



Van Go, Inc. Board Meeting Agenda

March 22, 2023, 4-6 pm

Van Go, Inc.

- I. Call to Order
- II. Approval of the Agenda
- III. Approval of the Minutes
- IV. Reports
 - A. Co-Executive Directors
 - a. Go Van Go
 - i. Addy Awards & Thank you to Marc Havener
 - b. Agency Update
 - c. Development
 - d. Programming
 - B. Board President
 - a. Annual Meeting 'Intention Setting' Follow-up
 - C. Financial (Chris)
 - a. Review of Financial Statements
 - b. 2021/2022 Compilation Review
 - D. Committees
- V. Old Business
 - A. Strategic Plan
 - a. 2022 Priorities Review/Reflections
- VI. New Business
 - A. Strategic Plan
 - a. 2023 Priorities Discussion
- VII. Comments and Announcements
- VIII. Adjournment

Next meeting date: May 17, 2023

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VAN-GO.ORG

A large, intricate black and white line drawing of a mandala or floral pattern, featuring various geometric shapes, leaves, and circular motifs, positioned at the bottom right of the page.

Van Go Full Board Annual Meeting
Monday, January 30, 2023

Present: Jennifer Roth, Sandy Praeger, Justin Cordova, Charlie Sedlock, Kaylin Dillon, Paige Robinson, Kevin Kelley, Myrone Grady, Jennifer Carttar, Steve Kelly, Ellen Chindamo, Katie Winter, Michel Loomis, Joe Sears

Also Present: Sarah Humbert, Alize Tyler, Kristen Malloy, Eliza Darmon, Rick Wright, Emma Givens, Chris Kohart, Kim Keating, Nancy Jackson

Board president Jen Roth called the meeting to order at 4:04pm.

Approval of the Agenda

Until 5:00 will be some standard board business and reports. We'll break at 5:00 to eat and then Nancy Jackson will speak from 5:30 until the end of the meeting.

Sandy Praeger moved to approve the agenda. All approved.

Welcome Activity

Kristen Malloy started the Welcome Activity and everyone shared their "What Van Go is/Meaning to Me".

Co-Executive Director Report

Kristen & Eliza Darmon presented 2022 highlights.

- 25 years of Van Go
 - Reunion with keynote by founder Lynne Green
 - Graduate survey
 - Article in the LJ World
 - Adornment theme "Van Go's Greatest Hits"
 - Painted windows
- 2 new staff members
 - Kim Keating & Alize Tyler
- Updated vision/mission statements
- Capacity building
 - Engaged KU CPPR as Evaluations & Outcomes consultants
 - Initiated 2021/2022 audit
 - New transit van
 - Implemented new budget structure
- New Film "The Beauty Within"
- Infrastructure capacity building
 - New Employment & Administrative policies & procedures
 - Staff annual reviews & goal-setting
 - Annual compensation statements

- Off-boarding procedures
 - New hire orientation & onboarding
- Donor engagement
 - Record year for Dinner on the Curve
 - First Avant Garde(n) party
 - 106 new donors
 - 162 Avant Garde members
 - Reactivated/increased foundation support: LCAC, Topeka Community Foundation, Evergy, United Way, DCCF's Giving for Good
- Who we served in 2022:
 - 96 unique participants
 - Demographics breakdown
- How we served our youth:
 - \$117,459 in youth wages & stipends paid (\$20k increase over 2021)
 - 116 work opportunities
 - 75 youth received compensation
 - 269 hours 1:1 social work contacts (461 contacts)
 - 83 hours 1:1 employment services contacts (191 contacts)
- Public Art
 - Bert Nash mural "Coalescence of Hope"
 - 19 benches
 - "Van Go Greatest Hits" adornment show
 - Commissioned projects: Wonderfair "Catio" and Turkey Trot medals
- Alumni reflections

Approval of the Minutes

Ellen Chindamo moved to approve and Michel Loomis seconded the motion to approve the Dec 2022 minutes. All approved.

