



FreeStore Board of Directors
Meeting Minutes
August 8, 2022 @ 5:00 PM
Saint Timothy's Church Rm 131

Members Present: Diane Munns, Marty Rathje, Larry Anderson, Jeanie Smith, Pat McDermott, Rachel McGrew, Gloria Gray, and Dave Busiek

Various informational documents to be considered during this meeting were provided to the Board Members prior to the meeting with ample time for its study and deliberation. The contents of these documents, referenced throughout, will be preserved as a permanent record of the FreeStore and deemed to be incorporated by this reference in the meeting minutes to the extent the Board considered, discussed, or acted upon the matters in the informational documents.

1. **Call to Order and Welcome** - Ms. Munns, Chair, called the meeting to order at 5:01 p.m., confirmed a quorum was present, and chaired the meeting.
2. **Election of Board Officers** - Ms. Munns announced the resignation of board member Christopher Dean. She then proposed a full-term officer nomination of Mr. Dave Busiek for the 2022-2025 term. Ms. Gray moved to approve, and Mr. Anderson seconded. Upon unanimous vote, the motion carried.
3. **Approval of Minutes** – Ms. McGrew asked if there were any amendments or corrections to the minutes from the meeting held on May 9, 2022. Mr. Anderson requested the financial report date be changed to April 30 instead of March 31. Mr. Rathje moved to approve the minutes. Mr. McDermott seconded and upon unanimous vote, the motion carried.
4. **Treasurer's Report** – Mr. Anderson presented the July 31, 2022 Financial Report highlighting financial activities from the quarter, including an overview of the Birdies for Charity contribution. Mr. Anderson then outlined recent repair work needed on the trucks. Committee members also discussed the overall increasing prices of expenses, the diminishing supply of donations, and the treatment of online sales tax. Mr. Anderson will continue to watch increasing expenses and provide necessary updates to the Board.
5. **High School Volunteer Project**
Guests, McB McMannis (Ms. Smith's daughter) and Taryen Myers (Roosevelt High School Sophomore) arrived at 5:23 p.m. Ms. McMannis shared how Ms. Myers hosted a fundraiser at her church collecting money and household items on behalf of the FreeStore. Ms. Myers would like to continue to support the FreeStore by capitalizing on the silver cord program at her school. Committee members were appreciative of her commitment and agreed this relationship should be further pursued. Ms. Smith will provide updates at future board meetings. Ms. McMannis and Ms. Myers left the meeting at 5:38 p.m.

6. **Grant and Fundraising Update** – Ms. Smith reporting receiving the grant paperwork for Prairie Meadows. In general, grant committees are looking to fund projects or tangible purchases and not many items from our budget fall in this category. An idea was presented to determine how many dollars it takes to serve a family, ‘\$X to serve a family’. Ms. Munns shared that a corporation sponsorship/partnership is still desired to help fill the potential revenue gap. She also shared the paperwork to apply to Target Circle was completed.
7. **Operation’s Manager Report** – Mr. Rathje highlighted items from the Operations Memo dated August 8, 2022, commenting on furniture donations, truck usage, volunteer status, and the frequency of deliveries. Mr. Rathje also shared that the Daughters of the American Revolution has selected the FreeStore as their state project. They will be promoting us for donations of both material and money. Mr. Rathje then highlighted year-to-date client information as of June 30, 2022. He stated the number of families served has remained the same, however, the amount of agencies served has significantly increased. Committee members discussed the impact of this increase on warehouse operations.
8. **Discussion Items:**
- a. Condition of furniture donations – Mr. Rathje and Ms. Gray expressed concerns about the condition of some of the donated items coming into the warehouse. Committee members discussed possible solutions. Mr. Rathje will talk with pick-up teams.
 - b. Volunteer shortage – Mr. Rathje shared that truck drivers and pick-up team volunteers are running short. Committee members discussed opening the warehouse for drop-off donations so the pick-up teams can focus on larger donation items.
 - c. Deliveries without assistance – Committee members agreed if non-DV clients do not have the appropriate help to unload furniture items, the truck drivers have the authority to bring the truck and contents back to the warehouse.
 - d. Sex trafficking victims – Mr. Rathje led a discussion about how the FreeStore would like to handle serving sex trafficking victims going forward. The practice today is for the FreeStore to deliver and assess no fee. The two agencies using this service have been Dorothy’s House and YSS of Ames. Ms. Gray asked for clarification on what constitutes as a trafficking agency before any final decision is made. Committee members agreed to hold the discussion.
 - e. Technology Update – Mr. McDermott shared his proposal on how to move client intake forms from paper to an electronic format. Committee members raised data security concerns and wondered if a transitional period would be necessary. Mr. Anderson is also having conversation with the property owner about external security camera expenses due to recent vandalism to property and trucks.
 - f. The 2021 990 Return – Ms. Munns is working on the completion of the return. The return is to be submitted by November 15, 2022.

