

President's Report for the 2008 Annual Meeting

1. The Waverly Community House is a very special place.....
 - The mission of the Waverly Community House is to enhance the lives of individuals in the region by fostering educational, recreational and cultural opportunities.
 - The Comm's facilities are beautiful and are a great resource in our community, but the staff and volunteers working together on the various programs and activities make it a truly unique and special place.

2. To that end I would like to thank the Comm staff, many of which are with us tonight, for a job well done as they truly are the backbone that supports the Comm.
 - Denise Reinhart is the Administrative Assistant
 - Melissa Jones is the Business Coordinator
 - Kathy Bell is the Special Events Coordinator
 - Joe Theis is the Facilities Manager
 - Dennis Van Fleet recently retired after 8 years on 2nd Shift Maintenance.
 - John Yesavage is on Joe's Maintenance Staff
 - Ricky Folmar is our newest addition and he will be under Joe on 2nd Shift Maintenance
 - Sarah Bragen was the Development Coordinator and she has recently moved on to a full time position with a local business. (We are currently exploring options for filling that position.)
 - Maria Wilson is the Executive Director and is the lynch pin responsible for the Comm's recent success.

3. I would like to especially thank the Volunteers. They donate time from their busy lives to help ensure that the various programs and activities at the Comm are always successful and of the highest quality. In the words of our Sustaining Fund Chair Kim Barrows "The volunteers are truly our life blood" and I couldn't have said it better.

4. Last, but surely not least, I would like to thank the Board of Trustees. They are an enthusiastic group of highly professional, talented and motivated people that have done great things for the Comm over the past year and I look forward with great anticipation to watch their accomplishments unfold over the coming year. They are a pleasure to work with. Thank you.

5. Last year six goals were set to challenge the various committees of the Board of Trustees:
 - The first goal was to develop a Long Range Strategic Plan for the Executive Director.
 - The second goal was to establish Protocols for Volunteer Development to increase the Comm's base of volunteers.
 - The third goal was to further develop relationships between the Executive Director and our State and Local Officials in order to identify and secure available Grants.
 - The fourth goal was to enhance the capability and security of the technology used by the Comm's staff.
 - The fifth goal was to enhance Protocols for Initiating and Financing Capital Projects to allow for proper maintenance of the facility.

- The sixth goal was to build on last year's success of the new Business Donor initiative of the Annual Sustaining Fund Campaign.

These goals have all been met and are among the many successes at the Comm over the last year. An overview of these accomplishments starts with last year's Sustaining Fund and in the spirit of keeping this report as informative as possible, I am also going to give a brief summary of last year's Board Committee activity.

1. The 2007 Sustaining Fund exceeded its goal of \$100,000 and finished the year at \$110,000.
 - The Development Committee is chaired by Bob Polizzano and they instituted a successful initiative to attract local business donors to support the Comm's Sustaining Fund. This new business donor initiative was expanded and is now an integral part of the current Sustaining Fund Drive.
 - Thanks again to all who worked on or contributed to the success of last year's sustaining fund.
2. Kim and Mike Barrows are the chairs of this year's sustaining fund and Kim will be giving us an update following the treasurer's report. Thank you to Kim and Mike for your efforts this year.
3. The F. Lamot Belin Arts Scholarship Committee is chaired by Val Serine-Langan.
 - Last year this committee awarded \$10,000 scholarships to two emerging artists from Northeast PA.
 - They have just concluded their review of the current applications and have awarded the 2008 scholarship to Ronald Stabinsky for his studies and presentation of music. Congratulations to Ronald.
 - It's hard to believe that this scholarship program will be 45 years old in 2009 and a reunion reception for the past recipients is being planned.
4. The Investment/Finance/Audit Committee is chaired by Bob Knowles.
 - This committee constantly reviews the Comm's banking needs and also evaluates the performance of the Comm's investments to assure the maximum income with minimum risk.
 - Last year they developed an internal strategy for funding the 2007 capital projects.
5. The Long Range Planning Committee is chaired by Pat Lawless.
 - Over the last year, this committee created a new five-year strategic plan that suggests growth strategies for programs and special activities, discusses building maintenance protocols and also indicates guidelines for Comm's administrative growth.
 - This will serve as an invaluable guide for the Executive Director.
6. The Personnel Committee is chaired by Pat Staples.
 - Last year this committee prepared a Human Resources Manual for the Comm.
 - They instituted a voluntary retirement plan for Comm staff.
 - And they also provide valuable ongoing council to the Executive Director in various personnel matters.

