

# Minutes of the RCRV Board of Directors Meeting August 20, 2008

These minutes were approved at the September 24, 2008 board meeting.

Board chairman Jim Green determined that a quorum was present and called the meeting to order at 1:35 PM.

Twenty-six members and one guest attended.

## Introductions

Jim Green invited those present to introduce themselves by name and organizational affiliation.

## Approval of minutes

Heidi Soethout moved approval of the minutes from the both the May 2008 and the June 2008 board meetings. Pete Jurgens seconded the motion. The motion was approved. It was noted that there was no board meeting in July.

## Program: John Swanson, executive director of the Science Station

John Swanson began by passing around pictures taken from the roof of the apac building showing the Cedar Rapids flood. When inspecting the Science Station for damage they salvaged a plaque with the inscription: *The best way to predict the future is to create it.*

The Science Station took seven feet of water on first floor. Essential all content was lost, but the buildings are sound. The first two rows of IMAX seating, along with all electrical facilities, were flooded. Damage to elevators has not yet been ascertained. \$200k was spent on preliminary cleanup. Fans and dehumidifiers are running, and, fortunately, there is no evidence of mold at this time. The building is being mothballed for the winter. Interestingly, the former fire station portion of the building is in the designated 100-year flood plain, but the other parts are not because of a 1-foot floor height difference.

Board is now making a master plan for renewing the facility. Financial sustainability is major factor in planning. An endowment or a municipal underwriting commitment will be essential.

The Science Station board is now discussing running programs that are not tied to the building. The summer camp program has been successful.

Many parents have spoken to John saying that the science station was a key reason for moving to Cedar Rapids.

The NASA - Iowa State Iowa Space Grant Consortium program also draws substantial attendance from children. *Outreach to Space* was taken on tour of public events in the state, has reached over 5000 children.

A Traveling dinosaur exhibit has been offered to the Science Station at no charge. It will be displayed in the lower level of Lindale shopping center from October through end of the year. Other dinosaur exhibits will be tied into that display.

A Lego League program is planned, along with other programs and exhibits to tie in with school activities and career guidance initiatives in the community.

Questions:

Arlo Meyer: How was the clean up crew selected? Many professional cleanup crews from around the country solicited the business. The contract was awarded after comparing several.

Mike Wilson: Has the Science station applied for funding from FEMA? FEMA priorities rank city, county, non-profit applications in that order. The process starts with an SBA loan application. Then FEMA is contacted. If there is no flood insurance, the first \$500k in damages is automatically excluded. In general, rules governing cost reimbursement are very complex. The Science Station is not expecting much help.

Jim Green: How can we help? There is still a need to clean up and repair several things. Volunteer help will be required to run the dinosaur project at Lindale.

Mike Wilson: Lego still planned this year? We were not intending to at first, but a volunteer is available, and we are going ahead with the program.

John summarized with a slogan he learned as a dorm director: *You better give a damn, because how well you do will always be part of you.*

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## **Grant Evaluation Report, Rod Thorpe**

Rod Thorpe presented a report from the Rockwell Collins Grant Evaluation Committee. The report is attached as Appendix 1 to these minutes. The Committee recommended approval of grants of \$5000.00 each to the two applicants who applied. These were the Cedar Amateur Astronomers and the Four Oaks Bridge.

Mike Wilson moved approval, seconded by John McDonough. The motion was approved

Jack Rector comment: application process was well done, greatly appreciated.

Jim Green will meet with Chuck Wehage to arrange suitable publicity for the awards after approval from Rockwell Collins.

## **Committee Reports**

### **Community Projects, John McDonough:**

Report for June, July of 2008

- Since our last board meeting RCRV members have spent lots of hours helping folks in the flooded areas of Cedar Rapids and Palo:
- Heart of Iowa removing carpeting and furnishing resulting from Prairie creek flooding
- American Red Cross activities at Roosevelt Middle School and at Viola Gibson Shelters
- General cleanup of muck etc in the flooded homes in our locale.
- Dispatchers for Rockwell Collins cleanup crews
- Crew leadership for the RC cleanup crews
- Assisting FEMA in distribution of water and masks etc to flood victims at Westdale and at SAM'S
- Rebuilding lost items for Options of Linn County
- Answering 211 calls for United Way
- Individual home cleanup as well
- Rebuilding the two organs, the Wurlitzer and the Barton
- Helping SBA and SCORE flood victims.
- Assisting the Salvation Army in their 50th St facility distributing flood cleanup items
- We have designed and built umbrella holder mounts adaptable to wheelchairs for Truman School at Lisa Perry's request.
- Lots of WRAP ramp requests as well as the design and build of several ramps.
- Made stools and tables for the Vision Enhancement Center as well as many pill bottle holders.
- We continue to provide support for Aging Services, EIOLC, Options of Linn County, Heritage, GWAEA, the REACT Center, and SHIP (at Heritage, St Lukes, Mercy, and at the Witwer Center). Another RCRV member just completed SHIP training making a total of 11 counselors from RCRV.
- Pete and I have been invited to participate in the planning for the 2009 insurance package to retirees in an effort to reduce problems associated with understanding it. Then a group of RCRV members will critique the package in September for Rockwell Collins.
- We've reported approximately 14,000 hours for the 1st 6 months of 2008 from 135 members. Good work!