There being no further discussion items, the meeting adjourned at 6:58 p.m.

The next scheduled meeting will occur on November 7, 2022.

Respectfully submitted,

Rachel A. McGrew

Rachel McGrew, Secretary

MEMO

To: FreeStore Board of Directors

From: Larry Anderson LNA

Date: August 7, 2022

Subject: July 31, 2022 Financial Report

Some thoughts about the July 31, 2022 financial report:

Page 1 - Revenue

- General donations (those with no reference to a newsletter) continue to increase this year. We anticipated \$15,000 for the year, but so far have received in excess of \$55,000. The Spring Newsletter has raised nearly \$16,000, compared to the budgeted \$14,000. In total, we have received 75% of our estimated annual revenue in seven months.
- We've received a total of \$2,800 from the Chrysalis Foundation this year. Other grants have been applied for and we'll hear from them later, hopefully with positive results. (See page 2 of this memo.)
- Services we provide to non-domestic violence client families have resulted in \$8,140 thus far in 2022.

Page 2 - Operating Expenses, Investments and Capital Expenditures

- Under *Warehouse Operation and Maintenance*, costs are shown for renting four spaces at CubeSmart on East University Avenue, as well as the main warehouse. CubeSmart has raised its rates again, resulting in a total cost of \$550 per month. The monthly warehouse lease costs are now comprised of rent at \$2,075.00, common area maintenance at \$968.33 and the parking lot at \$692.00, for a total of \$3,735.33. It's important to note that the parking lot is a capital improvement cost, which will end in approximately six years, when the construction is paid off. We pay no interest on this loan.
- Recently, we have had two expensive repair bills on the 2006 truck. They account for much of the \$2,900 spent on truck maintenance during this reporting period. Many thanks to Bill Brentano for his diligence in keeping the trucks "on the road".
- The recent reduction in gasoline prices will help the budgeted amount for truck fuel.
- We have paid the annual renewal costs for insurance. Those amounts are shown on pages 2 and 3.

- A reminder that we purchased 200 small microwaves at approximately half of their usual retail cost.

Page 3 - Operating Expenses, Investments and Capital Expenditures

- We pay sales tax on everything we use ourselves. I've not included in "sales tax" the fees and other charges, such as franchise fees, the utilities pass through. My \$200 "guestimate" is woefully low, as shown. A big part of the sales tax paid in this reporting period is on the truck repairs.

Pages 4 and 5 - Other Financial Information

- The table at the top of page 4 shows our investment in the Community Foundation of Greater Des Moines. That investment remains a significant part of our financial portfolio. The fund has lost value (\$33,271) this year, although the rate of loss has diminished from what it was in the Spring. If we need it, the five percent easily withdrawable amount is \$16,400, due to the higher balance in our fund on January 1, 2022. The Board can authorize higher withdrawals.
- The table at the bottom of page 5 pulls together the revenue data to show how the various sources compare. The portion of our operating expense funds used for client benefit remains high, at 91 percent.

Pages 6 and 7 - Check Register

- These pages show data on checks written during 2022. The listing of checks written to transfer donations to the Birdies for Charity Program is interesting (page 7). For the first time, we raised more between July, 2021 and June, 2022 than the \$100,000 the Birdies program will match.

Page 8 – Comparison of Checking and Investment Account Balances and FreeStore Memorial Fund

- The "Comparison . . ." table sets out the changes in values of the FreeStore's checking and investment accounts during 2022. Our overall value decreased by approximately \$16,100, substantially due to the change in value of our investment account.
- The FreeStore Memorial Fund table shows the fund's balance on July 31, 2022 and the total of memorial donations given during this year.
- A final note. We have, today, received a \$10,000 Community Development Grant from Polk County, payable by Prairie Meadows. We have not yet received the matching amount from the Birdies for Charity Program but anticipate it will be \$10,000, also.



