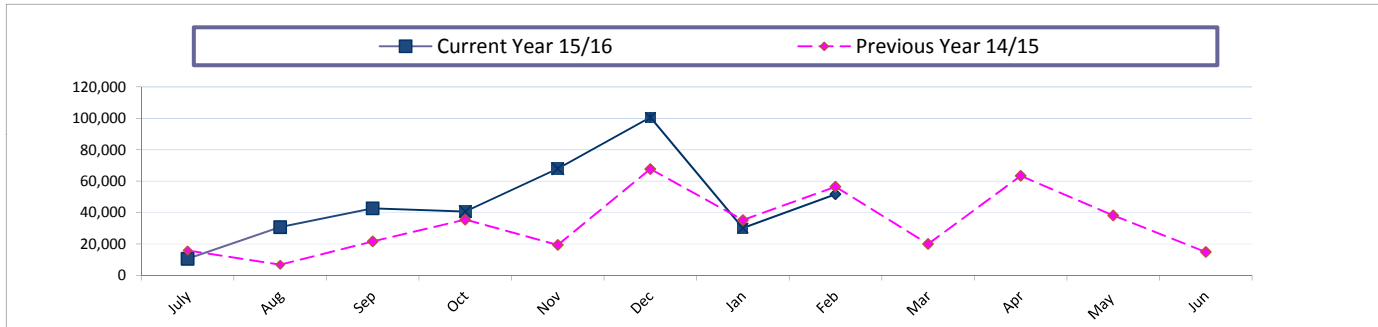
## Philanthropy Progress Report

Donations for FY 2015-16

March 15, 2016

### A. Donations (Includes all gift amounts. Excludes unreceived pledges)

Total amount of all donations	Fiscal Calendar	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD*	
	<b>Current Year 15/16</b>	10,602	30,783	42,721	40,632	67,919	100,626	30,117	51,656						375,055
	<b>Previous Year 14/15</b>	15,935	6,824	21,650	35,515	19,378	67,734	35,235	56,472	20,005	63,372	38,150	14,912		395,182



**\* Notes on donation figures above:**

This time last year, we were at \$258,743

### B. Grants:

We've received the following grants so far this fiscal year (not included in the philanthropy numbers):

- \$ 50,000 from Community Foundation Santa Cruz County
  - \$ 40,000 from Monterey Peninsula Foundation for Lift Line
  - \$ 27,000 from Packard Foundation for FRC Organizational Effectiveness
  - \$ 12,000 from Community Foundation of Monterey County for LMCR
  - \$ 2,500 from Wells Fargo Foundation for MOW
- 
- \$ 131,500
- 

### D. Challenges:

- MPF is no longer doing the match period (20% from November-February), resulting in a \$20,000 loss.
- Anticipated a reduction in funds raised at the Mountain Affair due to staff shortages.

**Philanthropy Goals  
2015 – 2016  
Progress Report  
March 15, 2016**

70% of the year

	<b>15/16 Goal</b>	<b>Year To Date</b>	<b>Difference \$</b>	<b>Goal met %</b>
<b>CB</b>	\$65,876	\$60,198	-\$5,678	91%
<b>CACFP</b>	\$4,000	\$2,093	-\$1,907	52%
<b>CDD</b>	\$6,739	\$3,066	-\$3,673	46%
<b>Elderday</b>	\$10,457	\$23,447	\$12,990	224%
<b>LMCR</b>	\$4,565	\$90	-\$4,475	2%
<b>LL</b>	\$13,650	\$7,622	-\$6,028	56%
<b>LORC</b>	\$7,300	\$15,926	\$8,626	218%
<b>MCR</b>	\$80,063	\$60,897	-\$19,166	76%
<b>MOW</b>	\$106,000	\$186,532	\$80,532	176%
<b>NVRC</b>	\$22,200	\$14,772	-\$7,428	67%
<b>WIC</b>	\$3,000	\$412	-\$2,588	14%
<b>TOTAL</b>	<b>\$323,850</b>	<b>\$375,055</b>	<b>\$51,205</b>	<b>116%</b>

**2015-16 Appeal Results  
March 15, 2016**

<b>Sum of Amount</b>	<b>.</b>								
<b>Row Labels</b>	<b>Jul '15</b>	<b>Aug '15</b>	<b>Sept '15</b>	<b>Oct '15</b>	<b>Nov '15</b>	<b>Dec '15</b>	<b>Jan '16</b>	<b>Feb '16</b>	<b>Total</b>
1% For Good							14,294		14,294
Alzheimer's Walk 2015		-	-	28				5,352	5,380
Annual Report 2014	110	450							560
Board donation to CB	1,025	50	50	50	50	2,000	50	50	3,325
CACFP Flower Gram 2016								656	656
CACFP note card sales 2015						10			10
Calendar Sponsor 2016	500	1,250	1,500	1,750	1,000				6,000
CB Calendar 2016					15,795	21,304	785	75	37,959
CB Family Mailer 2016								1,644	1,644
Donates Monthly	420	494	474	474	524	474	474	399	3,733
Donor Advised Grant	500	425	500			3,800		10,315	15,540
ELD Music Memory			6,000						6,000
Facebook Ad						20			20
Fall NVCR mailer 2015			100		1,122	4,020	520	205	5,967
Food from the Heart 2016							8,158	19,415	27,572
Founding 100 Endowment	1,126	2,126	1,021	21	21	21	21	21	4,379
Friends of MOW Membership	55	80	60	80	80	80	80	80	595
Fund raising events for CDD				170					170
General Donation 1516	3,052	12,771	25,753	5,262	5,290	7,535	2,425	1,079	63,166
Giving Tuesday 2015					2,500	7,700			10,200
Grocery Bag Tokens			946						946
Lift Line participant survey 2015	100		6						106
LL Out of County		80	80	80					240
LYBUNT mailer 2015	35								35
MCR Endowment Fund								1,213	1,213
MCR Mountain Affair 2015		3,795	819	22,981	400	140			28,135
MCR PAT 2016								8,710	8,710
MCR program donation box					227	405			632
MCRs Phone A Thon 2015	185	555	355	380	355	355	355	355	2,895
Memorial Donation		100	60						160
MOW Coin Drive 2015			300						300
MOW Food from the Heart Event 2015						500		1,000	1,500
MOW Lautman Fall Mailer 2015					37,346	31,029	1,442	170	69,987
MOW Lautman Spring Mailer 2015	840	895	303	480	255	10			2,783
MOW suggested meal donation	510	268	228	238	553	343	240	95	2,473
NV SummerYouth 2015			100						100
Payroll Deduction - Employee	327	335	224	448	448	448	448	448	3,127
Payroll Funds - non-CB	538	560	322	130	565	778	825	375	4,093
Personal appeal to individual donor						19,000			19,000
Program Donation Box	10	15	43		156	55			279
Redwood Mountain Faire			1,594		40				1,634
Restaurant Fundraiser	69	319			593	200			1,180
Santa Cruz Gives Good Times 2015					260	400			660
Senior Mailer 2015		2,615	1,883	8,060	340				12,898
Van Sponsorship	1,200	3,600							4,800
<b>Total</b>	<b>10,602</b>	<b>30,783</b>	<b>42,721</b>	<b>40,632</b>	<b>67,919</b>	<b>100,626</b>	<b>30,117</b>	<b>51,656</b>	<b>375,055</b>



