#### Operations Update: November 13, 2012, submitted by: Carol Ammons

AmeriCorps Close Out – Completion Date: January 20, 2013; Outstanding Revenue from state: approx. \$9,142.00

I. AmeriCorps Budget reimbursements – in progress (last Periodic Expense Report submitted 12/18/12)

#### Personnel Concerns:

Janitorial Staff – Contract Professional Services for maintenance, selected Mr. Russell Barnes, custodial worker with Unit 4 and he will work 20 hours per week with UC-IMC, early morning shift in fall/winter and afternoons in summer. Mr. Russell has been providing electrical services to the IMC and has other "handy man" skills and assisted greatly with meeting fire code requirements.

#### Facility Updates:

All carpets, rugs and floors will be addressed over the holiday break. You will receive a notice regarding dates and times from Mr. Russell. The schedule will be shared with all tenants, workings groups, members, etc., on 12/19/2012, details are being finalized.

#### **Bookkeeping Updates:**

Recommendation of New Fiscal Policies – see attached (not approved during previous month's meeting). Action: The recommendations need approval to be added to the fiscal policies.

Aging Report: Not available at the time of this summary.

#### **Contract/Professional Services**

The UC-IMC requires that any independent contractors hired to conduct business with the UC-IMC will be provided with a 1099 tax form. Upon hire, the UC-IMC bookkeeper will provide the contractors with IRS Form 1099-MISC in some cases. The IRS says that a 1099-MISC form must be filed by companies that pay individuals who are not employees \$600 or more during a year. However, our auditing firm recommends that our finance committee require 1099-MISC form for all contracted services. The UC-IMC will keep detailed financial records to ensure that all necessary information to file will be kept on hand.

#### **Tracking Donations and Sending Thank You Letters**

Due to the volume of individual donations received each year, UC-IMC will require that donation thank you letters be sent to donors above \$100.

#### **Sales Taxes**

UC-IMC will collect sales taxes **on items\_subject** to sales tax in the state to which the order is shipped; tax is generally calculated on the total selling price of each individual item. Sales taxes collected will be properly remitted to taxing authority in accordance with state and local regulations.

# IMC FINANCIAL ASSETS: Note \$30,000 decrease this past fiscal year.

Fund Balances:		11/1/11	12/18/12
A. U of I Credit Union			
General O	perations	\$34,845	\$30,619
Restricted Glo	\$26,371	\$26,374	
Tang Donatio	Tang Donation Savings		
	er's Fund		\$7,656
B. PayPal Account		\$30,169	\$3,265
C. Investments		\$33,500	\$33,500
	TOTAL:	\$181,648	\$151,655

# IMC STAFFING: Note \$20,000 increase this coming fiscal year.

	IMC ST	AFFING COS	rs		
	2012	Budget	2013 Budget		
	hourly rate	Annual Cost	Hrs./Pay	Annual Cost	
Operations Manager	salaried	\$7,180	salaried	\$35,360.00	
Bookkeeper	\$13 / 20 wk	\$13,520		\$0.00	
Finance Contracted		\$0	\$520 monthly	\$6,240	
Tech Support		\$0	\$12/10 hr-wk	\$6,240	
Maintenance	salaried AC	\$8,500		\$0.00	
Maintenance Contracted		\$0	\$800 monthly 20 hrs. per wk.	\$9,600.00	
Venue Coord.	salaried AC	\$8,500		\$0.00	
Outreach	salaried AC	\$4,500		\$0.00	
Receptionist		\$0		\$0.00	
Event Staffing Other		\$0 \$0	\$10 per hour/ 10 hrs per wk.	\$5,200.00 \$0.00	
TOTAL		\$42,200		\$62,640	

#### **PREFACE**

The 2013 draft budget is significantly different than budgets of the past three years. Major changes include the elimination of the Americorps grant, the departure of key local fiscal sponsors, and the readjustment of line items reflecting these and other changes. As a result revenue and expenditures are more straightforward and easier to understand. The nonrenewal of the Americorps grant and the loss of funds presents a new challenge to the Board as it addresses current staffing needs and future programming initiatives. Also major capital improvement costs must be carefully monitored because no allowance is made for these costs within the current revenue sources of the IMC.