Financial Report

July 31, 2022



FreeStore, Inc.
2022 Budget Report
 July 31, 2022

<u>Description</u>	2022	<u>Actual Amounts</u>	
	<u>Budget</u>	<u>Year 2022</u>	<u>May 1 - Jul 31</u>
<u>Revenue</u>			
<i>Use of Cash on Hand</i>	\$1,700.00	\$0.00	\$0.00
<i>Fund Raising Activities</i>			
2021 Fall Newsletter	8,600.00	5,250.00	0.00
2022 Spring Newsletter	14,000.00	15,617.20	15,617.20
2022 Fall Newsletter	18,000.00	0.00	0.00
Third Fund Raising Activity and/or Grants	12,400.00	0.00	0.00
Birdies for Charity	9,000.00	0.00	0.00
Anonymous Donation	10,000.00	0.00	0.00
Memorial and "In Honor of" Donations	500.00	110.00	50.00
<i>Fill the Mayflower Event (Canceled due to COVID)</i>			
Cash Donations	0.00	0.00	0.00
<i>General Donations (excluding Fill the Mayflower & Amazon Smile)</i>	15,000.00	55,779.64	10,426.02
Dressers for Kids Donations	0.00	0.00	0.00
<i>Grants</i>			
Grants from New Sources	5,000.00	0.00	0.00
BWA Foundation	9,000.00	0.00	0.00
Chrysalis Foundation	2,500.00	2,500.00	0.00
Chrysalis Community Partner Emergency Fund	500.00	300.00	0.00
Frisbie Club, Plymouth Congregational Church of Christ	0.00	500.00	500.00
Polk County Community Betterment	0.00	0.00	0.00
Prairie Meadows Foundation	0.00	0.00	0.00
Domestic Abuse Coordinating Council	0.00	0.00	0.00
United Way of Story County	1,000.00	0.00	0.00
<i>Other Sources of Revenue</i>			
Services to Outside Agencies Clients	9,500.00	8,140.00	3,970.00
Polk County Family Enrichment Center Clients and Invoiced Amounts	3,000.00	1,990.00	1,090.00
Sale of FreeStore Clothing	250.00	20.00	0.00
Amazon Smile Foundation	100.00	88.21	38.32
Benevity	0.00	121.38	0.00
Interest on Checking Account	0.00	0.00	0.00
Return on Investments (Stays in CFGDM Account. See page 4)	0.00	0.00	0.00
Miscellaneous (Includes Gift Cards and In Kind Donations)	<u>200.00</u>	<u>0.00</u>	0.00
Total - Revenue	\$120,250.00	\$90,366.43	\$31,641.54



FreeStore, Inc.
2022 Budget Report
 July 31, 2022

<u>Description</u>	2022	<u>Actual Amounts</u>	
	<u>Budget</u>	<u>Year 2022</u>	<u>May 1 - Jul 31</u>
<u>Operating Expenses, Investments and Capital Expenditures</u>			
<u>Operating Expenses for Client Services</u>			
<i>Warehouse Operation and Maintenance</i>			
Operation			
Utilities (Electricity, Gas, Water, Sewer, Storm Drainage)	\$5,500.00	\$4,615.10	1,106.03
Telephone	1,200.00	685.67	295.97
Waste Disposal	1,900.00	1,936.89	1,076.71
Pest Control (Monthly)	1,200.00	716.10	254.10
Bed Bug Inspections (Six per Year)	900.00	571.95	153.45
Cleaning - Eleventh Street Warehouse (Monthly)	2,700.00	1,350.00	450.00
Warehouse Operation	900.00	250.00	250.00
Miscellaneous	100.00	41.88	41.88
Rent			
Eleventh Street (Mark Clark) (\$2,075 per month)	24,900.00	19,401.25	6,225.00
Common Area Maintenance (Mark Clark) (\$975 per month)	11,700.00	9,983.94	2,237.30
CubeSmart Self Storage (CubeSmart, Inc.)	5,600.00	3,425.00	1,565.00
Maintenance	400.00	545.57	0.00
Shop Supplies and Tools	600.00	541.56	267.23
<i>Purchase, Pick Up and Deliver Household Items</i>			
Three FreeStore Trucks - Operation and Maintenance			
Operation			
Fuel (1,400 gal. at \$3.90 per gal.)	5,500.00	3,394.71	1,571.23
Licenses and Fees	260.00	733.59	0.00
Insurance	4,600.00	4,508.00	4,508.00
Maintenance	2,400.00	3,856.31	2,917.45
Dressers			
Kids	7,000.00	1,906.11	1,329.11
Tool Kits	0.00	0.00	0.00
Adults (Iowa Prison Industries)	0.00	0.00	0.00
Shipping & Miscellaneous	0.00	0.00	0.00
Purchase Items for Clients			
Bed Frames (50 at \$40.00)	2,000.00	0.00	0.00
Children's Bunk Beds (Complete)	0.00	0.00	0.00
Cribs (Complete)	0.00	0.00	0.00
Bedding (Sheets and Pillows)	0.00	0.00	0.00
Mattresses, Box Springs and Bed Boards	0.00	0.00	0.00
Mattress Covers and Shipping (150 at \$8, including shipping)	1,200.00	0.00	0.00
Small Microwaves (100 at \$50.00)	5,000.00	7,160.00	0.00
Kitchen Items (Crock pots, cutlery, utensils, etc.)	1,600.00	856.57	572.57
Small Kitchen Appliances (Toasters, etc.)	1,000.00	722.30	424.22
Vacuum Cleaners (60 at \$50)	3,850.00	3,430.28	0.00
Clean Start (Cleaning Supplies Baskets)	4,500.00	2,037.65	958.14
Other Items	1,000.00	455.06	321.62
<i>Business Insurance</i>			
Property and Casualty	4,000.00	2,377.00	2,377.00
Total - Operating Expenses for Client Services	\$101,510.00	\$75,502.49	\$28,902.01



