



**INTERFAITH
HOSPITALITY
NETWORK
OF GREENE COUNTY, OHIO**

ANNUAL REPORT

and

ANNUAL MEETING

April 12, 2006

Xenia Chamber of Commerce

Conference Room

334 West Market Street

Xenia, Ohio

INTERFAITH HOSPITALITY NETWORK
OF
GREENE COUNTY, OHIO

Mission Statement

Interfaith Hospitality Network of Greene County is a non-profit interfaith ministry committed to uniting the religious community in Greene County to provide shelter, meals and assistance to homeless families and single women.

Our mission is to reach out as messengers of God, reflecting His unconditional love with compassion and acceptance, providing help, hope and a safe haven for our guests while they seek permanent employment and affordable housing.

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**ELEVENTH ANNUAL MEETING AGENDA
INTERFAITH HOSPITALITY NETWORK
OF GREENE COUNTY, OHIO**

Welcome	Don Schneider
Opening Prayer	Malcolm Gillespie
Introduction of Board of Trustees and Staff	Don Schneider
President's Report	Don Schneider
Director's Report	Cheryl Carter
Treasurer's Report	Paul Maranka
Host/Support Congregation Recruitment	Don Schneider
Recognition of Host and Support Congregations	Don Schneider
Host Congregation Coordinators	Don Schneider
Fund Raising Committee Report	Dale Kirby
Election of Officers	Don Schneider
Questions or Comments	All
Closing Prayer	Rev Mark Brooks
Refreshments and Fellowship	All

PRESIDENT'S REPORT

DONALD A. SCHNEIDER

Again this year we have stayed busy through the year with our guests coming and going and getting them moved into their new housing as it came available. As happened the last two years, we had some serious concerns early in the year when Greene Metropolitan Housing Authority advised that they had run out of funds for the Section 8 subsidized housing vouchers. But, we were able to get through that crisis with the able assistance of Greene Metropolitan Housing Authority. Our Executive Director, Cheryl will touch on that on the next page.

The McKee storage facility is still serving us well. We thought we would lose it this last summer, however the McKee's have not sold the property yet. Steve said we could continue to use it until they found a buyer for the property. We have also been using the hotel for storage but we had to move it all out to make way for the rehab work and had to turn down some offers of donated items or ask the people to store them for a while. So if anyone has a garage or some other type of facility that they can offer for storage we would appreciate it, we need it badly.

Tom Bolka and Randy Person came on board last year but they both had to resign due to other commitments. Tom Bolka has agreed, however, to stay available as our computer guru.

Our Board of Trustees membership is quite small now and we need to recruit more board members. We have put out an appeal for anyone that is interested and can devote about four to six hours a month to help with IHN business. We are always open to additional board members.

The rehab work on the hotel has been quite aggressive this year. This year approximately 175 volunteers invested over 1,230 hours of volunteer time in the renovation of the hotel. The initial architectural plans were approved but due to significant changes we had to make due to code restrictions, we had to redo them and are again awaiting approval from the County Engineers. In September we were able to get a new roof on the main hotel through a Community Development Block Grant through the City of Xenia. Then in October we had a contractor come in and remove the frame structure that was on the back of the brick structure. Extensive structural support work has been completed in the basement and the inside has been essentially gutted and we are ready to do some reconfiguration of the inside. . As soon as the new plans are approve we will be going for bids to build the new structure on the back of the existing brick building and have the HVAC, plumbing and electrical work completed for the entire project.

Thanks for all of your great work!!!

Respectfully,
Don Schneider, President

EXECUTIVE DIRECTOR'S REPORT

CHERYL A. CARTER

The past year (2005) has been both Challenging and rewarding. During 2005 IHN assisted 67 individuals representing 21 families. Of the 67 individuals 53 were children under the age of 18. Our churches prepared a total of 8,097 meals for our guests. The average length of stay at IHN last year was 38 days.

IHN continues to assist our guests in whatever they need in an effort to enable them to avoid being in this (homeless) situation again. Resources we utilized included:

- * Budgeting classes provided by the Greene County Department of Development.
- * Parenting Classes made available through Families and Children First Council
- * Weekly tutoring during the school year provided by the Xenia Community Schools, and
- * Housing Search assistance working with Greene Metropolitan Housing Authority's Project Total.