Board Notebook Review

Everyone should have a packet of updates for their board notebooks. There's a password and link to the online board notebook, where board members can find each meeting's board packet. Updated documents include:

- Updated summary of 3 programs
- Updated history/timeline of Van Go
- Staff photo directory
- Board photo directory
- Board agreement for 2023. We want 100% financial participation from the board. We don't care about the amount, but we need to be able to tell funders that 100% of our board has made a financial contribution to Van Go. Please fill them out and sign and return to Van Go by February 17. This should be an unrestricted gift (not a ticket purchase, art purchase, etc.)
- Updated board insurance

- 2023 budget
- Graph of income sources
- Strategic planning summary
- Recent articles about Van Go from the LJ World and Lawrence Times
- Board engagement calendar

Van Go 'Financials 101'

Chris Kohart presented about Van Go's financials. *(Note: this presentation can always be viewed in the online Board Notebook under "Board Resources", entitled "Finances 101 Presentation".)* A History and Trend analysis shows Van Go's growth of revenue. There are 4 different areas of revenue—Development, Government, and Self-Generated, along with "Other to be found". Development has become more and more important over time. Government funding has decreased a lot over time. As we project into the next few years there are funds "to be found" that we'll have to work to fill the gap.

Our self-generated income has stayed fairly stagnant. Government funding has dropped seriously. When one funding source dips, another has to take its place. Our expenses from the beginning have been, for the majority, payroll. Any drop in staffing is a reduction in services which isn't what we want to accomplish.

Our Major Assets:

Checking Account at Central National Bank. (As of 12/31/22, \$295,329)

Money Market & CD at CNB (\$125,440)

Beneficial Interest held at DCCF (The Endowed Fund, the Reserve Fund, and Lynne's Legacy) (as of 9/30/22, \$778,936)

Operating Funds held at DCCF (The annual unrestricted "contribution" from the beneficial interest held at DCCF, that can be moved into Checking as needed.) (As of 9/30/22, \$237,174)

LeCompte funds held at DCCF (As of 9/30/22, \$438,776)

We also just recently started moving toward a "sweep account" at Central National so we can earn 4% on it.

Important revenue sources:

WIOA (30% of annual revenue. Covers 41% of program staff salaries, 42% of JAMS wages and 99% of Arts Train wages.)

Corporations & Foundations (15% of our revenue.) Covers gaps for youth wages, Go Healthy, & art supplies.

Individual Contributions (20% of annual revenue)

Annual Events aka Dinner on the Curve (14% of annual revenue)

Important expenses:

Staff Salaries & Expenses 54%

Kids wages & benefits 14%

Contracted employees 7%

Art supplies 5%

What to keep an eye on each month:

Operational cash balance – checking between \$65k and \$80k; Days cash on hand no lower than 30

Liabilities—no long-term liabilities, just payroll/credit cards.

Revenue—maintain progress, although 50% of revenue comes in the last quarter of the year for individual contributions/30% from foundations/corporations

Expenses—maintain reasonable pace.

December Financials

As of the end of December, we have \$450k in cash. We had \$100k profit. Expenses were under by about \$56k. A lot of our surplus was due to not being fully staffed all year. Our current ratio is 34.90 vs 20.78 last year—target is 2. Cash on hand is \$172k, last year was \$99k, target is \$30k. Our cash on hand at the end of the year gets inflated due to the big influx of gifts in the last quarter. Operating income was \$104k vs \$116k last year. We did not include things like ERTC in our operating income.

Our Profit & Loss will look better in 2023 because we'll be comparing apples to apples with the new budget implemented in 2022. We did lose money but it's all the market change on our investments, not really operating income losses.

Justin Cordova moved to approve December financials and Jennifer Carttar seconded. All approved.

Old Business

Eliza drew attention to the 2023 budget in everyone's notebooks. This is the highest approved budget Van Go has ever had. All the numbers in the right column are our stretch goals. We have a lot of work to do. We feel confident but will need help to get there. The "Other to be found" line item is \$76,294. Typically that line is \$25k. This means there's \$76k we need to raise and we're not sure how we're going to get there. It's an all-hands-on-deck moment. A big thing is for the board to be our network. Make introductions, make asks, share income-generating ideas. If you're not comfortable asking for money that's okay—just get Eliza & Kristen to the table!

On Endowment earnings, we have \$50k set as the amount we're comfortable pulling each year.

The meeting broke for dinner.

Keynote & Workshop

Jen welcomed Nancy Jackson from Generous Change. Nancy led the group through a series of activities around brainstorming their connections and how to introduce more people to Van Go and share their passion. They worked on practicing conversations they could have with people to introduce them to Van Go. Board members were challenged to write plans on their Engagement Calendar for how to reach out to their networks and when.