FreeStore, Inc.
2022 Budget Report
 July 31, 2022

<u>Description</u>	2022	<u>Actual Amounts</u>	
	<u>Budget</u>	<u>Year 2022</u>	<u>May 1 - Jul 31</u>
<u>Operating Expenses, Investments and Capital Expenditures</u>			
<u>Other Operating Expenses</u>			
<i>Fund Raising</i>			
Fill the Mayflower Event	\$0.00	\$0.00	0.00
2022 Spring Newsletter	3,200.00	2,723.20	2,723.20
2022 Fall Newsletter	3,200.00	0.00	0.00
Fund Raising Consulting Services	0.00	0.00	0.00
Miscellaneous	100.00	0.00	0.00
<i>Office Operation</i>			
Office Supplies	700.00	0.00	0.00
Publications	0.00	0.00	0.00
Bulk Mail Permit Fee	275.00	0.00	0.00
Postage	300.00	0.00	0.00
Printing and Advertising	300.00	1,167.50	450.00
Clerical Support (St. Timothy's Episcopal Church, WDM)	720.00	0.00	0.00
Technology Maintenance and Upgrading	1,000.00	56.51	0.00
Accounting System - Training and Online Software	0.00	934.67	215.67
Website Development	0.00	0.00	0.00
<i>Business Insurance</i>			
<i>Property and Casualty</i>			
Management Liability	1,000.00	814.00	814.00
<i>Miscellaneous</i>			
Purchase of FreeStore Clothing	270.00	0.00	0.00
Board of Directors' Expense	750.00	0.00	0.00
Volunteer Recognition and Thanks	300.00	59.75	0.00
PayPal Fees	125.00	6.76	3.38
Sales Tax	200.00	1,195.07	653.19
Refunds and Miscellaneous Costs	<u>0.00</u>	<u>172.82</u>	168.00
Total - Other Operating Expenses	\$12,440.00	\$7,130.28	\$5,027.44
 Total - Operating Expenses	 \$113,950.00	 \$82,632.77	 \$33,929.45
 Capital Expenditures			
Parking Lot Replacement at \$692.00 per month, beginning April, 2022)	\$6,300.00	\$3,460.00	\$2,076.00
 Total - Capital Expenditures	 \$6,300.00	 \$3,460.00	 \$2,076.00
 Total Operating Expenses and Capital Expenditures	 \$120,250.00	 \$86,092.77	 \$36,005.45
 Results for the Year/This Period	 \$0.00	 \$4,273.66	 -\$4,363.91
 Per Cent of Operating Expenses Used for Client Benefit:	89.08%	91.37%	85.18%

Investment and Other Financial Information

July 31, 2022

Investments

Certificates of Deposit

None

FreeStore Charitable Fund

Community Foundation of Greater Des Moines (CFGDM) (Long-Term Growth Portfolio)

\$328,282.28	Fund Balance - January 1, 2022	(Total FreeStore Investment: \$165,000.00)
0.00	Plus Contributions	(\$10,000 "bonus" from CFGDM is included in Fund Balances)
0.00	Plus Earnings Allocated to Fund	(credited quarterly)
767.17	Less Administrative Fees	(charged quarterly)
0.00	Less Other Activity (Withdrawal)	
0.00	Plus Other Activity (Repayment)	
-33,270.56	Plus Change in Investment Value	
\$294,244.55	Equals Fund Balance - April 30, 2022	

Change =	-10.37%
(End Balance - Begin Bal.) / Begin Bal.	

\$16,414.14 Withdrawable ("spendable") Cash (5% of the January 1, 2022 Fund Balance)
(Amounts in excess of the spendable amount require FreeStore Board approval)

Statistical Information (dollar amounts are included in the Budget Report)

		<u>Cumulative</u>	<u>2022</u>
Services Provided to Clients of Other Agencies		1,505 Clients	118 Clients
Services began in July, 2007	Billed	\$106,067.50	\$8,825.00
140 Agencies Served to date	Paid	104,547.50	8,825.00
Services Provided to Clients of Polk County Family Enrichment Center		245 Clients	18 Clients
Services began in May, 2013	Billed	\$19,005.00	\$1,880.00
(Corrected statistics)	Paid	18,600.00	1,545.00
FreeStore Clothing Sales (Running Balance and Current Year Sales)		(\$3,661.75)	\$20.00
Grant Funds:		<u>2021</u>	<u>2022</u>
		\$19,075.00	\$3,300.00
General Donations:		\$25,696.87	\$55,779.64
Number of Donations:		177	61
Birdies for Charity: (Sammons bonus: 10%)		\$9,827.59	\$0.00
\$10,000 is anticipated in 2022			
Fill the Mayflower (canceled in 2021 due to COVID)			
Donations:		\$0.00	\$0.00
Number of Donations:		0	0