#### **BUDGET HIGHLIGHTS**

- 1. The 2013 budget is a deficit budget, -\$33,608. The 2013 revenue and expenditure column figures reflect for the most part actual Quickbook numbers as of December 4, 2012.
- 2. Reduced revenue is primarily the consequence of:
  - a decrease in rental income \$12,700
  - decrease in Community Shares contributions \$1700
  - departure of key fiscal sponsors \$1500
  - weak donor base and annual contributions totaling less than \$1000
  - nonrenewal of Americorps grant
- 3. Additional possible sources of revenue:
  - fully rented tenant spaces \$8760
  - WRFU tower space rent \$2400
  - donation increase fund drive \$30,000 \$3,000 00
  - Media Democracy Fund \$30,000
  - unrestricted grants
  - other suggestions from Fundraising Committee
- 4. This budget does not incorporate any money for major capital improvement projects. Any such expenditures incurred during the year would likely need to come from reserves in investments or the Tang fund. An example of this would be the replacement of the boiler water pumps (\$8000 \$23,000).
- 5. This budget reflects staffing positions and costs as developed by the Board during the last three months of 2012. It is a minimal staffing plan. Optimum staffing levels would include more personnel for reception/bookkeeping, venue, tech support, programming, and cost of living increases.
- 6. There are several 2012 revenue and expenditures items that will be carried over into the 2013 fiscal year, but are not in the 2013 budget. Revenue includes late AC and GRC payments of \$8000 and \$2611. Expenses include GRC seed money \$3000-\$4000 and WRFU tower cost overruns of \$6000-\$8000.
- 7. There is no allocation of funds for legal fees in this budget. Most likely there will be the need to do so as a civil lawsuit has been filed against the IMC.
- 8. It is crucial that the public space income be maintained (\$26,425).