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- We have a proposal to see if we can get St Lukes to donate the trees that they have in storage from the last Tree Festival to needy families in the area. We will work with Heritage to decorate and deliver if we can get the go ahead on this project.

If you can dream it, we can do it!

### **Communications, Chuck Wehage:**

Chuck has gathered all material for publishing of the summer newsletter.

### **Data Base, Jim Klein:**

- The database was updated for the new retiree list for the months of May and June and for the obits from Wilma Shadle.
- The database was updated based on the returned newsletters.
- The Volunteer Newsletter mailing list has been made and will be sent to Rockwell Collins when the next newsletter is ready for mailing.

### **Recruiting and Retention, Pete Jurgens:**

RSVP records show 13648 hours, 135 people active in RCRV for the first six months of 2008. Thanks to Barb and Kathy for helping organize and document our efforts.

Pete is following up on a list of people who have not turned in hours. He will contact each of them to see if they can or will report hours worked.

Pete reported that the Witwer meals operation will establish operations in a new location: the old Pontiac garage at 601/605 2nd avenue. They will share the site with the Ecumenical Community Center Foundation and with the Green Square Meals program.

## **Partner Agency Reports**

### **Aging Services**

No report.

### **Four Oaks Bridge, Mary Beth Minges:**

Some Four Oaks sites have been affected by floods. The Bridge has provided space for other programs displaced from Czech Village area. Many other space requests have been accommodated. It has been a hard working summer, and the staff looks forward to starting fall programs. A First Lego League program is being established. The Bridge is also participating in an Optimist Club program called *Engineering is Elementary*.

### **Grant Wood AEA, Ann Griffin:**

No report.

### **Heritage Agency on Aging, Linda Dearing:**

Heritage has been greatly affected by flooding. Contracted nutrition providers were both flooded, but they found alternate facilities. Aging services is sharing their facilities, with no indication of how long that arrangement will be necessary.

Heritage has hired temporary help for few months to expedite flood relief funding for various programs.

A list of over 60 persons potentially needing help dealing flooding impact was obtained from FEMA. Heritage will call each person to assess needs. Aging services had about 65 individuals in temporary housing, and five others who have returned home. There is concern for the remainder of these, many of whom have limited options.

Heritage is interested in using Christmas trees left over from the St. Lukes Festival of Trees program for flood victims. Faye Spading and Judy Wirth will following up on this question.

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TRIAD has a web site at <http://www.kirkwood.edu/site/index.php?p=6063>. TRIAD has shifted its meetings to the Cedar Rapids police station from the former location in the Linn Count Sheriff's office.

Heritage has been notified that it will now have to pay for using the KTOS facility for large group sessions. This new policy will affect briefings for senior health insurance sign-up. Heritage may not be able to handle reservations. Linda will coordinate with John McDonough.

### **IBEW, Gerald Vuichard:**

No report.

### **Jane Boy Community House, Karl Cassell:**

No report.

### **New Horizons, Mark Beason:**

No report.

### **Options of Linn County, Wayne Clayton:**

We are hiring a temporary staff and there is an interview this afternoon. As I mentioned at the last community projects meeting, we continue to re-acquire RCRV devices destroyed in the flood. Jack Murphy has completed our stampers; Dick K is working on CD-ROM drives and Russ Schuchmann is working on a couple of projects for us.

We appreciate everyone's talents and willingness to help.

### **REACT, Barb Klawiter:**

No report.

### **Red Cross, Joan Schaffer:**

No report.

### **RSVP, Barbara Hoffman:**

RCRV member report – January- June 2008

- 135 members reported 13,648.56 hours in this time period with a total of 138, 670 hours since beginning the reporting of hours.
- New category of disaster relief- 36 have reported 1663 hours.

RSVP member report- January – June 2008

- 393 volunteers reported 33,643 service hours. This was a decrease of 30 volunteers from the previous year. However, 56 volunteers were put on an inactive list, as they had not reported any hours since 2006. We have had 26 new volunteers for 2008.
- New station: Hospice of Mercy: Volunteers needed as respite care providers. Volunteers stay with the patient when caregivers need to leave home for appointments.
- RSVP is promoting AMERICA READS October 23 and October 24<sup>th</sup> in the Cedar Rapids, Lin-Mar, and Marion school districts.