7. The Program Committee is co-chaired by Sandi Durbin and Nancy Sarno de los Rios.
 - The charge of this committee is to consistently produce a wide variety of high quality programs....and they do!
 - They also developed additional programs last year to meet the special needs of families with young children.
 - This Committee spends a significant amount of time in the planning, coordination and execution of these programs.

8. The Special Activities Committee is chaired by Trudy Montella.
 - The Special Events last year were profitable and ideas are ongoing to evaluate improving the profitability of these events.
 - This committee is developing a Practices and Procedures manual for all special events that will give an overview of the workings of each event in order to assist the chair and volunteers in its successful execution.
 - The success of the special events has also generated increased volunteer participation in these events.

9. The Volunteer Development Committee is chaired by Lisa Wahl.
 - This is a relatively new committee and they are charged with developing strategies for attracting and maintaining a volunteer base for the Comm.
 - They are currently in the process of implementing procedures for volunteer management in order to make the volunteer's time more productive.
 - As a result of this committee's work we are seeing an increase in the numbers of both adult and student volunteers. A trend that we hope will continue.

10. The Trustee Committee is chaired by Roland Greco.
 - There are no board vacancies in the coming year, but this committee has already started to identify and evaluate potential Trustee candidates to fill two upcoming vacancies in 2009.

11. The House and Grounds Committee is co-chaired by Steve Weinberger and myself.

Over the last year the following projects were completed:

- The preparation of a comprehensive Facilities Condition Assessment Report that indicates that the Comm's aging building systems infrastructure is in need of prioritized replacement over the next ten years.
- Three large capital projects totaling \$370,000 were successfully completed and they include the restoration of rear exterior stone stage, the north and south patio waterproofing and reconstruction and the restoration of the clock tower.
- The "Family and Children Room" renovation was completed in the North Wing, which now gives mothers with small children a private place to care for them.
- The original Playground mulch playing surface was completely removed and replaced and miscellaneous carpentry work is ongoing.
- The maintenance office computer was networked with the rest of the Comm's administrative office computers and data storage equipment was installed to provide a secure, redundant data

storage system that automatically backs-up the Comm's computer data. (such as donor databases and other critical information)

- Something else worth noting is that more of the miscellaneous facility improvements and repairs are being "self performed" by the Comm's maintenance staff which now possess the trade skills necessary to greatly reduce the need for outsourcing this type of work.

12. Alternative Funding Sources in 2007

- In 2007, the Comm applied for and received grants from PHMC, McDonald's Children's Charities, the Overlook Foundation and the Pennsylvania Department of Community and Economic Development. (All grants totaled approximately \$47,000 thanks to Maria's efforts.)
- Currently additional Grants are being sought and to date we have secured \$10,000 which is a pretty good start for the new year.

These accomplishments I mentioned represent only a summarized overview of last year's success. There were simply too many accomplishments to mention in the time available.

The coordination and cooperation between the Board of Trustees, the volunteers, the community and the Comm staff rivals that of any successful business and that bodes well for the future of the Comm.

So what does the Future hold for the Comm?

1. As we go forward, the challenges that face us in the management of a successful non-profit organization are growing. For the Comm, as in any business, expenses rarely ever go down. Through the continued responsible stewardship of the Comm by its Board and staff, and also with the steadfast support of the community and volunteers, a stable foundation will remain in place to support the Comm as it faces these challenges.
2. As we overcome these challenges we can never lose sight of the Mission of our Founders.....To enhance the lives of individuals in the region by fostering educational, recreational and cultural opportunities.
3. We also need to be aware that the future capital needs of the Comm are anticipated to be approximately one million dollars over the next ten years. The building is a great asset, and resources will need to be set aside to pay for these capital improvements.
4. To that end we need to continue to explore new avenues of raising funds for the Comm in order to provide an answer to rising expenses and also to deal with the aging physical plant.
5. The challenges are many, but I am optimistic and excited about the future of the Comm because the relationship between the Comm and the community is so strong. As long as we all make the commitment to continue to support the various events and fundraising activities at the Comm it will be sustained for future generations.

Thank you