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NEOME LINE ITEMS		- 2012 Budget	2013 Budget	
Company of the compan	A Black Conduction	100 90 1 1 1	erin manifestation and an artist and an	Control of the Contro
-1000 - RENTALS		2012	2013	Notes
1-1010 Parking Lot	and the second second	\$2,880.00	\$2,940.00	Parking slots are available
1-1020 · IMC Group Space-Resource Sha	ring	jos voj. k	:	Rent has been very stable in this category
1-1021 · Rm 23 Books to Prisoner	s or of	\$4,200.00	\$4,320.00	h. Ladarmand + 80.01 f
1-1022 • Rm 112 WRFU		\$1,800.00	\$1,800.00	والطرافسا والإفهاء والطمود والطموري والمراودة أراودان الوكانيس وطارد الما المشكلين الراجمون والسوا ووري الاستراط والمراود الرادا والرادا والمراود
1-1023 · Rm 16 Makerspace	160 %	\$3,600.00	\$3,600.00	deli-100 FSCAL SPONSORED 2/S
1-1024 · Print/Public i	Control of the second	<b>\$504.00</b>	\$504:00	The state of the s
	and the second	\$1,500.00	\$1,200.00	57 E. M. M. C.
1-1026 · Rm 24 & 25 The Bike Proj		\$10,800.00	\$11,178.00	A second
Total 1-1020 · IMC Group Space-Resource	Sharing	\$22,404.00	\$22,602.00	
Sestiment boods I gains use anden		\$5, 100,000		(-1430 - Drivers Art Griesia
1-1030 · Artists in Residence	190 64	\$6.90	المراجعة والمراجعة والمراج	qidemeol manprimmuO - 6441-1  Has been difficult keeping all rooms fully rented
1-1031 - C4A Rooms	14,500.00]	೧೯೧೩೦ \$22,850.00	\$0.00	etriAaa DWI - 0041-1 lase C4A has left the IMC
4-1032 - Rm 21 SDaS	ing district to the part of the second se		\$4,800.00	
1-1033 - Rm 212 - Jessica Stanze	2012	\$3.000:00	\$3:198:00	-1500 - OTHER INCOME SOURCES
Sustaining Fund group was mactive 2012 sans variable 112 mg - 1801-1	100,000c	\$2,400.00	\$3,000.00	1-1510 - Sustaining Fund
sznodet of sundyst zeel bris est qiriztsidinem terit 1-1035 - Rm 222	\$2.760.00 Hig	00.008.83 \$2,400.00	\$0.00	noithdraneO agualE vtinummeO - 6581-1 Green Corps vacates January 1 (\$250 mo/\$3000y
1-1036 · Rm 10 Nicholas Hansen	,	\$2,400.00	\$3,600,00	1-1330 - Lithiny & Tax Reimbursements
1-1037 · Rm 11 Maiko Lehman	JOE 62	00,000 A8 \$1,440.00	\$1,440.00	1-1531 - O4A - Utilities Reimburse-11
1-1038 · Rm 15 Meeting Room	\$9,570,00	\$8,500.00 <b>00.02</b>	\$250.00	f-1522 Post Office Uni Remburse-1
· ·	\$1,775 00	00.00 00.25 \$2,640.00		1 1533 - Post Office Tax Reimbursen
1-1039 - Rm 22 Chris Hampson 1-1031b Rm 223 Zoe Mann	15,005,00	\$3,480.00	\$3,480.00	Total 1-1630 - Udility & Tax Rolmbursements
	1	\$0.00	j	Currently vacant, was part of C4A (\$480 mo./\$5760 y
1-1031c Rm 224	100.38	\$20,00		1-1540 - PayPai Dividends
1-1032a · Rm 26 Storage	00 3514	\$0.00 \00-000	\$0.00	1-1980 - Cedit Union Orvidends
1-1033a · Deposit	\$0.00	\$0.00 00.08	\$0.00	1-1 (600 + Other
1-1034a · Key Deposit	100,007,877	\$0.00 192.048,00	\$0.00	ED NOOT DINOUN FOR TO ORSELL ISSO
Total 1-1030 - Artists in Residence	nyan yakhanililiki samon iliga sa yanna zisabiliki namayindi	\$45,410.00	\$22,864.00	Rms 222 & 224 if rented would bring in \$8760
1-1040 · Other Office Spaces	60,980,98	00.888.88		1900'S TOTAL INC INCOME
1-1041 · Rm 206,206a,207,208 Ruti	h Wvman	\$6,600.00	\$15,708.00	
1-1042 • Rm 102 UP Center	a and a sign of the same of th	\$5,400.00	\$5,400.00	ang saagaan aagan sayan ka ya saadaan ka sa sa dada ayadan sa sa dada ah ah dada ka ka dadada da ka sa sa dada sa da da sa
1-1043-Rm-226-Redeemer Church	Company Company	\$0.00	\$8,100.00	2000'S WORKING OROUP INCOME
Total 1-1040 · Other Office Spaces	•	\$12,000.00	\$21,108.00	CONTROL V SUBCE PROPERTY TO THE
as stageth fraction in the autiliar saff.	ar .501.5	12.030.00		f-i.10 Commen Space One ibne S
otal 1-1000 - RENTALS	(V) - (J ) (V)	\$82,694.00	\$69,514.00	engangere wang richal (1807-1943). Propinsi ang Propinsi (1807-1943).
-1100 · IMC MEMBERSHIP & DONATIONS		2012	2013	orders that the state of the st
1-1160 · IMC In-Kind Donations	juc uca :	\$0.00	\$0.00	
1-1110 · Individual Regular Membership	tion ny	\$2,500.00	\$2,280.00	Sizepsi (Settenti deposit
1-1120 · Sustaining Membership	30.00	୍ଦର ଓଡ଼ିଆ <b>\$250.00</b>	\$125.00	* 1770 - O-eastern*
A control of the second of the		l Page 1	Service and the service of the service and the service of the service and the service of the ser	practition - (A) 1.7