**COMMUNITY BRIDGES**  
**Program Budget Summary**  
**January 31, 2016**

**Projections for Year Ended 6-30-16**

A	B	C	D	E	F	G	H	I	J	K
	6/30/15 Audited Balance	Annual Projected Expenses	Secured Projected Revenues	Unsecured Projected Revenues	(D+E-C) Net 2015-2016 Gain/Loss	(B+F) Cumulative Gain/Loss	Goal 25% Reserve %	Change from Prior Mo	% Change	14.5% Gen'l & Adm Exp
<b>PROGRAM NAME:</b>										
Meals on Wheels	475,348	1,647,412	1,564,110	95,520	12,218	487,566	30.7%	11,599	0.7%	230,757
Lift Line	(134,427)	1,466,948	1,442,606	62,733	38,391	(96,036)	-8.7%	4,091	0.3%	140,520
WIC (Oct-Sept FFY)	134,402	2,359,128	2,364,624	1,940	7,436	141,838	6.0%	6,995	0.3%	281,353
Child Development Div	(32,205)	1,997,903	1,933,746	34,424	(29,734)	(61,939)	-3.1%	(21,543)	-1.1%	291,121
La Manzanita Commtty Res	25,315	653,918	707,414	7,234	60,730	86,045	13.2%	15,581	2.4%	87,687
Live Oak Commtty Res	91,572	309,409	291,322	24,460	6,373	97,945	31.7%	(1,550)	-0.5%	44,238
CACFP (Oct-Sept FFY)	(6,315)	4,498,324	4,473,225	3,137	(21,962)	(28,277)	-6.2%	(10,377)	-0.2%	1,671
Mountain Commtty Res	195,640	362,949	383,155	39,910	60,116	255,756	70.5%	32,244	8.9%	52,627
Nueva Vista Commtty Res	33,866	338,524	348,063	10,927	20,466	54,332	16.0%	237	0.1%	46,962
Elderday	(67,268)	1,717,631	1,520,020	101,990	(95,621)	(162,889)	-9.5%	(11,597)	-0.7%	251,677
Administration	109,912	1,486,897	1,456,480	3,540	(26,877)	83,036	5.6%	1,350	0.1%	2,045
Philanthropy	47,983	95,604	67,205	23,671	(4,728)	43,255	45.2%	(286)	-0.3%	13,863
<b>TOTAL PROG OPERATIONS</b>	<b>873,824</b>	<b>16,934,647</b>	<b>16,551,971</b>	<b>409,485</b>	<b>26,808</b>	<b>900,632</b>	<b>7.20%</b>	<b>26,744</b>	<b>0.2%</b>	<b>1,444,521</b>
LOCR-Capital Campaign	415,901	23,302	(27,999)	33,739	(17,562)	398,339	NA	(32,250)	-138.4%	754
Nueva Vista Prop. Equity	200,694	0	0	0	-	200,694	NA	-	0.0%	0
Fixed Assets & Gen'l Agy	495,844	3,338	7,220	0	3,883	499,727	NA	-	0.0%	0
<b>TOTAL AGENCY</b>	<b>1,986,263</b>	<b>16,961,287</b>	<b>16,531,192</b>	<b>443,224</b>	<b>13,129</b>	<b>1,999,392</b>	<b>7.20%</b>	<b>(5,506)</b>	<b>0.0%</b>	<b>1,445,275</b>

Note: MOW : \$266,375 of MOW Endowment revenue included in Fixed Assets & General Agency 6/30/15 Fund Balance.

Note: LL : \$500,000 of prior year LL losses included in Fixed Assets & General Agency Fund Balance.

Note: Familia Property Value of \$200,694 moved to Equity from Income.

\*\* Fixed Asset purchases and Pass-Thru expenses exempt; Admin Program restricted to 5% gain due to restricted nature of its funding

**COMMUNITY BRIDGES**  
**Program Budget Summary**  
**January 31, 2016**

**PROGRAM NAME:**

---

<b>Meals on Wheels</b>	Delay staffing change <\$6K>, Op exps up \$18K, Donations up \$20K
<b>Lift Line</b>	EE changes saved \$.5K in health insur
<b>WIC</b>	Personnel saving due to reorgs
<b>Child Care Centers</b>	Assumes closure of Redwood Mountain thru 6/30>net loss <\$18.4K>
<b>La Manzana CR</b>	Addl \$10K staffing expense, \$19K Curr MAA plus \$10K 13/14 owed MAA
<b>Live Oak CR</b>	Small reductions in MAA/Cov CA enrollments
<b>CACFP</b>	Drop in Homes reporting <\$10K>
<b>Mountain Comnty Res</b>	\$10K staffing savings, \$10K Curr MAA plus \$10K 13/14 owed MAA
<b>Nueva Vista CR</b>	Minimal change, \$20K set aside to recoup prior year losses
<b>Elderday</b>	Personnel /Meals savings <\$19.5K>, Drop in ADA <\$31K>
<b>Administration</b>	Mix of personnel/legal savings and reduced GA
<b>Philanthropy</b>	Minimal change
<b>LOCR-Cap Campaign</b>	Expecting only 50% recovery of YTD <\$60.5K>
<b>Nueva Vista Property</b>	Gain in equity since acquisition
<b>FAs &amp; Agy Unrestr.</b>	Fiscal Sponsorships, Unallowable exps, Fixed Asset values

