



613 S. Main St. \* Lombard IL \* 60148-3341 \*

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**FY'09 is now over and we can be proud of so very much.**

**But with FY'10 showing uncertainty - the real challenges are yet ahead of us.**

**Now more than ever, know that as friends and supporters of RRAF  
each of you are very appreciated - AND NEEDED!**

**Can you give a couple hours of your time?**

- The Knights of Columbus "Tootsie Roll" Days are coming up in September. Volunteers are needed to help support the Christ the King council in Lombard and the St. Matthew council in Glendale Heights.

- The Lombard Lions Club "Candy Days" are also right around the corner in early September.

Street and store locations are always available. Call us!!

The St. Matthew Knights of Columbus, Council 9893, donated over \$10,600 to RRAF in honor of Brooke Davis and her family.

The Village of Lombard and the Lombard Chamber of Commerce chose RRAF as one of the organizations to receive proceeds from their recent Lilac Time Art and Craft Fair. Their donation was in the amount of \$579.06.

And, speaking of ongoing support - - our longtime friends at the DuPage Community Foundation have blessed us once again. Their recent \$5,000 grant has already helped so much in keeping us in operation during these uncertain economic times. Learn more about this wonderful organization by going to their website at [www.dcfnd.org](http://www.dcfnd.org).

**A Summary of our Agency Results for FY'09**

FY'09 budget expectations were met – but, with less than preferred methods. The factors that played a role in this were specifically in keeping with the overall economic picture and the continued payment slow downs by the State of Illinois. Highlights:

- This year we only received full funding for 33% of those served.
- Contribution levels overall were down from the past fiscal year. Family generated contributions during fiscal year '09 totaled \$40,925.
- A SEP-IRA distribution was not able to be made to employees this year as the slow payment cycles from the State threatened to affect simple bill payments and payroll.
- Accounts receivable amounts continued to grow across the year, and get worse each month. At June 30, 2008 the level was \$20,616 (meaning services for June, 2008 only). At June 30, 2009 end this rose to \$113,364. This \$93,000 had to come directly from the budget – primarily from keeping one position unfilled throughout the year and from the elimination of a SEP-IRA distribution.

Being able to grow administratively as an agency is probably the most frustrating challenge in terms of the big picture of RRAF and how it will impact our ability to grow and pursue future growth directions.

- First, we continue to work at shorter staffing levels, having to leave open employee slots unfilled.
- Secondly, the Executive Director needing to handle not only administration and backup direct care/transportation, but also the QMRP case load equal to two staff, has meant little time available to train our newer Program Manager.

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## **FROM THE PRESIDENT**

FY'09 was a very difficult year, with our having to deal with a dismal State and Federal economic picture. This placed a lot of stress on the entire organization and resulted in needing to make a lot of tough decisions across the year.

- We needed to function with one staff position unfilled for the majority of the year.
- We were not able to give tenured staff a SEP-IRA distribution at the end of the fiscal year, the first time since implementing this program in 1997.
- We needed to use funds targeted for futures planning initiatives that were donated through the estate of former Board member, Dennis Lake, in order to cover basic expenses.
- We needed to focus on a cash basis

budget process due to the ongoing and ever increasing slowdown of reimbursement payments from the State of Illinois. But, even given these difficulties – and the ongoing challenge the economy continues to place on us as we look to FY'10 – we can still be proud of many things.

- The service hours we provided jumped 2½% (up from 4% last year), a reasonable growth given all we've had to face this year. Our average census number per day showed a reasonable increase, too - from a '07 level of 24.1 individuals and a '08 level of 24.9 individuals, to a current level of 25.2.
- Our FY'09 income levels ended \$21,000 higher than they were last year – a full 5% increase.

We were able to achieve these results and weather these challenges even as we struggled with staff changes and an economy, which both locally, and across the nation, continues to struggle.

But with growing staff and a different Board compliment adding new perspectives and different life experiences, we can work positively towards the decisions we need to make in order to seek the dreams we have together.

Our process of organizational planning is indeed continuing to be a fluid one, but the strong foundations we've put in place, and the years of thoughtful and logical planning, have put us in a better place than most agencies also facing threatening funding cuts. We've worked for so many years to get to this place, and now we are committed to making the best possible decisions so that quality and financial strength remain and so that RRAF can continue and even flourish. Read on for further details.

Thank you,  
*Marilyn J. Flanagan*

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-Thirdly, our overall economic picture does not mean that we are able to hire additional individuals with the education and skills to be big picture, much less case coordination and program oversight. This economic crisis has put a major crimp on our abilities to utilize the strong foundations we put in place across the years.