1-2200 · Books to Prisoners	lou ov	<u></u> {40.02		BTP manages their own bookkeeping
1-2210 · Amazon Sales	•	\$9,696.00	\$9,696.00	
1-2220 · Donations	į	\$10,453.00	\$10,453.00	Significated Secretary 1 - 0070 1
1-2230 · Local Book Sales	jed 58	\$7,973.00	\$7,973.00	1-2719 Memberships
1-2240 · Grants and Awards	50.6	\$0.00	\$0.00	anomas: 3 - <b>3</b> 075 }
1-2250 · Fundraisers	00.004	\$1,738.00	\$1,738.00	ministration of the Control
1-2260 · Miscellaneous		\$0.00	\$0.00	BRIDE DAY
Total 1-2200 · Books to Prisoners	196 V	\$29,860.00	\$29,860.00	18-19C - 185TS - 1
1-2300 · WRFU	177.8 rus	90.7002		aselvino iA & ananondid + 00% (it is id- IMC now directly supports WRFU
1-2310 · Memberships		\$500.00	\$245.00	
1-2320 · Donations	, i i e	\$500.00	\$10.00	flood - 1000 - 1
1-2330 · Fundraising	00 98	ୁ ୍ଥ \$4,900.00	\$0.00	2010 Monderships
1-2340 · Tower Fund	100,021	\$0.00	\$0.00	*-1520 - Donations
1-2350 · Grant	\$00.08	06.08 \$0.00	\$0.00	1-2820 - Fundraising
	<b>80.0</b> 8	00.08 00.08	\$0.00	1-2840 - Grant
1-2360 · Underwriting	\$0.00	106.08	1	1-235 <b>3 · Other</b>
1-2370 - PayPal	\$140.00	\$0.00 00.00	\$0.00	Total 1-2800 · Tech
1-2380 · Other		\$0.00	\$0.00	
Total 1-2300 · WRFU	- Parties and Part	\$5,900.00	\$255.00	1-2988 - Community Connections
1-2400 · Makerspace	\$6,00	\$00.00	v - Andrews	sdipasquow + 0168-1
•	\$9.00	00.08 <b>\$0.00</b>	\$0.00	1-2920 Donations
1-2410 · Memberships	\$0.00	50.08		1-2030 - Fundralong
1-2420 · Donations	50.00	\$0.00 00.03	\$2,090.00	1-2940 · Grant
1-2430 · Fundraising	\$00.00	\$0.00 00.02	\$0.00	1-2000 • Other
1-2440 - Grant	\$0.20	<b>\$0:00</b>	\$0.00	Yest 1-2300 - Community Connections
1-2450 · Screen Printing	and the second	\$0.00	\$0.00	
1-2460 - Other	90.886,16	\$0:00 00,541,38	\$0.00	DO TOTAL MORIGING OROUP INCOME
1-2470 - Help Desk	annamental and service and ser	\$0.00	\$0:00	amentalastatoria. El dem arabitation del professione del profe
Total 1-2400 · Makerspace		\$0.00	\$2,090.00	
1-2500 - Print/Public I	2013	- 5505	ganging property and the second second second	10 - IMO FISCAL SECREDRE
1-2510 · Memberships	į	\$0.00	\$0.00	1-4100 Local IMC Sportsors
1-2520 · Donations	525.904	00 (0 \$3,660.00	\$2,860.00	#1918 COLIA-1
1-2530 · Fundraising	20.08	\$0.00	\$0.00	1-(140 - Recycled Rh dhms
1-2540 · Grant	[00 Gr	00.0 <b>8</b>		1.4180 · Creative Intervention Agen
1-2550 · Other	los us	\$0.00	\$0.00	1-41 <b>0</b> 0 - EcoDancs
Total 1-2500 · Print/Public I	\$150 NE	\$3,660.00	\$2,860.00	# \$1230 W.C. (F. C. F. C. F.
IVIAI 1-2900 - FINIUFUDNC I	UC.83	36 G	ΨΖ,000.00	and by a c
	<b>3</b> 0 0 <b>0</b>	14.03		proses sql ONE tunchess - (1904-)
1-2600 · Costume Closet	D. 63	j. 100.03g		ercons 300 unous quality \$000 for
1-2610 · Memberships	500,858	\$0.00 00.08	\$0:00	HO - FOTAL INC PIECAL SPONSONS
1-2620 - Donations		\$0.00	\$0.00	and the second of the second s
1-2630 - Fundraising	S 73 2X 4 253	<b>\$0.00</b>	\$0.00	V. (WCORE
1-2640 • Grant	Arrange and a second	\$0.00	\$0:00	ger og til til gallen en er og en generalen er er og til en skriver er en
1-2650 · Other	1	\$0.00	\$0.00	

FVMFL	IOP III	NE ITEMS

2-1000 : IMC PAYROLL	2012	2013	
2-1010 · IMC Staff			\$25.46.95°
2-1011 · Wages	\$19,500.00	\$40,560.00	Office Manager & Event Staffing
2-1012 · FICA	\$1,200.00	\$0.00	
2-1013 · Workman's Comp	\$0.00	\$0.00	
2-1014 · Health Insurance	\$0.00	\$0.00	
2-1015 · Federal Taxes	\$0.00	\$0.00	
2-1016 · State Taxes	\$0.00	\$0.00	1
2-1000 - TOTAL IMC PAYROLL	\$20,700.00	\$40,560.00	