**UNCONFIRMED GRANT/FOUNDATION FUNDING IN PROGRAM BUDGETS - 15/16**

BUDGET ANALYSIS MONTH: **JAN 2016**

PROGRAM	SOURCE	UNCONFIRMED AMOUNT	KNOW-BY DATE	COMMENTS	FINAL STATUS	REMAINING LIABILITY
Lift Line	FTA Section 5310	-	3/4/16	Awarded to start in March 2016 (not Jan)	42,000	-
CDD	Contract Earnings-Nuevo Dia	13,964	3/15/16	4 new kids before 4/1 (new staff hired \$17K)		13,964
CDD	Contract Earnings-Redwood Mtn	-	2/29/16	Remain closed thru 6/30/16	(32,844)	-
CDD	Overearned Parent Fees	-	3/15/16	None projected for 15/16 (RM & ND, Loss = Bgt)	(40,301)	-
CDD	Parent Fees-Highland Park	5,108	3/15/16	1 new infant to be enrolled 3/1		5,108
CDD	Race To The Top	16,739	6/30/16?	Recurring grant		16,739
Elderday	Medi-Cal ADA	42,631	Monthly	Value of 6 ADA Mar-Jun (Feb 62.75, Mar 64.75, Bgt 68)		42,631
MOW	Direct Mail Campaigns (2)	34,000	6/30/16	Mailings in Nov (YTD \$66.5K) & April		34,000
		112,441				112,441

**Community Bridges**  
**Agency-Wide Revenue and Expenses**  
**January 31, 2016**

DESCRIPTION	YTD 1/31/16	EARNED		A/R YTD 1/31/16	UNEARNED		DESCRIPTION	ACTUAL	
		YTD 1/31/16	% OF TOTAL		YTD 1/31/16	% OF TOTAL		YTD 1/31/16	% OF TOTAL
REVENUE					EXPENSE				
County of Santa Cruz	967,170	840,893	9.2%		126,277	Salaries & Wages	3,415,886	37.8%	
City of Santa Cruz	79,791	139,125	1.5%	59,334		Payroll Taxes	498,560	5.5%	
City of Capitola	55,551	64,808	0.7%	9,257		Health Insurance/Retirement	584,112	6.5%	
City of Scotts Valley	4,454	5,193	0.1%	740		Contracted Services	154,353	1.7%	
City of Watsonville	9,044	10,551	0.1%	1,507		Transportation Services	234,720	2.6%	
AAA-Title IIIB/C	460,168	378,969	4.1%		81,199	Staff Travel	31,195	0.3%	
USDA-AAA / CAFB / SL	87,560	132,575	1.4%	45,014		Occupancy Expense	600,309	6.6%	
Dept of Health Svcs-WIC / Snap Ed	725,215	1,463,539	15.9%	738,323		Office/Program Expense	290,881	3.2%	
Dept of Educ-CACFP Admin	178,241	242,835	2.6%	64,594		Staff Training	19,450	0.2%	
Dept of Educ-CACFP Homes Passthru	2,494,235	2,461,571	26.8%		32,664	Insurance	62,600	0.7%	
Dept of Educ-CACFP Ctrs CCC / CBAS	55,318	91,328	1.0%	36,010		Taxes, Licenses, Interest & Fees	32,495	0.4%	
Dept of Education-CDD	824,604	753,781	8.2%		70,823	Equipment Expense	141,477	1.6%	
Transportation Development Act	490,806	365,494	4.0%		125,312	Raw Food and Related	327,084	3.6%	
EFSP (FEMA)	129	3,463	0.0%	3,334		Vehicle Operations/Maintenance	72,360	0.8%	
Covered CA-Navigator	8,360	16,721	0.2%	8,360		Payments to CACFP Homes/Ctrs	2,516,888	27.9%	
FTA Section 5310 - Cal Trans	0	0	0.0%	-		Payments to Other Agencies	33,462	0.4%	
FTA Section 5317 - Cal Trans	0	59,906	0.7%	59,906		Fixed Asset Purchases	18,359	0.2%	
First Five	156,695	166,520	1.8%	9,825		Vehicle Related Purchases	-	0.0%	
Foundations & Other Grants	284,185	235,670	2.6%		48,515	Depreciation/Amortization	-	0.0%	
Donations/Fundraising	338,627	338,627	3.7%	-					
Participant Contributions	55,833	55,833	0.6%	-					
Client Fees	211,685	176,346	1.9%		35,339				
Medi-Cal Fees	594,172	735,508	8.0%	141,336					
Program Income-Other	31,339	93,855	1.0%	62,515					
Transportation Fees/Scrip	14,581	14,581	0.2%	-					
Outside Contracts	52,588	59,814	0.7%	7,226					
Uncollectible Revenue	0	527	0.0%	-					
Interprogram Revenue	278,478	278,478	3.0%	-					
<b>TOTAL REVENUE</b>							<b>TOTAL EXPENDITURES</b>	<b>9,034,194</b>	<b>100.0%</b>
							Net Gain (Loss)	<b>152,314</b>	
							Prior Yr Reserves	<u>1,986,263</u>	
Change from last month	-58,560	<Stock Loss, Postpone 5317		173,555	329,505	<b>Net Assets:</b>	<b>2,138,576</b>		