Additionally, all of the IHN staff, and Board Member Malcolm Gillespie gained additional training as a Citizen's Emergency Response Team (CERT) responder. The IHN staff was also trained in Communicable Diseases and Child Abuse classes.

As the statistics indicate, the number of clients assisted increased again this year. Early 2006 experience indicates this trend is continuing. This increased level of support has placed additional demand upon IHN for resources such as school supplies and clothing. We were blessed to have Share-One To-One clothing Ministry move into Christ Episcopal Church right next door to IHN. We were able to utilize that clothing closet for many of the items our guests needed. The increased numbers of clients and the large percentage of whom are children placed demands upon the financial resources above what was budgeted, necessitating difficult decisions about what to purchase and trade-offs between services, physical needs and operating expenses such as fuel for the van. A critical and chronic funding shortfall remains the single greatest threat to IHN's ability to provide services for our clients.

With the strain our budget is facing I ask once again to look deep into your hearts and contribute what you can to IHN either monetarily or materialistically. As always we want IHN to continue to be a safe and secure haven for those in need of all our services.

Respectfully Submitted,
CHERYL CARTER, Executive Director

TREASURER'S REPORT

PAUL MARANKA

SUMMARY

Our 2005 receipts for operational support were down again this year, by about 16% under the 2004 receipts. We did receive almost \$62,000 designated for the hotel renovation. By trying to restrict our spending to the absolute necessities and borrowing from the hotel renovation account, we were able to continue the operational support. Again this year the Fifth Annual Golf Marathon held on May 23 brought in over 50 percent of our income. Needless to say, we still have a limited ability to serve the homeless as well as we would like. We continue to search for ways to obtain additional funding.

The following is a breakout of 2005 contributions by category.

<u>Category</u>	<u>Percent</u>
Churches	18 %
Individuals	18 %
Grants	4 %
United Way System. Partner	2 %
2005 Golf Marathon	52 %
Organizations	1 %
Miscellaneous	5 %
TOTAL	100%

The figure for the Church category is for cash only. In addition, the churches and fellowships that are hosting and yoking activities in the network, listed elsewhere in this report, also provide over 2000 hours of volunteer time, food, and shelter for our guests. These non-cash contributions are very significant. We are grateful to all of these organizations for their support of the guests.

Treasurer's note, the April 12, 2006 Annual Report submission omits the audited financial statements, as they have not been completed and returned by the auditor. End of Year Financial Statements were provided at the January 2006 Board of Trustees meeting and are available for review. The Treasurer does not expect any material differences between the unaudited year-end statements and the Final Audited Financial Statements.

Respectfully Submitted,
Paul Maranka, Treasurer

HOST/SUPPORT CONGREGATION RECRUITMENT

DOUGLAS TRYLOFF

On a note of stability, during 2005 we saw no change to our organization's network of 15 host and nine supporting congregations. Not content with this number, however, we continue to contact the many churches, synagogues, temples and fellowships in Greene County and surrounding communities in an effort to increase our number of host and supporting congregations.

As a bit of background, a host congregation is a church that has the necessary facilities and people to host IHN "guests" (up to four homeless families or 14 homeless people) for one week at a time. The host congregation facilities must include, as a minimum, sleeping areas, a kitchen, and an eating area capable of serving meals to the guests. Showers and laundry facilities are a great bonus for the guests, but are not required of a host congregation. A supporting congregation, on the other hand, is a church that does not have sufficient facilities or people to host IHN guests for one week at a time, or their schedule is so full they are not able to fit in a week of hosting but still want to participate in this outreach ministry. Supporting congregations are linked to host congregations and help the latter by taking responsibility for hosting one or more nights of a typical "host week". This supporting congregation is also called a "yoking" congregation for its willingness to help share the burden of care.

We have a goal that each congregation will host IHN guests no more than four weeks a year. Experience tells us this frequency allows host congregations to play an active part in this outreach ministry without requiring them to host so often that they experience "burn out". With the number and mixture of host congregations now in the network, however, we are not quite able to achieve that goal. For various reasons, some of our current host congregations can only host IHN guests two or three weeks a year, placing extra burden on the rest of the host congregations. It is therefore critical to the long-term success of the network that additional host and supporting congregations be recruited.