Comments & Announcements

Jen reminded everyone that the next board meeting is Wednesday, March 22 at Van Go. It has been moved to the 4th Wednesday of the month due to spring break. Executive committee meets every 2nd Tuesday of the month at 10:30, and anyone is welcome to attend.

Adjournment

Justin moved to adjourn, and Steve Kelly seconded. The meeting adjourned at 7:01pm.

▪ **Cash**

	\$429,740	Operations (CNB checking, Sweep MM, CD & Paypal)
	\$330	Petty Cash
	\$430,070	Total Cash

▪ **Total Assets \$3,008,752**

▪ **Total Debt \$0**

▪ **Income and Expenses (Operations)**
Accrual Basis, as of 02/28/2023

	Actual YTD	Annual Budget	\$ Over Under (-) Budget
Total Income	\$97,532	\$922,550	-\$825,018
Total Expenses	\$144,794	\$999,690	\$854,896
Net Operating Income	-\$47,262	-\$77,140	\$29,878

▪ **Financial Developments**

- Van Go’s current ratio for 2023 is 23.47. At this time last year Van Go’s current ratio was 19.72. Target current ratio is 2.00.
- Van Go’s number of days of cash on hand for 2023 is 153.04. At this time last year Van Go’s number of days of cash on hand was 129.58. Target number of days of cash on hand is no less than 30 days.
- Net operating income for FY23 (\$47,262) is a (15.26%) change from net operating income for FY22 (\$41,006)

Van Go Inc

Balance Sheet

As of February 28, 2023

	TOTAL	
	AS OF FEB 28, 2023	AS OF FEB 28, 2022 (PY)
ASSETS		
Current Assets		
Bank Accounts		
Central National Bank Checking	9,995.12	300,235.92
Central National Prestige MM	0.00	36,910.51
Central National Sweep MM	293,990.55	
CNB 6 Month CD	125,400.00	
PayPal	354.24	110.44
Petty Cash	329.66	451.48
Total Bank Accounts	\$430,069.57	\$337,708.35
Accounts Receivable		
Accounts Receivable	0.00	0.00
Endowment Pledges Receivable	0.00	11,750.00
Grants Receivable	22,599.56	20,272.25
Merchandise Sales	-550.00	-550.00
Pledges Receivable	75.00	75.00
Total Accounts Receivable	22,124.56	31,547.25
Total Accounts Receivable	\$22,124.56	\$31,547.25
Other Current Assets		
Undeposited Funds	695.54	22,454.73
Total Other Current Assets	\$695.54	\$22,454.73
Total Current Assets	\$452,889.67	\$391,710.33
Fixed Assets		
Building		
Accumulated Depreciation	-773,609.78	-773,609.78
Cost	1,642,865.56	1,642,865.56
Total Building	869,255.78	869,255.78
Equipment/Furnishings		
Accumulated Depreciation	-190,004.91	-190,004.91
Cost	259,774.05	202,376.05
Total Equipment/Furnishings	69,769.14	12,371.14
Land and Land Improvements	45,277.00	45,277.00
Total Fixed Assets	\$984,301.92	\$926,903.92
Other Assets		
Beneficial interest held - DCCF	849,066.28	1,025,184.89
LeCompete Funds held at DCCF	472,485.78	533,932.14
Operating Funds held at DCCF	250,008.25	202,426.92
Total Other Assets	\$1,571,560.31	\$1,761,543.95
TOTAL ASSETS	\$3,008,751.90	\$3,080,158.20

Van Go Inc

Balance Sheet

As of February 28, 2023

	TOTAL	
	AS OF FEB 28, 2023	AS OF FEB 28, 2022 (PY)
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	2,366.97	2,385.86
Total Accounts Payable	\$2,366.97	\$2,385.86
Credit Cards		
Charity Charge	18,920.53	11,929.26
Home Depot	160.81	0.00
Total Credit Cards	\$19,081.34	\$11,929.26
Other Current Liabilities		
*Payroll Liabilities	2,715.40	2,394.93
FICA & Federal Withholding Tax	111.79	95.64
Ks Withholding Tax	2.14	2.14
Retirement Plan Payable	3.16	2,458.41
Total *Payroll Liabilities	2,832.49	4,951.12
Sales Tax Payable	9,067.38	3,907.72
Total Other Current Liabilities	\$11,899.87	\$8,858.84
Total Current Liabilities	\$33,348.18	\$23,173.96
Total Liabilities	\$33,348.18	\$23,173.96
Equity		
Retained Earnings	3,039,612.67	3,100,490.43
Net Income	-64,208.95	-43,506.19
Total Equity	\$2,975,403.72	\$3,056,984.24
TOTAL LIABILITIES AND EQUITY	\$3,008,751.90	\$3,080,158.20