**Community Bridges**  
**Statement of Financial Position**  
**January 31, 2016**

ASSETS	Unrestricted	Temporarily Restricted Capital Campaign	Temporarily Restricted Escrow	Endow Restricted Net Assets	TOTAL
	Cash and cash equivalents	748,538	-	177,000	
Cash reserved for LOFRC Facility Maint	-	387,662	-	-	387,662
Accounts/Grants receivable	1,351,878	-	-	-	1,351,878
Prepaid expenses	260,196	-	-	-	260,196
Inventory - Raw Food & Supplies	16,000	-	-	-	16,000
Refundable Deposits	55,223	-	-	-	55,223
Property and equipment	688,060	-	-	-	688,060
Leasehold improvements	9,590	-	-	-	9,590
<b>TOTAL ASSETS</b>	<b>3,129,485</b>	<b>387,662</b>	<b>177,000</b>	<b>27,500</b>	<b>3,721,647</b>
<b>LIABILITIES</b>					
Accounts payable	318,451	-	-	-	318,451
Salaries and wages payable	214,471	-	-	-	214,471
Payroll taxes payable	39,887	-	-	-	39,887
Retirement (401k) benefits payable	11,740	-	-	-	11,740
Accrued vacation salaries and wages	258,413	-	-	-	258,413
Health insurance payable/withheld	7,077	-	-	-	7,077
Short term debt (includes LOC)	-	-	-	-	-
Long term debt	-	-	-	-	-
Volunteer Center liability	-	3,296	-	-	3,296
Capitalized leases payable	68,218	-	-	-	68,218
Due to fixed asset fund	-	-	-	-	-
Unearned revenue/advances	532,373	-	-	-	532,373
Other debts	(292)	-	-	-	(292)
Other liabilities	129,436	-	-	-	129,436
<b>TOTAL LIABILITIES</b>	<b>1,579,774</b>	<b>3,296</b>	<b>-</b>	<b>-</b>	<b>1,583,071</b>
Fund Balance June 30, 2015	1,403,862	415,901	166,500	-	<b>1,986,263</b>
Current Year Income (Loss)	145,849	(31,535)	10,500	27,500	<b>152,314</b>
<b>TOTAL NET ASSETS</b>	<b>1,549,711</b>	<b>384,366</b>	<b>177,000</b>	<b>27,500</b>	<b>2,138,576</b>

	Current Month	Last Month	Proposed	Goals (Old)
Cumulative Net Gain (Loss):	↓ 152,314	210,874	\$200,000	\$150,000
Liquidity Ratio (Unrestr Cash/Total Liabilities):	↓ 0.47	0.51	3.0	3.0
Current Ratio (Current Assets/Current Liabilities):	↑ 3.1	2.5	2.2	1.6
Modified Current Ratio (Liabilites include advances):	↓ 2.0	2.1	1.7	1.2
Net Asset Ratio (Total Assets/Total Liabilities):	↓ 2.4	2.5	1.9	1.5
Debt to Equity (Total Liabilities/Total Fund Bal):	↓ 74%	67%	109%	185%
Debt to Assets (Total Liabilities/Total Assets):	↓ 42.5%	40.1%	52%	65%
Return on Reserves:	↓ 7.1%	9.6%	9.4%	7.0%
Current Assets (excludes property/fixed assets):	3,023,997	2,971,165	3,300,000	2,400,000
Current Liabilities (excludes long term/unearned):	979,183	1,194,931	1,510,000	1,510,000
Modified Current Liabilities (adds in unearned):	1,511,556	1,399,309	1,960,000	1,960,000

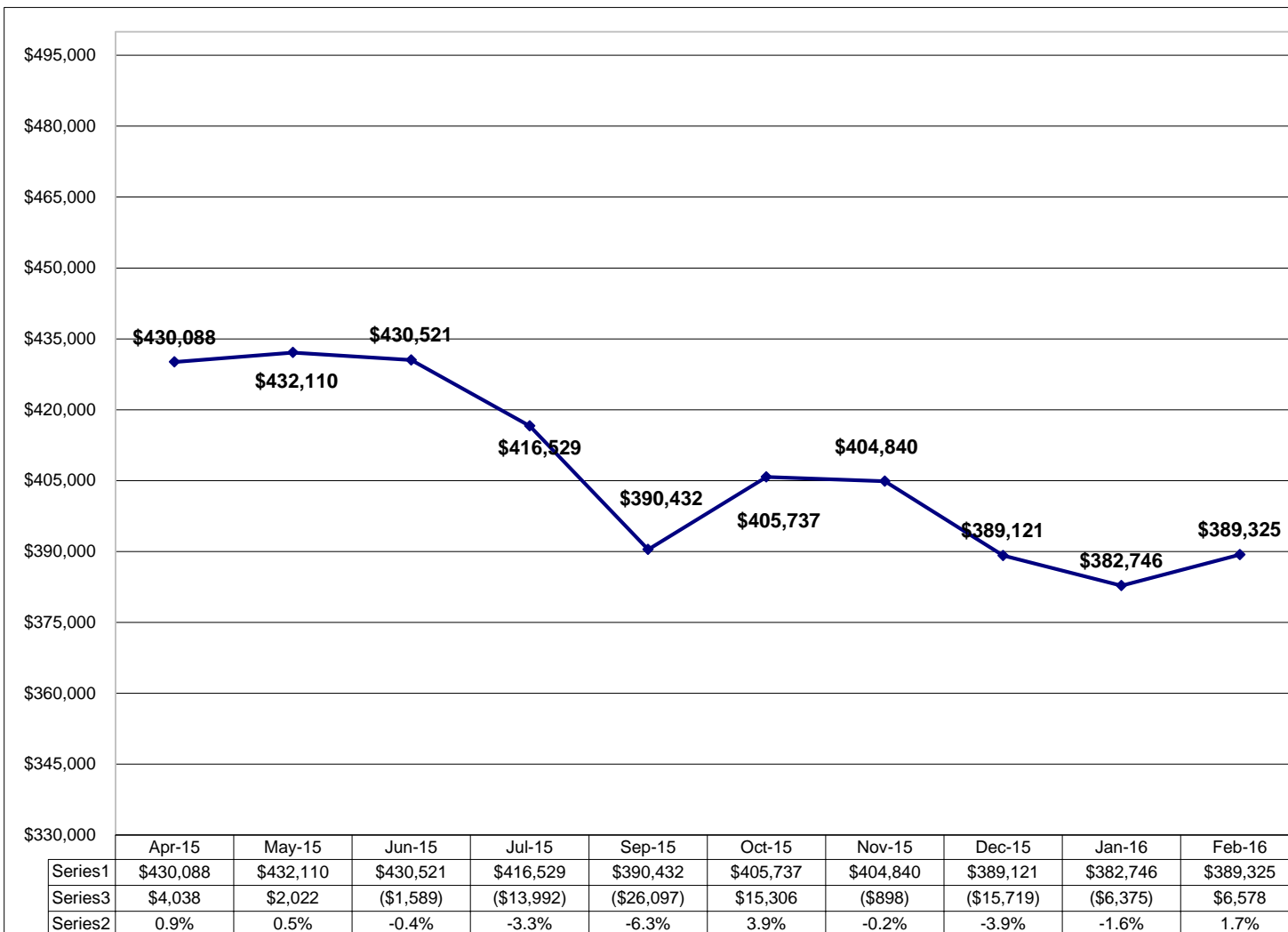
COMMUNITY BRIDGES WEEKLY CASH TRACKING FY 1516 QUARTER 3 1/1/16 - 3/31/16