2-1110	· General Office	August to Age of the State of t	2012	2013	
	2-1111 · Telephone	and the second of the second o	\$700.00	\$1,320.00	Adaptive S. Co. T.
	2-1112 · Postage	1 21 - 1	\$500.00	\$250.00	李 <b>紫</b> 柳 <sub>秋秋</sub> (1985年 - 1987年 - 19
	2-1113 · Supplies		\$1,500.00	\$700.00	
	2-1114 · Office Equipment		\$500.00	\$0.00	to the second of
	2-1115 · Computer Equipment		\$0.00	\$750.00	AN STATE OF STATE
	2-1116 · Software	i UKI Jimat	\$384.00	\$420.00	का <b>लकार्य कार्या</b> कार्याक्षक कार्याक व्यवस्थात
	2-1117 · Media Equipment	00.36.3	\$0.00	\$0.00	example and Andrea
	2-1118 · Photocopier		\$300.00	\$0.00	
Pro posto i motorimopia	2-1119 · Printing & Publication	732,58 W6 177	\$300.00	\$75.00	Color Color Bergeral Color Col
	2-1111a · Publicity	gazes is 1	\$100.00	\$75.00	Micro amenderation and analysis is particular.
	2-1112a · Advertising	5 A	\$300.00	\$675.00	eskospić gradinic Odii i
	2-1113a · Fundraising	195.47 2	\$700.00	\$475.00	English State Control of the Control
	2-1114a · Bank Fees/Charges	A . A. + 5	\$150.00	\$75.00	the state of the s
"Total 2	-1110 · General Office	Tale of the second seco	\$5,434.00	\$4,815.00	Continues of the state of the s
		÷ ç		1	* · · · · · · · · · · · · · · · · · · ·
2-1120	Contracted Fees  Washer (1996) Days in Structure (1997), All Indiana.	er i j			· 1980年1988年1887年18日本中国大学
<u> </u>	2-1121 · Audit	-7-35 N. 1. 1	\$6,700.00	\$6,750.00	12 8 ger - 12 2 <sup>175</sup>
	2-1122 · Tax Preparation	* v	\$750.00	\$750.00	process of the control of a second of the control
	2-1123 · Consultant Fees		\$524.00	\$508.00	Insurance Agent Fee
	2-1124 · PayPal Charges		\$100.00	\$60.00	e wasawi melan
	2-1125 · Legal/Attorney		\$0.00	\$0.00	The second of the second second of the second
	2-1126 · Contract Labor		\$0.00	\$12,480.00	Bookkeeper & Tech Support Salaries
Total 2	-1120 · Contracted Fees	·	\$8,074.00	\$20,548.00	
					in the second of the
2-1130	· Insurance			1	
	2-1131 · Director Insurance		\$1,092.00	\$1,088.00	1 8 8 9 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	2-1132 · General Liability		\$2,954.00	\$2,499.00	
Total 2	-1130 · Insurance		\$4,046.00	\$3,587.00	grand stage of the stage of
	, the second of				Facilities of the second
2-1150	· Travel		\$400.00	\$400.00	entre de la company de la comp

2-1410 · Illinois Art Council	į	\$0.00	\$0.00	
2-1420 · We Choose Health		\$0.00	\$10,000.00	
2-1440 · Cunningham Township Grant		\$4,500.00	\$0.00	SOREGE A.W. Dec S-1.
2-1400 · IMC Grants Exp Other	i Northead e e Li	;00.000 € <b>\$0.00</b>	\$0.00	3887 W + 1513 T 14
2-1400 · TOTAL IMC Grants Exp.	7.0	\$4,500.00	\$10,000.00	(1994) [13] [14] [15] [15] [15] [15] [15] [15] [15] [15