Van Go Inc

Profit and Loss

January - February, 2023

	TOTAL	
	JAN - FEB, 2023	JAN - FEB, 2022 (PY)
Income		
Commissioned Sales		
Benchmark	206.00	206.00
Total Commissioned Sales	206.00	206.00
Contributions Income	34,251.38	36,908.45
Corporate Sponsors	5,000.00	
Foundations	10,000.00	
Total Contributions Income	49,251.38	36,908.45
Gallery Sales	710.50	1,004.50
Grants		
Douglas County		10,000.00
Heartland Works (WIA)	46,427.58	37,763.93
Total Grants	46,427.58	47,763.93
Interest Income	936.77	4.38
Total Income	\$97,532.23	\$85,887.26
GROSS PROFIT	\$97,532.23	\$85,887.26
Expenses		
Development		
Contracted Employees		
Grant Writer	4,743.82	4,621.68
Total Contracted Employees	4,743.82	4,621.68
Donation Processing Fees	496.58	426.68
Dues, Licenses and Subscriptions	866.07	895.87
Food and Beverage		
Development	294.49	
Total Food and Beverage	294.49	
Fringe Benefits		
FICA Expenses	354.44	336.00
Retirement Plan Expense	199.62	134.07
Total Fringe Benefits	554.06	470.07
Payroll Expenses		
Salary	4,633.00	4,392.04
Total Payroll Expenses	4,633.00	4,392.04
Postage and Delivery	85.30	166.09
Professional Fees		
Events	200.00	
Photography	90.00	
Total Professional Fees	290.00	

Van Go Inc

Profit and Loss

January - February, 2023

	TOTAL	
	JAN - FEB, 2023	JAN - FEB, 2022 (PY)
Supplies/Equipment		
Agency Development	10.99	300.00
Total Supplies/Equipment	10.99	300.00
Supplies/Equipment - Product		
Merchandise	460.61	-264.16
Total Supplies/Equipment - Product	460.61	-264.16
Travel & Training		
Staff Development	269.00	
Total Travel & Training	269.00	
Total Development	12,703.92	11,008.27
Program Services		
Advertising and Marketing	320.00	
Awards/Gifts		20.00
Contracted Employees		
Contract Teaching Artists	903.00	390.00
Total Contracted Employees	903.00	390.00
Dues, Licenses and Subscriptions	579.90	488.96
Food and Beverage		
Program Based Events	19.00	300.00
Snacks	244.25	717.38
Total Food and Beverage	263.25	1,017.38
Fringe Benefits		
FICA Expenses	4,338.32	3,584.86
Health/Dental Insurance	3,217.60	3,915.00
Retirement Plan Expense	1,757.22	504.55
SUTA Expenses	34.20	22.62
Total Fringe Benefits	9,347.34	8,027.03
Insurance		
Automobile	1,216.10	738.86
Total Insurance	1,216.10	738.86
Participant Assistance	635.00	13.00
Futures Fund	0.00	90.00
Total Participant Assistance	635.00	103.00
Payroll Expenses		
Arts Train Wages	12,623.01	9,499.27
Jams Wages	4,426.95	2,350.00
Salary	39,614.99	37,416.56
Total Payroll Expenses	56,664.95	49,265.83