3/16/16	Actual 1/1	Actual 1/8	Actual 1/15	Actual 1/22	Actual 1/29	Actual 2/5	Actual 2/12	Actual 2/19	Actual 2/26	Actual 3/4	Projected 3/11	Projected 3/18	Projected 3/25
<b>Beginning Balance:</b>	634,478	575,683	442,103	631,286	272,015	607,248	600,547	613,015	566,072	453,935	475,192	577,112	473,024
<b>Revenue</b>													
S C County		2,632		5,558	299,071	2,228	9,998		17,447	2,000		2,524	4,653
First 5-SCCO							17,663					19,801	20,000
City of SC										23,369			56,750
Capitola													
Scotts Valley				2,227									
Watsonville													9,044
AAA / USDA		105,289			63,209					88,709			
Summer Lunch													
New Freedom 5317/5310													
CACFP Passthrough			236,207	18,770			171,826	56,046	509		168,103	27,513	9,213
CACFP Admin			29,982	1,848			23,778	6,600	66		23,910	3,300	1,386
CACFP Centers				17,188				13,668				11,785	
Dept of Ed: CAFB													7,384
Dept of Ed: CDD					102,768				42,314				100,000
EFSP (FEMA)													
TDA					135,755								
Foundations & Grants	833	833				833	3,000	5,000		6,333			833
Donations/Fundraising	9,086	8,237	21,273	1,876	4,174	9,556	17,664	8,827	9,372	11,158	6,337	5,000	5,000
Participant Contributions MOW	1,470	1,366	2,474	1,530	1,250	1,009	2,358	1,249	1,551	1,922	249	1,000	1,000
Private Pay Fees-CDD/LOCR		56	15,354	2,916	343	877	5,567	11,185	601	27	364	14,000	4,000
Priv/VA Pmts-Elderday	1,265	2,948	2,139	2,400	1,970	2,058	1,015	595	1,980	1,907	615	500	
Medi-Cal-Elderday/LL	15,798	64,783	12,837	-	23,408	23,014	17,388	12,921	42,957	13,508	18,000	18,000	18,000
MSSP-Health Projects Ctr					1,023							990	
Transfer from WIC Savings						197,609			173,424		189,295		
Other Income/Scrip/Misc	84	890	2,342	9,386	3,650	6,022	1,093	13,093	2,147	3,606	48	1,500	1,500
<b>Total Revenue:</b>	<b>28,537</b>	<b>187,034</b>	<b>322,608</b>	<b>63,698</b>	<b>636,621</b>	<b>260,868</b>	<b>253,687</b>	<b>129,183</b>	<b>292,368</b>	<b>152,540</b>	<b>406,921</b>	<b>105,912</b>	<b>238,764</b>
<b>Expenses</b>													
Payroll	-	255,000	5,000	220,000	35,000	210,000	30,000	-	250,000	5,000	225,000	10,000	245,000
A-P Issued	50,015	41,500	155,973	58,722	172,615	9,155	239,661	47,102	142,632	1,936	125,000	40,000	150,000
CACFP Passthrough	-	15,000	1,000	100,000	125,000	25,000	30,000	100,000	90,000	25,000	5,000	100,000	75,000
<b>Total Expenses:</b>	<b>50,015</b>	<b>311,500</b>	<b>161,973</b>	<b>378,722</b>	<b>332,615</b>	<b>244,155</b>	<b>299,661</b>	<b>147,102</b>	<b>482,632</b>	<b>31,936</b>	<b>355,000</b>	<b>150,000</b>	<b>470,000</b>
Misc Adjs	2,091	1,289	2,492	(3,713)	57	1,028	(3,494)	3,658	(4,778)	1,203			
Subtotal A-P Cks on Hold	133,135	85,213	189,282	118,088	191,447	59,157	265,222	134,600	197,448	139,657	162,171	127,171	177,171
<b>A-P Checks Released</b>	<b>89,423</b>	<b>51,904</b>	<b>129,917</b>	<b>99,256</b>	<b>141,445</b>	<b>33,596</b>	<b>177,724</b>	<b>79,785</b>	<b>59,727</b>	<b>102,486</b>	<b>75,000</b>	<b>100,000</b>	<b>100,000</b>
<b>Borrow/(Paydown) MOW</b>													
A-P Balance on Hold	43,713	33,309	59,366	18,832	50,002	25,561	87,498	54,815	137,721	37,171	87,171	27,171	77,171
<b>Net Cash on Hand:</b>	<b>575,683</b>	<b>442,103</b>	<b>631,286</b>	<b>272,015</b>	<b>607,248</b>	<b>600,547</b>	<b>613,015</b>	<b>566,072</b>	<b>453,935</b>	<b>475,192</b>	<b>577,112</b>	<b>473,024</b>	<b>291,788</b>
<b>Line of Credit Borrowed</b>	-	-	-	-	-	-	-	-	-	-	-	-	-