To amplify that point, I want to express sincere thanks to Memorial United Presbyterian Church in Xenia for hosting IHN guests two weeks in a row during the holiday season, when another host congregation had to cancel its turn in the schedule on very short notice. My records indicate that additional week was Memorial's fifth host week in 2005, and that at least one other congregation also hosted IHN guests five times in 2005.

We ask that you help in the recruiting effort by offering your prayers and assistance toward maintaining (or increasing) the current number of host and supporting congregations. In addition, you can contact friends and neighbors who are members of congregations not yet participating in the network and ask that they invite one of the board members to make a presentation about the IHN experience here in Greene County.

The current host and supporting congregations, as well as the host congregation coordinators, are listed on the next three pages.

HOST CONGREGATIONS

A House of Prayer	Xenia
Abiding Christ Lutheran Church	Fairborn
Aley United Methodist Church	Beavercreek
Epiphany Lutheran Church	Centerville
Fairborn St. Luke United Methodist Church	Fairborn
First Church of Christ	Xenia
Grace Chapel	Xenia
Hawker United Church of Christ	Beavercreek
Hillside Chapel of Christian & Missionary Alliance	Beavercreek
Korean United Methodist Church	Kettering
Memorial United Presbyterian Church	Xenia
Peace Lutheran Church	Beavercreek
Prince of Peace Church of the Brethren	Kettering
St. Andrew United Methodist Church	Beavercreek
Zion Baptist Church	Xenia

SUPPORTING CONGREGATIONS

Beavercreek Church of the Brethren	Beavercreek
Bethlehem Lutheran Church	Fairborn
Faith Community United Methodist Church	Xenia
First United Christian Church	Xenia
Kirkmont Presbyterian Church	Beavercreek
Mary Help of Christians Catholic Church	Fairborn
Mt. Zion Church	Beavercreek
St. Bridgid Catholic Church	Xenia
Westminster Presbyterian Church	Xenia

HOST CONGREGATION COORDINATORS

Our host congregation coordinators take on a tremendous responsibility when they agree to coordinate the efforts of their congregation. They must start work several weeks before their assigned host week to alert the people of their congregation that their host week is coming soon. They must get signup sheets out so that the members of the congregation can sign up for responsibilities including preparing food, setting up, taking down, cleaning, being evening hosts, being overnight hosts, transporting cots, doing laundry, working in the kitchen, etc. Then they must be available during the host week to meet with the guests when they arrive, to monitor that everything goes smoothly during the week, to work out any problems, and to coordinate with the Day Center to accommodate any changes in the number of guests and their schedules. Then, after the week is over, they must clean up the leftovers, get the materials put away, make a list of supplies needed for the next host week and report back to the Day Center. Needless to say, their schedule is full just before and during the week they host.

We really do appreciate our coordinators, all of whom perform their jobs exceptionally well! Our network has been in operation now for eleven years, and we could not have done it without the dedication of our host congregation coordinators.

As of December 31, 2005, our host congregation coordinators are:

A House of Prayer	Vicki Weaver
Abiding Christ Lutheran Church	David Greenisen
Aley United Methodist Church	Jan Schneider Mindy Diesslin
Epiphany Lutheran Church	Sandra Wickert Joyce Evans
Fairborn St. Luke United Methodist Church	Jeane Wright
First Church of Christ	Pat Zeller Tammy Bolka
Grace Chapel	Priscilla Orahood Roxanne Quinlan
Hawker United Church of Christ	Nancy Tepfer
Hillside Chapel of Christian & Missionary Alliance	Sandy Allport Lorna Coons*
Korean United Methodist Church	Munsap Seoh

Memorial United Presbyterian Church
Peace Lutheran Church
Prince of Peace Church of the Brethren
St. Andrew United Methodist Church
Zion Baptist Church

Rosa Caskey
Sue Hedlund*
Mike Earl
Rebecca Ridenour*
Gwen Canada

* indicates new in 2005.

FUND RAISING COMMITTEE REPORT

DALE J. KIRBY

As we have reported on numerous times in the Interfaith Hospitality Network Newsletter, funding continues to be an issue on the forefront of the mind of all of the Board members. Each month we are concerned if the receipts will be enough to pay the expenses. For some months the receipts are much more than the expenses, for example the first month or two after the Golf Marathon. But from then on out for the rest of the year, it seems to be nip and tuck.

