

Charitable Corporation Connections

July 1, 2020



Happy Summer, Colorado Sisters!

What did the CPCC do in June?

- *With transition of state committees there's a new member on the CPCC Board of Directors.*
- *Jill Hyde, Chapter JI/Lafayette was appointed to the open board position to serve a 4-yr term. Typically this is an elected position at convention, but because of the pandemic/no convention, it was appointed by CSC-President Shari Fox.*
- *At our first official meeting we reviewed our strategic plan: to manage our philanthropies in the best interests of their beneficiaries, and to bring viable options to Colorado State membership at the 2021 convention regarding Chapter House's future operations.*
- *We are realigning our focus of trustee work so that both the CH and MF trustees function similarly. Chapter House Trustees will focus primarily on the CH residents, just as the MF Trustees' focus is on the recipients.*
- *And with transitions there is always a lot of policy manual review...you'll read about those below!*
- *A new timekeeping/payroll system (Kronos) was authorized for purchase for use at CH. This system will improve our record keeping of employee payroll details and will save on required staff time to input and process. Kronos will be implemented mid-September after it has been updated to incorporate relevant provisions from the CARES Act.*
- *Although our investments took a hit with the pandemic they are recovering slowly. Financials are forthcoming.*
- *L J is almost done with the annual audit data collection. This is truly an arduous task and we appreciate her diligence in responding to all the requests and her 110% commitment to the CPCC.*
- *The CH hiring committee is working full steam ahead to fill the House Manager vacancy. We hope you each received the job description from your chapter president (if not, ask her!). Maybe you know the perfect candidate.*
- *We are working hard to protect and preserve one of our oldest philanthropies, Chapter House! And having a full time House Manager is just what we need as the first piece of the renewed effort.*

What happened in the Chapter House in June?

- *An interim House Manager started June 30th. Stay tuned to next months CCC (Charitable Corporation Connections) for an update on all his progress.*
- *Covid-19 Guidelines/Requirements have been written and board approved for the CH residents, visitors, and employees. Although mask wearing and social distancing have already been implemented, these will be official documents for policy manuals. It's apparent that Covid isn't going anywhere.*
- *Visitors at CH continue to be limited to patio visits.*
- *CH grounds had a wildfire mitigation expert do a site visit and her consultation was invaluable. Plans are in progress for mitigating our potential fire risks and there is a possibility that grant funds will be available through the fire department for licensed contractor work.*

- A Fire/Life Safety inspection was also done by Colorado Springs Fire Department and the inspector identified areas for required signage and electrical and fire safety compliance. A reinspection visit is scheduled to verify that all issues have been resolved.
- We have determined that approximately 23 of the stand alone smoke detectors (in apartments, boiler room, laundry room and dining room) have reached their life expectancy and are due for replacement. We have asked two local hardware stores for consideration of a charitable contribution to replace these, but have not heard back yet. **If anyone or any chapter wants to contribute specifically to this worthy cause, please make a monetary donation on the form linked here:**
<https://coloradopeo.org/wp-content/uploads/2019/10/CPCC-donation-form-Oct-2019.pdf>
- The CH Employee manual is through the final revision stage and currently being reviewed by an attorney specializing in this area. We were fortunate to get this review done on a pro bono basis. Next is review of the resident manual and policies and employee job descriptions.
- Speaking of CH Employees... Meet them:



Jessica (chef)

Victoria (server)

Boo (chef/kitchen)

Eric (grounds/maintenance)

Tanya (housekeeping)



Amy (bookkeeper)

Jenny (front desk)

- The Share The Care application and process is currently being reviewed and revised. Our two trustee chairs (Liz Aikin on CH and Janet Kingsbury on MF) are working to make the Share the Care assistance and the Marguerite Fund assistance processes similar.
- Our Facility Use Agreement for CH has been updated. We are ready to go when the pandemic wanes!
- The CH Review Committee is status pandemic quo. Stay tuned.

What about the Marguerite Fund?

- Via zoom the MF Policy manual was reviewed and revisions forwarded to the CPCC board.
- July will bring the first meeting of the trustees. All current and new applications will be reviewed and processed.
- The MF application will be reviewed and revised and posted on the website when completed.
- We sponsored 9 women in June, for monthly stipends of \$500/each.



Please stay safe and don't forget to wash your hands!



We welcome your feedback and questions!

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