## OPENING DOORS - CAPITAL CAMPAIGN INVESTMENTS

MARCH 7, 2016

Date	Balance	\$ chg.	% chg.
Aug-10	\$240,000		
Aug-11	\$312,796	\$72,796	30.3%
Sep-12	\$337,394	\$24,599	7.9%
Oct-12	\$334,817	(\$2,577)	-0.8%
Dec-12	\$342,458	\$7,641	2.3%
Jan-13	\$353,117	\$10,660	3.1%
Mar-13	\$369,766	\$16,649	4.7%
Apr-13	\$374,436	\$4,670	1.3%
Jun-13	\$371,997	(\$2,439)	-0.7%
Jul-13	\$384,193	\$12,195	3.3%
Sep-13	\$388,005	\$3,812	1.0%
Oct-13	\$398,901	\$10,896	2.8%
Dec-13	\$413,704	\$14,803	3.7%
Jan-14	\$404,164	(\$9,540)	-2.3%
Feb-14	\$406,920	\$2,756	0.7%
Mar-14	\$406,823	(\$97)	0.0%
Apr-14	\$406,425	(\$398)	-0.1%
Jun-14	\$417,173	\$10,748	2.6%
Jul-14	\$410,521	(\$6,652)	-1.6%
Sep-14	\$412,788	\$2,266	0.6%
Oct-14	\$415,440	\$2,652	0.6%
Dec-15	\$418,563	\$3,123	0.8%
Jan-15	\$412,185	(\$6,379)	-1.5%
Mar-15	\$426,050	\$13,865	3.4%
Apr-15	\$430,088	\$4,038	0.9%
May-15	\$432,110	\$2,022	0.5%
Jun-15	\$430,521	(\$1,589)	-0.4%
Jul-15	\$416,529	(\$13,992)	-3.3%
Sep-15	\$390,432	(\$26,097)	-6.3%
Oct-15	\$405,737	\$15,306	3.9%
Nov-15	\$404,840	(\$898)	-0.2%
Dec-15	\$389,121	(\$15,719)	-3.9%
Jan-16	\$382,746	(\$6,375)	-1.6%
Feb-16	\$389,325	\$6,578	1.7%



**Gain Since Inception**      **\$91,852**      **29.4%**

**Principal Invested**      **\$297,473**

Note: 11/10 New Funds Deposit \$39,879  
Note: 2/14 Funds Withdrawn <\$10,000>

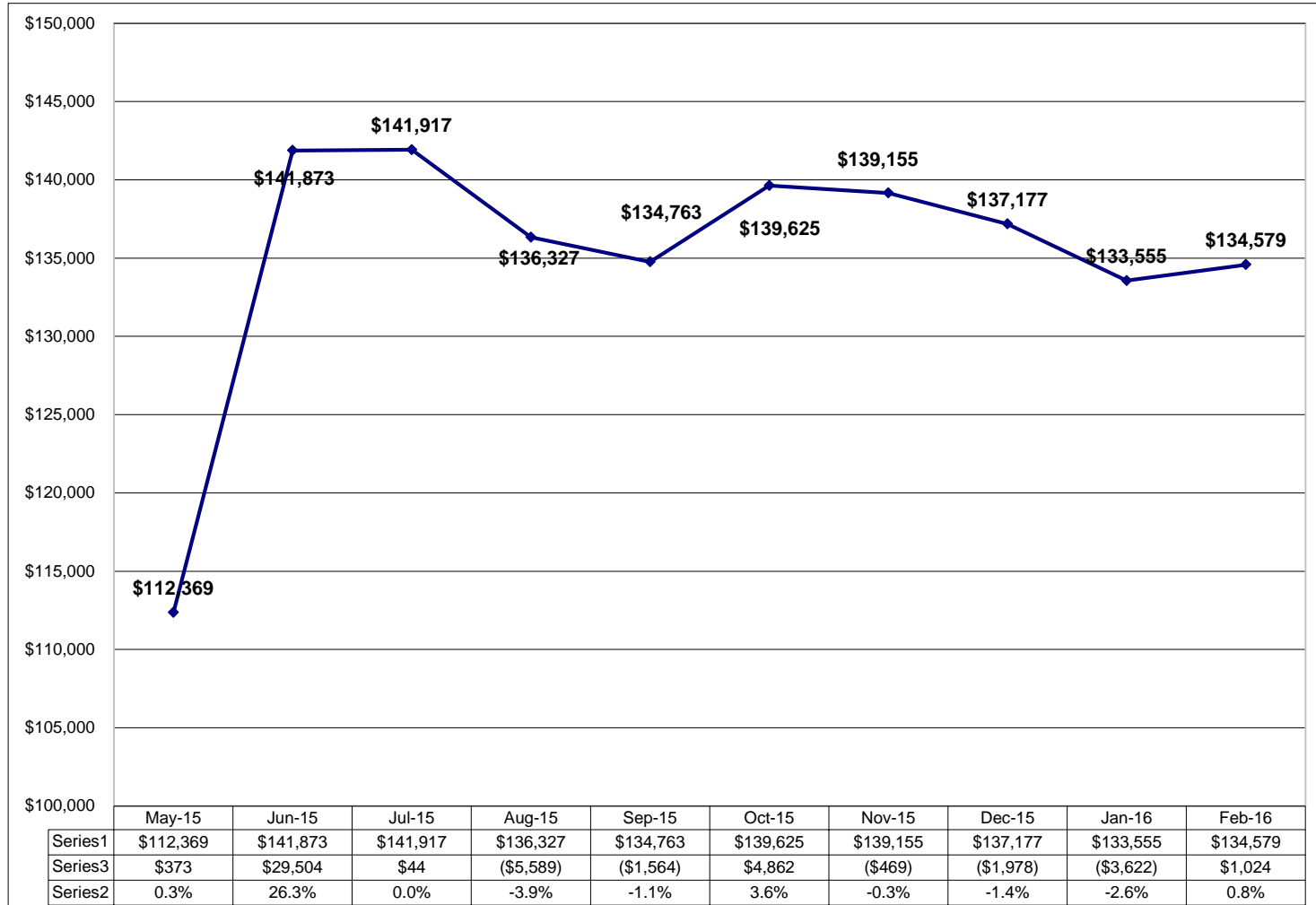
Note: 8/11 New Funds Deposit \$35,000  
Note: 6/15 Funds Withdrawn <\$15,000>

Note: 2/13 New Funds Deposit \$7,594

**ENDOWMENT INVESTMENTS - LPL FINANCIALS**

**FEBRUARY 29, 2016**

Date	Balance	\$ chg.	% chg.
Aug-14	\$27,500		
Sep-14	\$54,510	(\$490)	-0.9%
Oct-14	\$107,489	\$2,980	2.9%
Nov-14	\$109,132	\$1,643	1.5%
Dec-14	\$108,394	(\$738)	-0.7%
Jan-15	\$107,432	(\$962)	-0.9%
Feb-15	\$112,080	\$4,648	4.3%
Mar-15	\$111,670	(\$410)	-0.4%
Apr-15	\$111,996	\$326	0.3%
May-15	\$112,369	\$373	0.3%
Jun-15	\$141,873	\$29,504	26.3%
Jul-15	\$141,917	\$44	0.0%
Aug-15	\$136,327	(\$5,589)	-3.9%
Sep-15	\$134,763	(\$1,564)	-1.1%
Oct-15	\$139,625	\$4,862	3.6%
Nov-15	\$139,155	(\$469)	-0.3%
Dec-15	\$137,177	(\$1,978)	-1.4%
Jan-16	\$133,555	(\$3,622)	-2.6%
Feb-16	\$134,579	\$1,024	0.8%