A thank you to Mike and Esther Wilson for their \$3,000 donation to RSVP through the Greater Cedar Rapids Foundation for **RCRV** for aid in restoration of the Wurlitzer organ from the Paramount Theater and the Barton organ from Theatre Cedar Rapids. This work is being done in a partnership with CRATOS (Cedar Rapids Area Theater Organ Society), the Carl and Mary Koehler History Center and RCRV. This restoration has been well publicized in both the new KCRG-TV9 and in the Gazette.

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### **Sixth Judicial District, Heidi Soethout:**

Department of Correctional Services:

- Part of our residential facilities has been converted into the jail.
- Part of two other buildings on the complex have been dedicated to courthouse space.
- Our large meeting room has housed several community agencies trainings and other events.

Community Corrections Improvement Association:

- VISTA program did a mass recruitment from around the nation to get close to 100 VISTA volunteers to assist with flood recovery for the Cedar Rapids area.
- VISTA assisted in the transition of volunteer efforts from Serve the City to the Volunteer Reception Center.
- Check out the website: <http://www.vistacorridorrecovery.org/>

### **WRAP, Heidi Soethout:**

June and July coalition and executive committee meetings were suspended to focus on flood recovery as several coalition partners either directly or indirectly impacted

Gearing up to start meeting again in September. Next meeting is September 8th (moved one week due to Labor Day) - 9am at Corrections.

### **St. Luke's Hospital, Denise Walker:**

No report.

### **United Way, Mary Klinger:**

Campaign goal for this year will be \$10.4 million. John Bickel of Shuttleworth and Ingersoll will chair the campaign. The program kicks off on Wednesday, September 24th, and will extend through December 19th.

The Corridor Volunteers program is working with VISTA volunteers, coordinated with Community Corrections through Heidi Soethout.

Mary asked for an indication of whether RCRV/RSVP could provide volunteer help to coordinate an in-kind volunteer program. Such a program would also require that suitable warehouse space be located.

Seventeen of the forty-two partner agencies were impacted by flooding. Many have applied for SBA and FEMA assistance, but none is known to have received any money so far.

### **Rockwell Collins, Jenny Becker:**

K-12 Kickoff breakfast is Friday, August 22.

Rockwell Collins flood relief grant to organizations serving critical needs was announced in Cedar Rapids Gazette. The Rockwell Collins gift of \$2 million was matched by employee donations totaling \$700,000. Applications are being accepted until September 5th. The grant addresses operational expenses, not capital needs.

Aug 1st was the final day for dispatching Rockwell Collins volunteer cleanup crews. Jenny acknowledged the dispatching help from volunteers including help from Helen Potthoff and Jim Green. Volunteer assistance focused on employee homes and on nonprofit facilities. Sherry Kampman is logging results of the project.

### **Old Business**

No old business.

### **New Business**

No new business.

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### **Adjournment**

The meeting was adjourned at 3:05 PM.

The next Board meeting is September 17 at the Red Cross building.

Submitted by Don Grimm, Secretary.

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## Appendix 1

### Rockwell Collins Grant Evaluation Report

Mr. Jim Green, Chairman  
Rockwell Collins Retiree Volunteers  
Cedar Rapids, Iowa

August 20, 2008

Subject: Grant Application Evaluation Results

Dear Jim,

The RCRV grant application evaluation committee met on August 4, 2008 to evaluate the grant applications using the evaluation criteria and tools provided by the board of directors. The evaluation committee consisted of Helen Potthoff, Kay Nelson, Jack Murphy, John Wauer and I. I acted as the chairman.

Two \$5,000 grant applications were received, one from the Cedar Amateur Astronomers and one from The Four Oaks Bridge. The evaluation committee thoroughly reviewed the two applications and unanimously agreed to recommend that a grant of \$5,000 be given to each organization per their request.

A copy of our evaluation notes is attached and you will note that each of the applicants scored a total of 77 points out of 85. We discounted 15 of the possible points because we felt that the three criteria these points represented were either too vague in the application instructions or were not applicable.

The lessons learned from our evaluation are as follows:

- = Obviously more publicity is required to draw in more applicants
- = More work needs to be done on the application instructions and evaluation criteria. For example we felt that program performance measures will usually be hard to quantify. Also data source and collection methods may be hard to quantify and identify.
- = We agreed that it should not be necessary for the applicant to have to provide proof of 501c-3 status but only to have the data available if requested.

Please let me know if there is any additional information on this process you would like.

Sincerely

Rod Thorpe