Van Go Inc

Profit and Loss

January - February, 2023

	TOTAL	
	JAN - FEB, 2023	JAN - FEB, 2022 (PY)
Professional Fees		0.00
Payroll	1,407.98	584.39
Total Professional Fees	1,407.98	584.39
Repairs and Maintenance		
Vehicle	458.37	270.40
Total Repairs and Maintenance	458.37	270.40
Supplies/Equipment		
Program Supplies	847.59	292.91
Total Supplies/Equipment	847.59	292.91
Supplies/Equipment - Product		
Art	11,717.43	8,743.11
Woodshop	114.73	3,048.99
Total Supplies/Equipment - Product	11,832.16	11,792.10
Travel & Training		
Staff Development		141.12
Travel	3.50	53.14
Total Travel & Training	3.50	194.26
Total Program Services	84,479.14	73,185.12
Supporting Services		
Bank Service Fees (CNB/Insurance)	49.77	218.18
Contracted Employees		
Accountant	4,590.00	4,500.00
Total Contracted Employees	4,590.00	4,500.00
Dues, Licenses and Subscriptions	131.47	191.13
Equipment Purchases	17.99	
Equipment Rental	247.85	300.80
Food and Beverage		
Board of Directors	267.49	45.51
Staff	453.25	673.11
Total Food and Beverage	720.74	718.62
Fringe Benefits		
FICA Expenses	1,546.78	1,720.02
Health/Dental Insurance	2,541.02	2,302.82
Retirement Plan Expense	906.55	349.35
SUTA Expenses	128.75	124.92
Total Fringe Benefits	5,123.10	4,497.11

Van Go Inc

Profit and Loss

January - February, 2023

	TOTAL	
	JAN - FEB, 2023	JAN - FEB, 2022 (PY)
Insurance		
Building	3,961.16	1,130.50
Liability	1,149.38	539.95
Workers Compensation	-45.00	
Total Insurance	5,065.54	1,670.45
Payroll Expenses		
Salary	24,043.22	22,483.89
Total Payroll Expenses	24,043.22	22,483.89
Postage and Delivery	128.45	
Printing and Reproduction		703.66
Professional Fees		
Cleaning	672.00	1,008.00
Payroll	1,017.62	1,414.73
Total Professional Fees	1,689.62	2,422.73
Repairs and Maintenance		
Building	390.32	
Total Repairs and Maintenance	390.32	
Supplies/Equipment		
Building	280.26	127.15
Office	455.13	1,237.69
Total Supplies/Equipment	735.39	1,364.84
Travel & Training		
Travel	32.25	
Total Travel & Training	32.25	
Utilities		
Gas and Electric	3,331.38	1,849.97
Internet Access	150.78	150.39
Security system		248.24
Telephone	872.36	1,216.88
Water/Trash	290.66	163.17
Total Utilities	4,645.18	3,628.65
Total Supporting Services	47,610.89	42,700.06
Total Expenses	\$144,793.95	\$126,893.45
NET OPERATING INCOME	\$ -47,261.72	\$ -41,006.19

Van Go Inc

Profit and Loss

January - February, 2023

	TOTAL	
	JAN - FEB, 2023	JAN - FEB, 2022 (PY)
Other Expenses		
Non-Recurring Expenses	16,947.23	2,500.00
Total Other Expenses	\$16,947.23	\$2,500.00
NET OTHER INCOME	\$ -16,947.23	\$ -2,500.00
NET INCOME	\$ -64,208.95	\$ -43,506.19

Van Go Inc

Budget vs. Actuals: FY_2023 - FY23 P&L

January - February, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Building Event Revenue		2,500.00	-2,500.00	
Commissioned Sales		12,000.00	-12,000.00	
Benchmark	206.00	30,000.00	-29,794.00	0.69 %
Total Commissioned Sales	206.00	42,000.00	-41,794.00	0.49 %
Contributions Income	34,251.38	150,000.00	-115,748.62	22.83 %
Corporate Sponsors	5,000.00		5,000.00	
Foundations	10,000.00	150,000.00	-140,000.00	6.67 %
Douglas Co Comm Foundation		3,000.00	-3,000.00	
Total Foundations	10,000.00	153,000.00	-143,000.00	6.54 %
Total Contributions Income	49,251.38	303,000.00	-253,748.62	16.25 %
Endowment Earnings		50,000.00	-50,000.00	
Fundraiser				
Annual Event		145,000.00	-145,000.00	
Spring Event		25,000.00	-25,000.00	
Total Fundraiser		170,000.00	-170,000.00	
Gallery Sales	710.50	8,000.00	-7,289.50	8.88 %
Adornment		30,000.00	-30,000.00	
Total Gallery Sales	710.50	38,000.00	-37,289.50	1.87 %
Grants				
Douglas County		20,000.00	-20,000.00	
Heartland Works (WIA)	46,427.58	275,000.00	-228,572.42	16.88 %
KS Arts Commission OS		19,650.00	-19,650.00	
Total Grants	46,427.58	314,650.00	-268,222.42	14.76 %
Interest Income	936.77	2,400.00	-1,463.23	39.03 %
Total Income	\$97,532.23	\$922,550.00	\$ -825,017.77	10.57 %
GROSS PROFIT	\$97,532.23	\$922,550.00	\$ -825,017.77	10.57 %
Expenses				
Development				
Advertising and Marketing		2,000.00	-2,000.00	
Contracted Employees				
Grant Writer	4,743.82	28,462.92	-23,719.10	16.67 %
Marketing and Events		6,000.00	-6,000.00	
Total Contracted Employees	4,743.82	34,462.92	-29,719.10	13.77 %
Donation Processing Fees	496.58	4,750.00	-4,253.42	10.45 %
Dues, Licenses and Subscriptions	866.07	5,620.00	-4,753.93	15.41 %
Equipment Rental		15,000.00	-15,000.00	
Food and Beverage				
Development	294.49	1,500.00	-1,205.51	19.63 %
Events		15,000.00	-15,000.00	
Total Food and Beverage	294.49	16,500.00	-16,205.51	1.78 %