Futures planning discussions continue to be a part of the overall strategic mission. Adding Kathleen Altman and Roberta Robison to the Board now gives us three family Board members with a real dedication to having RRAF grow to further serve those in our care.

We received a 100% compliance rating on our DHS Developmental Training survey. This makes the twelfth 100% in thirteen years and six consecutive 100% ratings. Our Family CILA survey also brought a 100% compliance rating.

Attendance utilization was at an average of 87%. Although good statistically, in reality we were under-funded over \$17,000 due to overall absences and the variances contained within individual funding agreements.

Staffing levels did not meet our desire of one staff per five individuals. Having to leave employee slots unfilled, and sometimes excessive employee absences impacted our efforts in this area. The actual average ratio ended at 5.95 – up from last year's average of 4.98.

Individual skill development showed an average growth of .85% – up from an average .56% last fiscal year.

Individual communication skill improvement showed an average growth of 1.4% – up from a .16% average last fiscal year.

Analysis showed that there was maintenance and/or growth seen in 66% of the goals targeted for our individuals - up from 61% last year, and 56% the year before that.

Our current five vans are sufficient for our needs at this time. As our census grows we will need to evaluate full capacity needs ongoing. For this entire fiscal year we did four routes, due to having to leave employee slots unfilled and to help with the cost of gasoline.

Our ending census was at 29, with a maximum of 36 possible if our financial picture allowed that. Two individuals left RRAF this year, another two individuals were accepted to fill those slots.

A complete analysis can be linked to from our website at [RRAF.ORG](http://RRAF.ORG).

## UNRESTRICTED CONTRIBUTIONS: (May through June, 2009)

### IN MEMORY

**Patti Aliff**  
Penny Anderson

**Janet Erickson**  
Penny Anderson

**Ruby Howat**  
Roger and Sandy Davis

**Ken Marks**  
Dolores Bartels  
Paul and Cindy Habura

**Keith Steffensen**  
Penny Anderson

**Wesley Van Valkenburg**  
Paul and Cindy Habura

**Lisa Vetter**  
Roger and Sandy Davis  
Nada Vetter  
Rita Vrona

### IN HONOR

**Jack Buckingham**  
Kathy McGinnis

**Beth Carpenter**  
David and Diane Carpenter  
Julie Jilek

**Brooke Davis**  
St. Matthew Council of  
Catholic Women

**Sandy Davis**  
Father Franklin Tasker, O'Carm

**Father David Dillon, O'Carm**  
Bob and Donna Resuali

**Tom and Marilyn Flanagan**  
Roger and Sandy Davis

**Mr. and Mrs. Lee Kennedy**  
Roger and Sandy Davis

**Ron and Sue Metty**  
Roger and Sandy Davis

**Albert Mitton**  
Roger and Sandy Davis

**Josh Robison**  
Bonnie McLaren

**Mark Samuel**  
Roger and Sandy Davis

**Mr. and Mrs. Pete Sylvester**  
Roger and Sandy Davis

**Virginia Toto**  
Nada Vetter

### GENERAL

**Friend (\$10 - \$49)**

**Sponsor (\$50 - \$99)**  
Ron and Sue Metty  
Ken and Mary Sichz

**Centurian (\$100 - \$499)**

**Benefactor (\$500 and above)**  
Christ United Methodist Church  
Jewelry Sale Participants  
Lombard Chamber of Commerce  
St. Matthew Church, Knights of  
Columbus, Council 9893

### IN KIND

**Costume and Antique Jewelry**  
Marianne Black  
Peggy Kondor  
Jean Paprocki  
Nancy Pelletier  
Nancy Wilson  
Judy Stehlik

**Jigsaw Puzzles**  
Pat Kreibich



### WISH LIST

|                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Antique & Costume Jewelry<br>Vocational Projects for our peers to do<br>Dishwasher<br>Parking Lot Seal Coating and Striping<br>Dishwasher Safe Plastic Cups, Plates and Bowls<br>Easy Listening CD's<br>Window Blinds (call for details)<br>Window Well Covers (four) | Current Technology Computers<br>100 Piece Jigsaw Puzzles<br>Copier Paper - White and Pastel Colors<br>Sturdy Conference Room/Office Chairs<br>Disposable Plastic Silverware and Cups<br>Paper Towels and Napkins<br>9x12 and 10x13 Manilla Envelopes<br>Plastic Mixing Bowls with Lids |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Balance Sheet as of: **06/30/09** (Draft)