	<u>2021</u>	<u>2022</u>
Spring Newsletters (excludes Birdies for Charity, Memorial & "In Honor of" donations)		
Donations:	\$17,795.00	\$15,617.20
Number of Donations:	95	80
Memorial and "In Honor of" Donations		
Donations:	\$8,779.00	\$110.00
Number of Donations:	71	3
Other Sources of Revenue		
Gift Card Donations	\$150.00	\$0.00
In Kind Donations	476.90	0.00
Benevity	660.00	121.38
Amazon Smile Foundation	173.84	88.21
100 Men on a Mission	11,675.00	0.00
Miscellaneous	0.00	0.00
Fall Newsletters (Excludes Memorial & "In Honor of" donations)		
2020	<u>2021</u>	
Donations:	\$1,295.00	
Number of Donations:	17	
2021		<u>2022</u>
Donations:	\$20,595.00	\$5,250.00
Number of Donations:	145	25
2022		
Donations:		\$0.00
Number of Donations:		0
Interest on Checking Account(s):	\$0.00	\$0.00
Totals of all Donations and Checking Account Interest	<u>2021</u> \$74,994.71	<u>2022</u> \$76,756.84

Revenue (excludes Use of Cash on Hand)			
<u>Sources</u>	<u>2021 (Full Year)</u>	<u>2022 (January - July)</u>	
	<u>Amounts</u>	<u>Per Cent</u>	<u>Amounts</u>
Donations (except Birdies for Charity)	\$74,994.71	84.67	\$76,756.84
Grant Funds	19,075.00	3.64	3,300.00
Birdies for Charity	9,827.59	0.00	0.00
Services to Clients of Other Agencies	13,900.00	9.73	8,825.00
Polk County Family Enrichment Center	1,500.00	1.70	1,545.00
Other Sources (except 100 Men)(2021)	626.90	0.23	209.59
Sale of FreeStore Clothing	160.00	0.02	20.00
Interest on Checking Account	0.00	0.00	0.00
100 Men on a Mission (2021)	11,675.00	0.00	0.00
Totals	\$131,759.20	100.00	\$90,656.43

Operating Expense Funds Used for Client Benefit:	87.12%	91.37%
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Check Register