**Gain Since Inception**      **(\$671)**      **-0.7%**

**Principal Invested**      **\$ 135,250**

Note: 8/15/14 Genl opened \$27,500  
Note: 6/15 NV opened \$30,250

Note: 9/22/14 Restricted opened \$27,500

Note: 10/7/14 MOW opened \$50,000



**Community Bridges  
Statement of Financial Position  
January 31, 2016**

ASSETS	Unrestricted	Temporarily Restricted Capital Campaign	Temporarily Restricted Escrow	Endow Restricted Net Assets	TOTAL
	Cash and cash equivalents	748,538	-	177,000	
Cash reserved for LOFRC Facility Maint	-	387,662	-	-	387,662
Accounts/Grants receivable	1,351,878	-	-	-	1,351,878
Prepaid expenses	260,196	-	-	-	260,196
Inventory - Raw Food & Supplies	16,000	-	-	-	16,000
Refundable Deposits	55,223	-	-	-	55,223
Property and equipment	688,060	-	-	-	688,060
Leasehold improvements	9,590	-	-	-	9,590
<b>TOTAL ASSETS</b>	<b>3,129,485</b>	<b>387,662</b>	<b>177,000</b>	<b>27,500</b>	<b>3,721,647</b>
<b>LIABILITIES</b>					
Accounts payable	318,451	-	-	-	318,451
Salaries and wages payable	214,471	-	-	-	214,471
Payroll taxes payable	39,887	-	-	-	39,887
Retirement (401k) benefits payable	11,740	-	-	-	11,740
Accrued vacation salaries and wages	258,413	-	-	-	258,413
Health insurance payable/withheld	7,077	-	-	-	7,077
Short term debt (includes LOC)	-	-	-	-	-
Long term debt	-	-	-	-	-
Volunteer Center liability	-	3,296	-	-	3,296
Capitalized leases payable	68,218	-	-	-	68,218
Due to fixed asset fund	-	-	-	-	-
Unearned revenue/advances	532,373	-	-	-	532,373
Other debts	(292)	-	-	-	(292)
Other liabilities	129,436	-	-	-	129,436
<b>TOTAL LIABILITIES</b>	<b>1,579,774</b>	<b>3,296</b>	<b>-</b>	<b>-</b>	<b>1,583,071</b>
Fund Balance June 30, 2015	1,403,862	415,901	166,500	-	<b>1,986,263</b>
Current Year Income (Loss)	145,849	(31,535)	10,500	27,500	<b>152,314</b>
<b>TOTAL NET ASSETS</b>	<b>1,549,711</b>	<b>384,366</b>	<b>177,000</b>	<b>27,500</b>	<b>2,138,576</b>

	Current Month	Last Month	Proposed	Goals (Old)
Cumulative Net Gain (Loss):	↓ 152,314	210,874	\$200,000	\$150,000
Liquidity Ratio (Unrestr Cash/Total Liabilities):	↓ 0.47	0.51	3.0	3.0
Current Ratio (Current Assets/Current Liabilities):	↑ 3.1	2.5	2.2	1.6
Modified Current Ratio (Liabilites include advances):	↓ 2.0	2.1	1.7	1.2
Net Asset Ratio (Total Assets/Total Liabilities):	↓ 2.4	2.5	1.9	1.5
Debt to Equity (Total Liabilities/Total Fund Bal):	↓ 74%	67%	109%	185%
Debt to Assets (Total Liabilities/Total Assets):	↓ 43%	40%	52%	65%
Return on Reserves:	↓ 7.1%	9.6%	9.4%	7.0%
Current Assets (excludes property/fixed assets):	3,023,997	2,971,165	3,300,000	2,400,000
Current Liabilities (excludes long term/unearned):	979,183	1,194,931	1,510,000	1,510,000
Modified Current Liabilities (adds in unearned):	1,511,556	1,399,309	1,960,000	1,960,000

	Targets	Proposed
Cash:	550,000	1,000,000
Accounts Recvble:	650,000	650,000
Prepd & Other:	50,000	50,000
F/A:	600,000	600,000
<b>Total Target:</b>	<b>1,850,000</b>	<b>2,300,000</b>
Accounts Payable:	335,000	335,000
Salaries & Taxes:	420,000	420,000
Deferred Revenue:	225,000	225,000
Other Liabilities:	220,000	220,000
<b>Total Liabilities:</b>	<b>1,200,000</b>	<b>1,200,000</b>
Fund Balance:	650,000	1,100,000
<b>Liab + Reserves:</b>	<b>1,850,000</b>	<b>2,300,000</b>

# Coast Lines, Feb. 23, 2016: First 5 Express stops at Children's Center

---

POSTED: 02/22/16, 3:42 PM PST | UPDATED: 3 WEEKS, 1 DAY AGO 0 COMMENTS

---

WATSONVILLE

## FIRST 5 EXPRESS STOPS AT CHILDREN'S CENTER

The First 5 Express is a bilingual children's activity center that travels across California to inspire families with children ages 5 and younger to make healthy choices and to understand the importance of a child's earliest years.

This year's focus is on the importance of talking, reading and singing with children from day one and its impact on early brain development.

It will stop at the Watsonville Children's Center, 32 Madison St., between 10:45 a.m. and 4:15 p.m.

Information: [First5California.com](http://First5California.com).

SANTA CRUZ

## PARENTING WORKSHOPS ADDRESS DISOBEDIENCE

Triple P — Positive Parenting Program will offer a free workshop for families with children with special needs, 6:30-8:30 p.m. Wednesday.

The workshop topic will be "How to deal with disobedience" and include tips on how to adapt parenting strategies to the special needs of children. Sonia Plageman of the Special Parents Information Network will lead the class, which will be held in the Santa Cruz Police Department Community Room, 155 Center St.

Also this week, Triple P will host the seminar "Getting teens connected" at La Manzana Community Resources, 521 Main St., Suite E, Watsonville. Parents can attend this free seminar to learn strategies to encourage teens to form positive connections with others. The class will be 6-7:30 p.m. Thursday, and will be conducted in Spanish.