Van Go Inc

Budget vs. Actuals: FY_2023 - FY23 P&L

January - February, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Fringe Benefits				
FICA Expenses	354.44	4,084.14	-3,729.70	8.68 %
Retirement Plan Expense	199.62	1,601.62	-1,402.00	12.46 %
SUTA Expenses		38.53	-38.53	
Total Fringe Benefits	554.06	5,724.29	-5,170.23	9.68 %
Payroll Expenses				
Salary	4,633.00	53,387.41	-48,754.41	8.68 %
Total Payroll Expenses	4,633.00	53,387.41	-48,754.41	8.68 %
Postage and Delivery	85.30	2,000.00	-1,914.70	4.27 %
Printing and Reproduction		3,316.46	-3,316.46	
Professional Fees				
Events	200.00	3,869.69	-3,669.69	5.17 %
Photography	90.00	1,500.00	-1,410.00	6.00 %
Total Professional Fees	290.00	5,369.69	-5,079.69	5.40 %
Supplies/Equipment				
Agency Development	10.99	3,500.00	-3,489.01	0.31 %
Total Supplies/Equipment	10.99	3,500.00	-3,489.01	0.31 %
Supplies/Equipment - Product				
Merchandise	460.61	3,730.67	-3,270.06	12.35 %
Total Supplies/Equipment - Product	460.61	3,730.67	-3,270.06	12.35 %
Travel & Training				
Staff Development	269.00	350.00	-81.00	76.86 %
Travel		250.00	-250.00	
Total Travel & Training	269.00	600.00	-331.00	44.83 %
Total Development	12,703.92	155,961.44	-143,257.52	8.15 %
Program Services				
Advertising and Marketing	320.00	400.00	-80.00	80.00 %
Awards/Gifts		2,028.89	-2,028.89	
Contracted Employees				
Contract Artists/JAMS	0.00	9,260.00	-9,260.00	0.00 %
Contract Teaching Artists	903.00	5,600.00	-4,697.00	16.13 %
Total Contracted Employees	903.00	14,860.00	-13,957.00	6.08 %
Dues, Licenses and Subscriptions	579.90	3,664.56	-3,084.66	15.82 %
Equipment Purchases	0.00	1,500.00	-1,500.00	0.00 %
Equipment Rental		1,000.00	-1,000.00	
Food and Beverage				
Program Based Events	19.00	1,200.00	-1,181.00	1.58 %
Snacks	244.25	4,548.00	-4,303.75	5.37 %
Summer Lunch		3,500.00	-3,500.00	
Total Food and Beverage	263.25	9,248.00	-8,984.75	2.85 %
Fringe Benefits				