July 31, 2022

Bankers Trust Check	Date Written	Payee	Description	Amount
3207	January 3, 2022	Mark Clark	Rent Square-up, October, 2021 through January, 2022	\$8,749.57
3208	January 3, 2022	Springer Professional Home Services	Pest Control and Bed Bug Inspection - December, 2021	221.89
BC	January 4, 2022	Bankers Trust Co.	Net Analysis Activity - December, 2021	4.82
3209	January 6, 2022	BankCard Center	Operating Supplies	1,273.82
3210	January 6, 2022	Aspen Waste Systems, Inc.	Waste Disposal - January Billing	217.31
3211	January 13, 2022	WEX Bank	Truck Fuel	376.41
3212	January 14, 2022	Bill Brentano (Reimb.)	Purchase Client Items	63.00
3213	January 14, 2022	Springer Professional Home Services	Pest Control November, 2021 (Replaces a Lost Check)	82.39
3214	January 14, 2022	LWBJ	Set Up and Training for QuickBooks Online	551.00
3215	January 17, 2022	WEX Bank	Truck Fuel	332.21
3216	January 18, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - January	465.00
3217	January 20, 2022	MacDonald Letter Service	2,500 Donation Receipts and 2,250 Pick up Receipts	767.73
3218	January 28, 2022	Springer Professional Home Services	Pest Control - January	82.39
3219	January 28, 2022	CenturyLink	Telephone Service	102.33
3220	January 28, 2022	Des Moines Water Works	Water, Sanitary Sewer, and Storm Sewer Service	117.32
3221	January 28, 2022	MidAmerican Energy Co..	Electricity and Gas	996.95
3222	January 28, 2022	Mark Clark	Rent and Common Area Maintenance - February	3,043.33
3223	January 28, 2022	Genaro Mata	Warehouse Cleaning - January	225.00
3224	February 1, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - February	465.00
3225	February 1, 2022	BankCard Center	Operating Supplies	1,146.80
3226	February 10, 2022	Aspen Waste Systems, Inc.	Waste Disposal - February Billing	218.29
3227	February 14, 2022	Martin Rathje (Reimb.)	Increase Three Trucks Load Registrations to 5 Tons	78.09
3228	February 16, 2022	Clerk of Court (Polk County)	Infraction - 2006 Truck Overloaded	112.50
3229	February 17, 2022	Larry Anderson (Reimb.)	Pay WEX Bank Fuel Billing	391.41
3230	February 17, 2022	Larry Anderson (Reimb.)	Purchase 12 Toasters	179.52
3231	February 22, 2022	Larry Anderson (Reimb.)	Purchase 12 Toasters, 20 Vacuum Cleaners & 5 Microwaves	1,387.36
3232	February 22, 2022	Martin Rathje (Reimb.)	Purchase 200 Microwaves	6,600.00
3233	February 25, 2022	Springer Professional Home Services	Pest Control and Bed Bug Inspection - February	221.89
3234	February 25, 2022	CenturyLink	Telephone Service	102.33
3235	February 25, 2022	Des Moines Water Works	Water, Sanitary Sewer and Storm Sewer Service	117.85
3236	February 25, 2022	MidAmerican Energy Co..	Electricity and Gas	892.41
3237	February 25, 2022	Mark Clark	Rent and Common Area Maintenance - March	3,043.33
3238	February 25, 2022	Genaro Mata	Warehouse Cleaning - February	225.00
3239	March 7, 2022	Martin Rathje (Reimb.)	6 Dressers for Kids	63.60
3240	March 7, 2022	Treasurer, Polk County	Annual License Fees - 2004 and 2006 Trucks	362.00
3241	March 7, 2022	Aspen Waste Systems, Inc.	Waste Disposal - March Billing	193.62
3242	March 7, 2022	BankCard Center	Operating Supplies	1,206.74
3243	March 7, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - March	465.00
3244	March 17, 2022	WEX Bank	Truck Fuel	210.19
3245	March 17, 2022	Springer Professional Home Services	Pest Control - March	82.39
3246	March 18, 2022	Martin Rathje (Reimb.)	10 Vacuum Cleaners	500.00
3247	March 19, 2022	Beverly Blaha (Reimb.)	Purchase Warehouse Operating Supplies	124.09
3248	March 19, 2022	CenturyLink	Telephone Service	104.53
3249	March 25, 2022	Webster Electric, Inc.	Repair Warehouse Lights	583.76
3250	Void	Used for Information for QuickBooks Online Checks Order		0.00
3251	March 31, 2022	MidAmerican Energy Co..	Electricity and Gas	686.21
3252	March 31, 2022	Mark Clark	Rent and Common Area Maintenance - April	3,043.33
3253	March 31, 2022	Genaro Mata	Warehouse Cleaning - March	225.00
3254	April 4, 2022	BankCard Center	Operating Supplies	1,561.77
3255	April 5, 2022	Des Moines Water Works	Water, Sanitary Sewer and Storm Sewer Service	118.93
3256	April 11, 2022	Treasurer, Polk County	Annual License Fee - 2019 Truck	181.00
3257	April 11, 2022	Aspen Waste Systems, Inc.	Waste Disposal - April Billing	291.18
3258	April 11, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - April	465.00
3259	April 11, 2022	Martin Rathje (Reimb.)	20 Dressers for Kids	517.00
3260	April 18, 2022	WEX Bank	Truck Fuel	513.26
3261	April 20, 2022	Springer Professional Home Services	Pest Control and Bed Bug Inspection - April	221.89
3262	April 30, 2022	CenturyLink	Telephone Service	104.42
3263	April 30, 2022	Des Moines Water Works	Water, Sanitary Sewer and Storm Sewer Service	118.98
3264	April 30, 2022	MidAmerican Energy Co.	Electricity and Gas	558.18
3265	April 30, 2022	Mark Clark	Rent & Common Area Maintenance - May; Parking Lot - April & May	4,427.33
3266	April 30, 2022	Genaro Mata	Warehouse Cleaning - April	225.00
3267	April 30, 2022	Martin Rathje (Reimb.)	Volunteers of the Year Award	<u>63.92</u>
Total Financial Obligations Paid (January 1 - April 30, 2022)				\$50,072.57