All Triple P seminars and workshops are free and open to the public. Register at 831-465-2217 or [first5scc.org/calendar/parent-trainings](http://first5scc.org/calendar/parent-trainings).

# Coast Lines, March 3, 2016

POSTED: 03/03/16, 6:57 PM PST | UPDATED: 1 WEEK, 5 DAYS AGO

## FELTON

EMERGENCY PREPAREDNESS WORKSHOP IS THURSDAY

**Mountain Community Resources will host a free workshop to prepare for emergencies 7-9 p.m. Thursday at 6134 Highway 9.**

**Presenters include Liz Taylor-Selling, chairwoman of the San Lorenzo Valley Emergency Network, network member Ray Soler and Fire Capt. Robert Gray.**

**Attendees are asked to register by calling Kelly Curlett at 335-6600 Ext. 6603 or [kellyc@cbridges.org](mailto:kellyc@cbridges.org).**

Valley Club News: March 2016

## The San Lorenzo Valley Rotary Club

The club held its annual Speech contest and SLVHS Senior Madeline Peterson was the winner. Madeline will compete at the Area Level Speech Contest on February 25 at the Capitola Aptos Rotary Club meeting. Also this month, members of the San Lorenzo Valley Rotary and SLVHS Interact Club will volunteer for the annual Mountain Community Resources Phone-a-Thon.

SLV Rotary will interview and select three SLVHS students as delegates to attend RYLA, the Rotary Youth Leadership Award. This is a weeklong leadership camp held during the summer. The Rotary Club covers the cost for the delegates to attend the camp, and for many of the former RYLA delegates, they praise their week at RYLA as a life changing experience.



Upcoming meetings at the Mt. Hermon Conference Center in Felton: March 2, Toni Lane and Brian King of the Wilderness Skills Institute; March 9, Club Assembly; March 23, Vocation Appreciation Award; March 30, Cameron Haste, Artic Exploration. On March 16 the speakers will be Bill Rush and Ed Klotz of Comunidad. This meeting will be held at the Ben Lomond Bistro at 9465 Hwy 9 in Ben Lomond.

The Rotary Club of SLV meets every Wednesday morning at 7:15AM. All meetings are open to the public. If you are interested in joining a service organization, making new friends and becoming an active member in our community, the Rotary Club of SLV would encourage you to join us for breakfast. Additional information can be found on our website <http://slvrotaryclub.org/>



**Meals on Wheels**  
FOR SANTA CRUZ COUNTY  
**COMMUNITY BRIDGES**  
PUENTES DE LA COMUNIDAD 

**Press contact:**

Lisa Berkowitz, Program Director  
(831) 464-3180 x 106 | lisab@cbridges.org

FOR IMMEDIATE RELEASE: March 14, 2016

**March for Meals Community Champions Week highlights work of Meals on Wheels**

Meals on Wheels for Santa Cruz County joins the Meals on Wheels Association of America in celebrating Community Champions Week, March 21-25, 2016. This campaign aims to increase awareness and encourage support for senior nutrition needs and services.

Elected officials will deliver meals to local seniors to experience the impact services have on those who struggle with aging, isolation and poverty.

Deliveries begin Monday, March 21 through Friday, March 25 at the Elena Baskin Live Oak Senior Center at 1777 Capitola Road in Santa Cruz. Participants gather in the back loading area at 10:00am every morning.

Officials were also invited to visit the program's five senior dining sites to enjoy the camaraderie. Lunch served at four sites on March 24 at 12:00pm will include a springtime celebration.

Field Representatives Ryan Simon from Congressman Sam Farr's office and Nicolette Lee from Senator Bill Monning's office will deliver meals on Friday, March 25 following a press conference at the Meals on Wheels Live Oak kitchen located at 1777 Capitola Road in Santa Cruz beginning at 10:00am

Cecilia Espinola, County of Santa Cruz Human Services Department Director, and Raymon Cancino, Community Bridges CEO will be in attendance at the Friday morning press conference and help deliver meals.

First District County Supervisor John Leopold will help serve lunch at the Live Oak Senior Center on Wednesday, March 23 at 1777 Capitola Road in Santa Cruz.

Second District County Supervisor Zach Friend will deliver meals to seniors' homes on Wednesday, March 23.

Third District County Supervisor Ryan Coonerty will help serve lunch at the Loudon Nelson Community Center located at 301 Center Street in Santa Cruz on Thursday, March 24.

Joining Supervisor Coonerty are Santa Cruz Mayor Cynthia Mathews and Councilmembers Don Lane and Micah Posner. Councilmember Posner will also deliver meals to seniors' homes on Friday, March 25.

Fifth District County Supervisor Bruce McPherson will help serve lunch at the Scotts Valley Senior Center located at 360 Kings Village Road on Wednesday, March 23. Joining him is Scotts Valley Mayor Donna Lind.

Watsonville Mayor Felipe Hernandez and Councilmembers Lowell Hurst and Rebecca Garcia will help serve lunch at the Watsonville Senior Center located at 114 E 5th Street on Thursday, March 24. Councilmember Hurst will also deliver meals to seniors' homes on Friday, March 25.

Any individual age 60 and over is welcome to visit the dining sites Monday through Friday for a suggested donation of \$2.50. The Scotts Valley site serves on Wednesdays only.

**About Meals on Wheels for Santa Cruz County, a program of Community Bridges**

Since 1976, Meals on Wheels for Santa Cruz County, a program of Community Bridges, has served nearly 9 million meals to 70,000 local seniors in need. Every day, Meals on Wheels for Santa Cruz County, a program of Community Bridges, serves nearly 1,800 seniors in need each year with warm meals, caring human contact, and a personalized service plan. The tireless work of this program – supported by a dedicated army of 200 volunteers – allows thousands of Santa Cruz County residents to remain healthy, safe, and independent in their own homes.

For more information about Community Bridges services or to view Meals on Wheels lunch menus, please visit [www.communitybridges.org](http://www.communitybridges.org) or email [info@cbridges.org](mailto:info@cbridges.org).

To find out if an individual qualifies for home-delivered meals, please call 831-464-3180. Meals on Wheels services are funded in part by the Older Americans Act of 1965.