		1		
00 - WORKING GROUP EXPENSES	7	2012	2013	An architectura in town in
	02			16 mile - 070 C
2-2100 Common Space Working Group	55 000 68	To the Left	e contra de la compania de la compa	Cotal 1-2000 Valuespane
2-2110 · Common Space One Time	į į	\$0.00	\$0.00	<b>,</b>
2-2120 · Common Space Recurring	Rentals	\$0.00	\$0.00	2.250d PriovPublic:
2-2130 · Supplies	i Norwaya	\$500.00	\$250.00	370 M - 04 6 6 6
2-2140 · Equipment	100.0°	\$2,000.00	\$500.00	2-2 <b>52</b> 0 - Usinies
2-2160 · Printing/Publicity	Made	\$500.00	\$250.00	
2-2170 · Contracted Services	1.00.0d	\$0.00	\$0.00	2-250 - Supplies
2-2180 · Grant	į	\$0.00	\$0.00	2-25-60 Equipment
2-2190 · Security Deposit	95.348.30 1	00.0 <b>\$</b> <b>\$0.00</b>	\$0.00	2-2560 - Paneng/Publicity f
2-2190a - Key Deposit	MI 15	100.02 <b>\$0.00</b>	\$0:00	2-2570 · Grant
Total 2-2100 · Common Space Working Gr	oup	\$3,000.00	\$1,000.00	TORGENOUS PERIORES
2-2200 · Books to Prisoners				2-2600 · Costuma Closet
2-2210 · Rent	20 02	00.00 \$4,320.00	64 330 00	2-2510 · Rent
2-2220 · Americorp	00.88	\$0,00	\$4,320.00	2-2820 · Udilities
•	00.63	\$4,004.00 00.00	\$4,004.00	0-2630 · Supplies
2-2230 · Photocopier	00 DF	\$300.00 00.08	\$300.00	Loses - Samonen
2-2240 · Shipping/Postage	90 na	\$6,410.00 00 00	\$6,410.00	2-2950 - Americorp
2-2250 · Dictionaries	80.00	\$2,144.00   00.02	\$2,144.00	2-2660 - Princing/Publicky
2-2260 · Supplies and Operations	50,06	\$1,040.00 სი ნა	\$1,040.00	2-2870 - Grant
2-2270 - Amazon	Or. 58	\$5,959:00	\$5,959.00	Total 2-2400 - Costume Claser
2-2280 · Fundraising	Section 1	\$1,403.00	\$1,403.00	
2-2290 · Miscellaneous		\$4,240.00	\$4,240.00	Constitution and the constitution of the second
Total 2-2200 · Books to Prisoners	100.67	\$29,820.00	\$29,820.00	jery9 - 8775 v
	land.	<b>10</b> 00 / 40	•	2-2700 - Unitalies
2-2300 · WRFU	1.00-	100 oz		IMC now financially subsidizes WRFU
2-2310 · Rent	00,0	\$1,800.00	\$0.00	Rent no longer required
2-2320 · Utilities	100	\$0.00	\$0.00	vs. mov. Spannari - uars i
2-2330 · Supplies	02.06	\$100.00	\$0.00	C-2770 - Gran
2-2340 · Equipment		\$3,500.00	\$0.00	The Mad Problem of Copyright and Copyright Copyright Approximation operating the part
2-2360 · Printing/Publicity		\$0.00	\$0.00	おお、代いた名 enclastra (1001 - 11 )
2-2370 · Workgroup Disbursals		\$0.00	\$0.00	
2-2380 · Grant		\$0.00	\$0.00	स्टब्रे १ वेस्टिवे १
2-2390 · Tower	30 00	\$0.00	\$0.00	JeayY (1.75. √2
2-2310a · Program Expense	100	\$0.00	\$0.00	eelfmst - 7081-8
2-2320a · Licenses & Permits	ing 18	\$500.00	\$500.00	20Hgq188 + 58Bb 11
*otal 2-2300 · WRFU	100	\$5,900.00	\$500.00	340A10A132 + 25427-7
	-500 G	10.00	11	s 2960 - Produginalists
	00 tv	Page 7		1-2870 Grant

	Total 2-2800 · Tech	\$0.00	\$0.00	·
1	2-2900 · Community Connections			
1/	2-2910 · Equipment	\$0.00	\$0.00	
(,.	2-2930 · Printing/Publicity	\$0.00	\$0.00	
	2-2940 · Grant	\$0.00	\$0.00	
	Total 2-2900 · Community Connections	\$0.00	\$0.00	
2-2	000 • TOTAL WORKING GROUP EXPENSES	\$45,370.00	\$37,970.00	

2-4000 - IMC FISCAL SPONSORS	2012	2013	
2-4100 · Local IMC Sponsors			No disbursements made in 2012
2-4130 · 3 R's	\$0.00	\$0.00	
2-4140 · Recycled Rhythms	\$0.00	\$0.00	
2-4150 · Creative Intervention Agency	\$0.00	\$0.00	
2-4160 · EcoDance	\$0.00	\$0.00	
2-4180 · Root Causes	\$0.00	\$0.00	
2-4190 SDaS	\$0.00	\$0.00	
2-4100 · Total Local IMC Sponsors	\$0.00	\$0.00	
2-4200 · National IMC Sponsors	\$0.00	\$0.00	
2-4300 · International IMC Sponsors	\$0.00	\$0.00	
2-4000 - TOTAL IMC FISCAL SPONSORS	\$0.00	\$0.00	

TOTAL EXPENSES	I \$171 620 00I \$205 532 00I
IU IAL EXPENSES	#111,020.00  #E00,00E.00
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2013 BUDGET BALANCE

-\$33,608.00

# Facilities Committee Report to IMC Board of Directors, 12/18/2012

## **Facilities Updates**

#### Annual Fire Inspection Conducted & Passed

Initial inspection occurred on 10/22/2012 and follow up on 12/12/12. All issues identified have been remediated.