Check Register

July 31, 2022

Bankers Trust	Check	Date Written	Payee	Description	Amount
	3268	May 7, 2022	MacDonald Letter Service	Spring Newsletter (2,897 copies)	\$2,887.58
	3269	May 7, 2022	Jester Insurance Services	Automobile, Property & Management Insurance Renewals	8,599.00
	3270	May 7, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - May	465.00
	3271	May 7, 2022	BankCard Center	Operating Supplies	505.63
	3272	May 7, 2022	Aspen Waste Systems, Inc.	Waste Disposal - May Billing	350.39
	3273	May 9, 2022	Community Support Advocates	Refund - Overpayment	70.00
	3274	May 19, 2022	MacDonald Letter Service	Thank You Notes - 500 Cards and 250 Envelopes	481.50
	3275	May 19, 2022	WEX Bank	Truck Fuel	305.29
	3276	May 19, 2022	Springer Professional Home Services	Pest Control - May	90.63
	3277	May 19, 2022	Christ Apostolic Temple	Refund - Overpayment	5.00
	3278		Void		0.00
	3279	May 25, 2022	CenturyLink	Telephone Service	104.42
	3280	May 25, 2022	MidAmerican Energy Company	Electricity and Gas	211.37
	3281	May 25, 2022	Des Moines Water Works	Water, Sanitary Sewer and Storm Sewer Service	120.05
	3282	May 25, 2022	Mark A. Clark	Rent, Common Area Maintenance and Parking Lot - June	3,735.33
	3283	May 25, 2022	Genaro Mata	Warehouse Cleaning - May	225.00
	3284	May 27, 2022	Martin Rathje (Reimb.)	Landfill Charge	21.00
	3285	June 6, 2022	BankCard Center	Operating Supplies	796.82
	3286	June 17, 2022	Bill Brentano (Reimb.)	Truck Repairs	618.47
	3287	June 17, 2022	Martin Rathje (Reimb.)	Landfill Charge	20.00
	3288	June 17, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - June	550.00
	3289	June 17, 2022	WEX Bank	Operating Supplies	600.96
	3290	June 17, 2022	Aspen Waste Systems, Inc.	Waste Disposal - June Billing	203.98
<i>Checks 3291 through 3295 transferred donations to the Principal Charity Classic Birdies for the Charity Program. See Entries Below</i>					
	3296	June 28, 2022	CenturyLink	Telephone Service	104.42
	3297	June 28, 2022	MidAmerican Energy Company	Electricity and Gas	156.07
	3298	June 28, 2022	Des Moines Water Works	Water, Sanitary Sewer and Storm Sewer Service	118.44
	3299	June 28, 2022	Mark Clark	Rent, Common Area Maintenance & Parking Lot - July less Adjust.	3,067.64
	3300	June 28, 2022	Genaro Mata	Warehouse Cleaning - June	225.00
	3301	July 11, 2022	Martin Rathje (Reimb.)	Purchase 28 Kids Dressers	963.47
	3302	July 11, 2022	Springer Professional Home Services	Pest Control and Bed Bug Inspection - June	244.08
	3303	June 6, 2022	BankCard Center	Operating Supplies	1,084.78
	3304	July 11, 2022	CubeSmart Store 5393	Rent Overflow Warehouse Spaces - July	550.00
	3305	July 11, 2022	Aspen Waste Systems, Inc.	Waste Disposal - July Billing	206.09
	3306	July 14, 2022	TRapper's Wildlife Control	Ground Hog Removal	267.50
	3307	July 14, 2022	Shepherd of the Valley Lutheran Church	Refund	85.00
	3308	July 16, 2022	WEX Bank	Operating Supplies	664.98
BC		July 19, 2022	Bankers Trust Company	Analysis Service Fee - June, 2022	8.56
	3309	July 22, 2022	Springer Professional Home Services	Pest Control - July	90.63
	3310	July 22, 2022	CenturyLink	Telephone Service	105.19
	3311	July 25, 2022	Bill Brentano (Reimb.)	Repairs - 2006 Truck	1,214.38
	3312	July 25, 2022	Des Moines Water Works	Water, Sanitary Sewer and Storm Sewer Service	118.58
	3313	July 27, 2022	Bill Brentano (Reimb.)	Repairs - 2006 Truck	1,190.74
	3314	July 27, 2022	Mark A. Clark	Rent, Common Area Maintenance and Parking Lot - August	3,735.33
	3315	July 27, 2022	Genaro Mata	Warehouse Cleaning - July	225.00
	3316	July 27, 2022	MidAmerican Energy Company	Electricity and Gas	173.82
	3317	July 30, 2022	Martin Rathje (Reimb.)	Purchase 10 Kids Dressers less a Refund	438.33
<i>Total Financial Obligations Paid (May 1 - July 31, 2022)</i>					\$36,005.45
<i>Total Financial Obligations Paid (January 1 - July 31, 2022)</i>					\$86,078.02
<i>Checks Written to Transfer Donations Received Between July 1, 2021 and June 30, 2022 to the Principal Charity Classic Birdies For Charity Program</i>					
	3291	June 28, 2022	Principal Charity Classic	Spring 2021 Newsletter Donations, July through October, 2021	\$3,075.00
	3292	June 28, 2022	Principal Charity Classic	General Donations Received, July Through October, 2021	6,411.01
	3293	June 28, 2022	Principal Charity Classic	All Donations Received in November and December, 2021	31,325.44
	3294	June 28, 2022	Principal Charity Classic	All Donations Received, January Through April, 2022	49,716.89
	3295	June 28, 2022	Principal Charity Classic	All Donations Received, May Through July, 2022	9,471.66
<i>Total Donations Transferred</i>					\$100,000.00