|                                       | <u>Jun 30, 09</u> | <u>Jun 30, 08</u> | <u>\$ Change</u> |
|---------------------------------------|-------------------|-------------------|------------------|
| <b>ASSETS</b>                         |                   |                   |                  |
| <b>Current Assets</b>                 |                   |                   |                  |
| <b>Total Checking/Savings</b>         | 14,969.45         | 43,109.57         | -28,140.12       |
| <b>Total Accounts Receivable</b>      | <b>113,363.86</b> | <b>20,641.10</b>  | <b>92,722.76</b> |
| <b>Total Other Current Assets</b>     | 8,690.09          | 11,608.95         | -2,918.86        |
| <b>Total Current Assets</b>           | 137,023.40        | 75,359.62         | 61,663.78        |
| <b>Total Fixed Assets</b>             | 598,572.57        | 633,893.68        | -35,321.11       |
| <b>TOTAL ASSETS</b>                   | <b>735,595.97</b> | <b>709,253.30</b> | <b>26,342.67</b> |
| <b>LIABILITIES &amp; EQUITY</b>       |                   |                   |                  |
| <b>Liabilities</b>                    |                   |                   |                  |
| <b>Total Current Liabilities</b>      | 20,224.10         | 16,965.35         | 3,258.75         |
| <b>Total Long Term Liabilities</b>    | 432,731.33        | 465,447.13        | -32,715.80       |
| <b>Total Liabilities</b>              | 452,955.43        | 482,412.48        | -29,457.05       |
| <b>Total Equity</b>                   | 282,640.54        | 226,840.82        | 55,799.72        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <b>735,595.97</b> | <b>709,253.30</b> | <b>26,342.67</b> |

#### Budget FY'09

|                                | (Draft)                  |                  |
|--------------------------------|--------------------------|------------------|
| as of 6/30/09                  | <u>Jul '08 - Jun '09</u> | <u>Budget</u>    |
| <b>Ordinary Income/Expense</b> |                          |                  |
| <b>Total Income</b>            | 443,255.78               | 426,657.89       |
| <b>Total Expense</b>           | 321,042.61               | 331,475.92       |
| <b>Net Ordinary Income</b>     | 122,213.17               | 95,181.97        |
| <b>Other Income/Expense</b>    |                          |                  |
| <b>Total Other Income</b>      | -2,393.39                |                  |
| <b>Total Other Expense</b>     | 64,020.06                | 65,073.72        |
| <b>Net Other Income</b>        | -66,413.45               | -65,073.72       |
| <b>Net Income</b>              | <b>55,799.72</b>         | <b>30,108.25</b> |

These financial analyses show the breadth of the challenges we faced during FY'09 in terms of dealing with the slowdown in State reimbursement payments and the struggle our budgeting process had to go through in order to keep bills and employees paid.

Now as we enter FY'10 we are continuing this ongoing struggle. The State was not able to send us a single reimbursement payment in June which meant that we went from May 27th to July 10th existing solely on contributions. Please keep us in your thoughts.

RRAF  
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**“WHERE REALITY IS RESPECT, APPRECIATION AND FULFILLMENT”**

Please accept my donation in the amount of:

\_\_\_\_\_ Benefactor, \$500      \_\_\_\_\_ Centurian, \$100      \_\_\_\_\_ Sponsor, \$50  
\_\_\_\_\_ Friend, \$10      \_\_\_\_\_ Other

This donation is in memory of: \_\_\_\_\_  
honor of: \_\_\_\_\_

Please send acknowledgement to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Please make checks payable to RRAF and mail to 613 South Main Street, Lombard, IL 60148-3341. RRAF is a 501(c)(3) not-for-profit organization. All donations not exchanged for goods or services are tax deductible to the extent allowed by IRS regulations. Should you wish a copy of our certified financial audit, please request it in writing to address above.

**Newsletter, July, 2009**

**BOARD MEMBERS**

**Kathleen Altman**      **Roger Davis**  
**Jill Mueller**      **Thomas Flanagan**  
**Roberta Robison**

**OFFICERS**

**Marilyn Flanagan**  
Executive Director and President  
**Thomas Flanagan, Esq.**  
Vice President, Secretary,  
and General Counsel  
**Jill Mueller**  
Treasurer  
**Kelly Bowen**  
Assistant Treasurer

**ACCREDITED BY THE  
REHABILITATION  
ACCREDITATION  
COMMISSION (CARF)  
THROUGH OCTOBER 2009**

**PLEASE JOIN US OCTOBER 4, 2009 FOR OUR  
ANNUAL FALL BENEFIT!**

Where: Empress Banquets  
200 East Lake Street  
Addison, IL 60101  
(630) 279-5900

When: Sunday, October 4, 2009  
11:30 am to 3:30 pm  
Dinner served at 12:30 pm

Raffle: 1st Prize - \$1,000 Cash  
2nd Prize - \$500 Cash  
3rd Prize - \$250 Cash  
Tickets \$2 each or  
7 for \$10