Van Go Inc

Budget vs. Actuals: FY_2023 - FY23 P&L

January - February, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
FICA Expenses	4,338.32	31,897.30	-27,558.98	13.60 %
Health/Dental Insurance	3,217.60	20,152.54	-16,934.94	15.97 %
Retirement Plan Expense	1,757.22	7,862.42	-6,105.20	22.35 %
SUTA Expenses	34.20	488.90	-454.70	7.00 %
Total Fringe Benefits	9,347.34	60,401.16	-51,053.82	15.48 %
Insurance				
Automobile	1,216.10	5,000.00	-3,783.90	24.32 %
Total Insurance	1,216.10	5,000.00	-3,783.90	24.32 %
Miscellaneous				
Background checks		150.00	-150.00	
Total Miscellaneous		150.00	-150.00	
Participant Assistance	635.00	6,000.00	-5,365.00	10.58 %
Payroll Expenses				
Arts Train Wages	12,623.01	90,067.50	-77,444.49	14.02 %
Jams Wages	4,426.95	64,810.00	-60,383.05	6.83 %
Salary	39,614.99	262,080.62	-222,465.63	15.12 %
Total Payroll Expenses	56,664.95	416,958.12	-360,293.17	13.59 %
Professional Fees				
Payroll	1,407.98	6,476.80	-5,068.82	21.74 %
Total Professional Fees	1,407.98	6,476.80	-5,068.82	21.74 %
Repairs and Maintenance				
Vehicle	458.37	1,235.32	-776.95	37.11 %
Total Repairs and Maintenance	458.37	1,235.32	-776.95	37.11 %
Supplies/Equipment				
Program Supplies	847.59	3,500.00	-2,652.41	24.22 %
Total Supplies/Equipment	847.59	3,500.00	-2,652.41	24.22 %
Supplies/Equipment - Product				
Art	11,717.43	34,000.00	-22,282.57	34.46 %
Woodshop	114.73	6,000.00	-5,885.27	1.91 %
Total Supplies/Equipment - Product	11,832.16	40,000.00	-28,167.84	29.58 %
Travel & Training				
Staff Development		1,400.00	-1,400.00	
Travel	3.50	1,500.00	-1,496.50	0.23 %
Total Travel & Training	3.50	2,900.00	-2,896.50	0.12 %
Total Program Services	84,479.14	575,322.85	-490,843.71	14.68 %
Supporting Services				
Bank Service Fees (CNB/Insurance)	49.77	373.68	-323.91	13.32 %
Contracted Employees				
Accountant	4,590.00	27,540.00	-22,950.00	16.67 %
Total Contracted Employees	4,590.00	27,540.00	-22,950.00	16.67 %
Dues, Licenses and Subscriptions	131.47	2,401.50	-2,270.03	5.47 %

Van Go Inc

Budget vs. Actuals: FY_2023 - FY23 P&L

January - February, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Equipment Purchases	17.99	1,500.00	-1,482.01	1.20 %
Equipment Rental	247.85	2,876.67	-2,628.82	8.62 %
Food and Beverage				
Board of Directors	267.49	500.00	-232.51	53.50 %
Staff	453.25	2,000.00	-1,546.75	22.66 %
Total Food and Beverage	720.74	2,500.00	-1,779.26	28.83 %
Fringe Benefits				
FICA Expenses	1,546.78	10,539.54	-8,992.76	14.68 %
Health/Dental Insurance	2,541.02	16,448.36	-13,907.34	15.45 %
Retirement Plan Expense	906.55	4,133.15	-3,226.60	21.93 %
SUTA Expenses	128.75	62.32	66.43	206.59 %
Total Fringe Benefits	5,123.10	31,183.37	-26,060.27	16.43 %
Insurance				
Building	3,961.16	7,500.00	-3,538.84	52.82 %
D & O		1,859.55	-1,859.55	
Liability	1,149.38	6,311.35	-5,161.97	18.21 %
Workers Compensation	-45.00	2,721.35	-2,766.35	-1.65 %
Total Insurance	5,065.54	18,392.25	-13,326.71	27.54 %
Payroll Expenses				
Salary	24,043.22	137,771.80	-113,728.58	17.45 %
Total Payroll Expenses	24,043.22	137,771.80	-113,728.58	17.45 %
Postage and Delivery	128.45	716.75	-588.30	17.92 %
Printing and Reproduction		1,436.88	-1,436.88	
Professional Fees				
Cleaning	672.00	4,200.00	-3,528.00	16.00 %
Consulting		2,400.00	-2,400.00	
Payroll	1,017.62	2,463.60	-1,445.98	41.31 %
Total Professional Fees	1,689.62	9,063.60	-7,373.98	18.64 %
Repairs and Maintenance				
Building	390.32	2,000.00	-1,609.68	19.52 %
Equipment		500.00	-500.00	
Total Repairs and Maintenance	390.32	2,500.00	-2,109.68	15.61 %
Supplies/Equipment				
Building	280.26	2,250.00	-1,969.74	12.46 %
Office	455.13	4,200.00	-3,744.87	10.84 %
Total Supplies/Equipment	735.39	6,450.00	-5,714.61	11.40 %
Travel & Training				
Staff Development		1,050.00	-1,050.00	
Travel	32.25	250.00	-217.75	12.90 %
Total Travel & Training	32.25	1,300.00	-1,267.75	2.48 %
Utilities				