Comparison of Checking and Investment Account Balances		
<u>As of 5/1/2022</u>		<u>July 31, 2022</u>
\$157,981.41	<u>Location of Funds:</u>	
<u>300,967.28</u>	Bankers Trust Company Checking Account (Checkbook Balance Reconciled to Bank)	\$148,558.00
\$458,948.69	Community Foundation of Greater Des Moines (FreeStore Charitable Fund) *	<u>294,244.55</u>
		\$442,802.55
Difference, May 1, 2022 - July 31, 2022: (\$16,146.14)	The principal amount of funds held in the Community Foundation of Greater Des Moines is subject to market fluctuations. The original contribution of \$100,000 was made by the FreeStore on December 11, 2012. Additional contributions of \$50,000 on May 7, 2013 and \$15,000 on November 7, 2017 have also been made by the FreeStore. The Foundation added a \$10,000 "bonus" in August, 2013, on which the FreeStore receives investment income. The \$10,000 bonus cannot be withdrawn by the FreeStore.	
	* On July 23, 2020, \$20,000.00 was withdrawn from the FreeStore Charitable Fund to make possible the transfer of funds to the 2020 Birdies for Charity Program. This amount was returned to the Charitable Fund on August 24, 2020.	
FreeStore Memorial Fund		
Fund Balance on July 31, 2022: \$21,508.51		
(Memorial and "In Honor of" donations totaling \$110.00 have been received during 2022)		

Operations Report

August 8, 2022

1. Furniture donations – Warehouse is usually full. We are currently between 2 and 3 weeks out from request for residential pick-up to when a crew is available. We get consistent referrals from Anne Nieland (Senior Smart Transitions), Dorothys House and Lutheran Services of Iowa. Estimate 5-10 drop offs on Tuesdays and Fridays which are usually smaller items but also some furniture drop offs.

We get a lot of unusable items. This results in a lot of warehouse effort sorting, discarding and passing on to DAV. We have been making 2 DAV runs a week with items that don't fit our criteria. Mike Smith is in the process of preparing a document for pick-up crews reminding them of what we take and don't take and our standards for acceptance. Deciding what to take or not take is often more art than science but we need to do better.

We have been selected by Daughters of the American Revolution as their State Project. They are promoting us for donations of both material and money. Principal retirees continue to promote us resulting in donations of material and money. We get some activity from the HomeMakers referrals and I suspect more than are identified. Most donations come from unaffiliated donors.

2. Trucks – We keep all three trucks busy. We have had a string of repairs on the '06 recently but it seems to be back in good working order. The Ford was vandalized in July and we were facing a \$2100 repair bill but Bill Brentano was able to make acceptable repairs so the keying is barely noticeable. Bill does a remarkable job maintaining the trucks and keeping them in good working order to keep our operation going and keeping volunteers safe.
3. Volunteers – We are critically short of truck drivers and pick-up teams. Our age is showing. However, we have had some good new volunteers recently including Bryan Litscher, John Kittrel and Tony Schmidt. They are helping fill gaps for us. However, a lot of “holes” are filled by Dave Busiek, Mike Smith, Roger Munns, Bob Culbertson and myself.
4. Deliveries- We are 2-3 weeks out on non-DV client deliveries. Our decision to provide our trucks and drivers has been well received and generally is working well. However, our shortage of drivers makes scheduling challenging. We still have some no-shows but the bigger client issue is if they can muster a team to unload the truck. The drivers are instructed to return the truck, with its contents, to the warehouse of a team capable of unloading the truck isn't available.

Saturday delivery teams are intact but some of us struggle to get enough people to do the in home deliveries. This has been helped by a group of young people recruited by Peg Smith and the appearance of a young husband/wife team who used to volunteer at Bridges in Minneapolis. Jeanie will share an option to address this issue later in the meeting.

See the discussion document about single item deliveries.

Year To Date Client Data Comparison - January Through June

Year	Families	Adults	Children	Needy	DV Clients	Youth	Other	Agencies
2012	98	110	170	23	65	8	2	18
2013	104	114	168	36	60	7	1	28
2015	128	153	222	70	44	12	2	36
2016	127	138	187	45	59	22	1	38
2017	91	104	156	43	35	12	1	26
2018	135	149	210	57	48	27	3	23
2019	146	168	221	61	57	27	1	36
2020	113	124	138	42	47	17	7	20
2021	173	195	213	71	53	38	10	9
2022	171	191	194	96	47	18	9	44