### □ Boiler Combustion analysis completed after repairs

Reliable Mechanical repaired a gas valve actuator which controls gas flow to the boiler. Afterward performed combustion analysis of the boiler. Boiler is operating at 82.3% efficiency.

#### Pursuing Technology Service Agreement with Volo Broadband

Danielle Chyoweth and Chris Ritzo are in early discussions with Volo Broadband regarding their interest in space on the WRFU tower in exchange for IT services provided to the IMC. We are currently seeking guidance on the market value of our tower space and outlining IT service needs for the agreement.

#### 

Danielle Chynoweth and Chris Ritzo are in discussions with leadership of UPTV on a proposed space usage and rental arrangement with UPTV. UPTV is interested in having expanded space to carry out community access television production and training. This agreement would look at shared cost installation of movable room dividing walls in the Sun Room and UPTV's use and management of computers in the former production room and staff offices. Discussions are ongoing and exploratory at this stage.

### □ ■ Technology Updates

- **UC2B Installation** We expect that UC2B fiber will be installed to our building soon. UC2B representatives have not yet set an installation date.
- VOIP service from Volo Broadband A bid from Volo Broadband for VOIP phone service has been solicited and we plan to discuss cost sharing arrangements with them for network administration and support
- Wired Network upgrades Work proceeds on installing wired network jacks in all building spaces. Currently working on basement level. Operations manager can report how many tenants currently are paying monthly for wired jack access.

## **™** TIF RIP Custom Redevelopment Proposal

City of Urbana community development staff continue to wait for our decision to move forward on an application for TIF RIP funding. We are proposing a 3 year project plan which will utilize TIF RIP funds from the City, our own equity dollars and fundraising, as well as financing with our lender to complete window restoration, energy efficiency updates and projects related to tenanting.

Additional funding streams could come from these sources:

IFF Nonprofit Low-Interest Loan Program
IFF, a leading nonprofit community development financial institution, offers affordable,

flexible financing to nonprofits looking to integrate "green" design and construction techniques into their facilities projects. IFF finances a wide range of sustainable solutions--including renovation/retrofit and new construction projects with energy-saving elements, HVAC and lighting upgrades, energy efficient windows, and more, http://iff.org/loan-program-overview. To discuss your project or obtain information on rates and terms, contact an IFF loan officer toll-free at 866-629-0060 or general@iff.org.

Illinois Clean Energy Community Foundation <a href="http://www.illinoiscleanenergy.org/energy-efficiency/">http://www.illinoiscleanenergy.org/energy-efficiency/</a>

### Building and Facilities Strategic Plan

The outgoing chair encourages the board to look seriously at the three year strategic building and plan, including items in the TIF RIP Custom Redevelopment Proposal proposed for discussion over the past four months.



## **Reliable Mechanical Company**

Phone Fax Mobile Email Internet

# Flue gas measurement

Owner

IMC

Location



Measurement

Time

12/4/2012 11:20:21 AM

Instrument Serial number testo 350 02406391 (11)

Fuel

Natural Gas

Oil derivate

Smoke number 1 Smoke number 2 Smoke number 3 Mean smoke number Smoke pump number

HCT

12/4/2012 11:20:21 AM	Date / time
459.9	°F Tstack
4.81	% O2
45	ppm CO
9.01	% CO2
32.8	ppm NOx
29	ppm NO
3.8	ppm NO2
82.3	% Eff net
26.6	% ExAir
17.7	% Loss
0.97	I/min Pump
78.3	°F Tamb
x1	Dilution factor



#### Fun-raising Committee of the UCIMC Board - September 15, 2012

Active fun-raisers: Danielle Chynoweth, Chris Ritzo, Carol Ammons, Belden Fields, Suzanne Linder. Am I missing anyone? Our goal is to have a representation from every working group on our fundraising committee. Want to help? Talk to Danelle.

UCIMC is supported primarily through admissions/space rentals, memberships and donations, and grants. In addition to large donations below we have sustaining donors, sponsors of the Public I, Grassroots Radio Conference, and other project, SDAS guaranteeing our mortgage loan, and tens of thousands of volunteer hours – thank you!