As we get ready to move into the hotel we know that our future expenses will be much greater due to utilities and maintenance. Consequently, we must find other methods for raising funds. The Board continues to discuss this at the Board meetings and we are continually looking for additional fund raising opportunities. The Golf Marathon is a good one-time event fundraiser but we need much more.

The Board has considered a number of additional events for both the summer and fall to augment the spring golf marathon and the end of year mailing. To date these events are in the discussion stage, with the most critical aspect being selecting a “Champion” to lead each activity. We will be contacting our church network and publicizing the need as well as the need for other Board and committee positions that are available for volunteer service.

If anyone has any great ideas and would like to help in this endeavor, please call us at the Day Center at 937-372-0705.

Respectfully Submitted,
Dale Kirby, Vice President

ATTACHMENTS

- 1. LIST OF TRUSTEES AND OFFICERS**
- 2. NOMINATIONS OF OFFICERS - 2006**
- 3. BOARD OF ADVISORS**
- 4. FRIENDS OF IHN**
- 5. FINANCIAL STATEMENTS**

ATTACHMENT 1

INTERFAITH HOSPITALITY NETWORK 2005 & 2006 BOARD OF TRUSTEES AND OFFICERS

Officers

President	Don Schneider
Vice President	Dale Kirby
Treasurer	Paul Maranka
Secretary	Beverly Moore
Funds Raising Committee Chairperson	open
Coordinator of Coordinators	Doug Tryloff

2006 Returning Board Members

	<u>Term Expiring</u>
Malcolm Gillespie	2006
Dale Kirby	2006
Paul Maranka	2008
Beverly Moore	2006
Don Schneider	2008
Douglas Tryloff	2008

Other nomination(s):

Funds Raising Committee Chairperson	Tim Gebard (nominated)
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ATTACHMENT 2

NOMINATIONS OF OFFICERS FOR 2006

The following personnel have been contacted and have agreed to run for the offices as designated. Additional nominees may be nominated from the floor if desired.

President	Dale Kirby
Vice President	Don Schneider
Treasurer	Paul Maranka
Secretary	open for nominations

ATTACHMENT 3

**INTERFAITH HOSPITALITY NETWORK 2005 BOARD
OF ADVISORS**

Delmer Bone	Retired
John Finlay	Attorney at Law
Jack Harding	Retired
Rafael Marderosian	Retired
Susan Stiles	Dir, Grn. Co. Metro Hsg. Auth.

ATTACHMENT 4

FRIENDS OF INTERFAITH HOSPITALITY NETWORK

Personnel who want to keep active in the support of the IHN but are not able to attend the regular board meetings and other multi functions of the IHN.

Tom Bolka

Mark Brooks

Barb Cannon

Gary Chapman

Pat Felton

Eugene Fischer

Susan Hartman

Denise Leslie

Randy Person

Ron Ruff

Elizabeth Studebaker

ATTACHMENT 5

INTERFAITH HOSPITALITY NETWORK

FINANCIAL STATEMENTS

FOR PERIOD ENDED

DECEMBER 31, 2005

See Accompanying Accountant's Compilation Report

**INTERFAITH HOSPITALITY NETWORK
OF GREENE COUNTY, INC.
OPERATING BUDGET FOR FISCAL YEAR 2006**

<u>CTRL.</u> <u>NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
601	Wages	42,680
602	Payroll Taxes	10,920
603	Workers Compensation	100
604	Direct Client Expenses	4,000
607	Admin. and Office Operations	4,115
610	PR and Advertising Expenses	0
612	Office Printing Expense	1,610
614	Taxes and Licenses	650
616	Insurance	2,616
617	Utilities	3,220
622	Professional Services	3,750
627	Education	300
631	Membership Dues	250
632	Transportation Expense	6,800
636	Postage	2,480
637	Mileage Expense	0
640	Rent	1,200
646	Travel	0
650	Furniture and Equipment	1,450
660	General Fundraising	750
665	Golf Marathon	7,900
670	Product Sales	0
	TOTAL	<u>0</u> \$105,260

Adopted January 2006 for calendar year 2006.