#### Grants Secured:

- o *CU Public Health* \$10,000 towards a media trainer project is to make 4 stories about health and wellnes with area school children in the next year. This grant may renew for 5 years and might be matched with another grant.
- o *Illinois Arts Council* renewed at \$8,500 for next year, up from \$7500. This money goes to general operations.
- o *University of Illinois* \$1,000 of Dept of Commerce and Economic Opportunity funds for robotics to support a workshop with the U of I.
- o City of Urbana \$1,500 U-C Mini Maker Faire.
- o City of Urbana \$1,000 Zine Fest
- o Acorn Active Media \$2,000 to MakerSpace. Also donated for 10 LCD monitors for the new computer lab.

#### Large In Kind Donations:

- O University Of Illinois Dept of Arch. UI public engagement grant to design lobby.
- o Open Technology Institute (of New America Foundation) donated Firewall.
- o Urbana Free Library donated 8 computers & tables.
- o *Volo.net* donated **20 computers** used by computer lab & staff, 2 servers, extra broadband during the GRC.
- o *Cunningham Township* refers clients to UCIMC who clean and staff the front desk to meet their work obligation for township assistance. Please welcome and thank them.

#### Grants Denied:

- o *Urbana Social Service Grant* which has funded Indymedia and Arts Lab for 3 years was not renewed they have started a 3 year limit on grants.
- o AmeriCorps grant was NOT renewed. After Oct, 2012, this program will close.

#### **Grants Progress:**

- Urbana Economic Development Agreement \$41,000 matched by \$160,000 of our own investment to increase energy efficiency, upgrade the heating and cooling system, and replace/repair most of the windows.
- Media Democracy Fund \$30,000 towards staffing to help conduct local and regional outreach and build partnerships and support UCIMC leadership in the Media Action Grassroots Network.
- O Broadband Illinois \$40,000 a partnership with Pixo (formerly OJC) and the Champaign County Bursing Home to conduct a pilot program to make use of UC2B connectivity to improve residents lives (skyping with loved ones far away, etc)



# **Urbana Champaign Independent Media Highlights**

- o **UCIMC = media + art + social justice.** We foster the creation and distribution of media and art emphasizing underrepresented voices and perspectives and to promote empowerment and expression through media and arts education.
- Operates a community radio station, media training facility, performance venue, public access computer center, makerspace, computer help desk, book, musical instrument, and costume library, and art gallery and studios.
- o Purchased the downtown Urbana post office building in 2005 and converted it into a Community Media and Arts Center, while retaining the postal services downtown.
- o UCIMC venues have been used to successfully end the unfair jail phone contract, clean up toxic waste, exonerate LGBT activists, stop police acquisition of tasers, blow the whistle on jail torture, and document racial profiling.
- o Is a MAGNet anchor in the media justice movement & an internationally recognized model for how community media can be used by residents to transform and empower their community, changing policy and transforming lives.
- Played a fiscal sponsorship and support role for 59 media & arts organizations including: Global Indymedia Fund,
   Media Mobilizing Project, Katrina Wireless Response Initiative, Common Language Project, IndyKids, and IMCs in
   Argentina, Baghdad, Boston, Chiapas, DC, Israel, NYC, Nigeria, & Palestine.
- o Powered by 2.25 FTE, 16 active board members, and hundreds of volunteers, serving 425 organizations and 256,198 members of the public in 2011.
- o Helped bring \$22.5 million dollars in broadband stimulus funds to build a public broadband system in our community, playing a lead role in organizing civil society participation in the grant process.
- o Hosted 153 events in 2011, producing an annual Zine Fest, Prisoner Arts Festival, MakerFaire, IMC Music Fest, Grassroots Radio Conference (2012), Indymedia African Convergence (Nairobi, 2009).
- o Participated in a panel before the FCC in June 2010 about the role of Community Media in the Future of Journalism, and have lead workshops in Burma, Thailand, Kenya, Italy, Mexico, and the U.S.
- o Shipped 78,784 free books to 12,440 Illinois prisoners, created 2 new jail libraries and won Governor's Hometown Award for this work.
- o Is an anchor institution on the public broadband network. Provides free community web hosting and listservs to 204 organizations such as the Jobs with Justice, Red Cross, and the Anti-War Anti-Racism effort.
- Developed CUWiN (cuwireless.net), an internationally recognized leader in open source mesh network software. Deployed the first open wifi network in Champaign-Urbana, Homer, Illinois, tribal lands of the Mesa Grande Reservation, and the townships of South Africa.