Van Go Inc

Budget vs. Actuals: FY_2023 - FY23 P&L

January - February, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Gas and Electric	3,331.38	11,001.65	-7,670.27	30.28 %
Internet Access	150.78	949.42	-798.64	15.88 %
Security system		1,180.92	-1,180.92	
Telephone	872.36	7,690.99	-6,818.63	11.34 %
Water/Trash	290.66	1,576.40	-1,285.74	18.44 %
Total Utilities	4,645.18	22,399.38	-17,754.20	20.74 %
Total Supporting Services	47,610.89	268,405.88	-220,794.99	17.74 %
Total Expenses	\$144,793.95	\$999,690.17	\$ -854,896.22	14.48 %
NET OPERATING INCOME	\$ -47,261.72	\$ -77,140.17	\$29,878.45	61.27 %
Other Expenses				
Non-Recurring Expenses	16,947.23		16,947.23	
Total Other Expenses	\$16,947.23	\$0.00	\$16,947.23	0.00%
NET OTHER INCOME	\$ -16,947.23	\$0.00	\$ -16,947.23	0.00%
NET INCOME	\$ -64,208.95	\$ -77,140.17	\$12,931.22	83.24 %

Priority Level/ Timeframe	Goal Area	Strategy	
2022 Priority	Strengthen Stability	Document and maintain organizational policies and procedures (including documentation of Van Go model; updating personnel policies; onboarding and offboarding procedures for staff positions; hiring process; financial policies and practices; and pandemic guidelines)	
2022 Priority	Strengthen Stability	Develop and retain staff; support investment in staff well-being; ensure regular staff reviews	
2022 Priority	Strengthen Stability	Define roles and responsibilities among staff	
2022 Priority	Strengthen Stability	Grow staff and board relations	
2022 Priority	Strengthen Stability	Board education and development	
2022 Priority	Program Evaluation	Seek technical assistance to develop an evaluation plan	
	Program Evaluation	Use evaluation data to understand and refine efforts	
	Program Evaluation	Build in staff time to support evaluation and reporting	
	Program Evaluation	Track alumni successes	
2022 Priority	Expand DEIA	Revise communications to use more strengths-based language related to youth served	
2022 Priority	Expand DEIA	Increase representation. Diversify board, staff, donors, and artwork.	
2022 Priority	Expand DEIA	Provide DEIA trainings to staff and board	
2022 Priority	Expand DEIA	Ensure programming is culturally relevant; Provide opportunities for cultural storytelling within programming	
2022 Priority	Expand DEIA	Ensure youth voice and leadership (and ensure ongoing/ regular feedback and engagement)	
2022 Priority	Enhance Communications	Improve communications around youth hiring (e.g., website, communication to youth about application status)	
2022 Priority	Enhance Communications	Revise website to be more usable by youth	
2022 Priority	Enhance Communications	Grow avenues of outreach and recruitment strategies (e.g., lunch and learns or patio parties; open house for community and business partners; presence in Final Fridays and local art markets)	
2022 Priority	Enhance Communications	Assess current marketing materials; further develop and refine branding and messaging	
2022 Priority	Enhance Communications	Refine internal communication structures	

	Enhance Communications	Empower and train more people to conduct outreach on Van Go's behalf(eg youth, add'l staff, board members, volunteers)	
	Enhance Communications	Engage KU and Haskell students in applied service learning experiences (eg design/marketing/communications/business)	
	Plan for Sustainability	Develop long-term funding strategy	
2022 Priority	Plan for Sustainability	Evaluate funding streams to project sustainability	
	Plan for Sustainability	Implement a cost-benefit analysis of income sources (also consider community engagement)	
	Plan for Sustainability	Explore preservation of past artistic achievements and possible revenue generation	
2022 Priority	Plan for Sustainability	Develop new communities that support Van Go, including more diverse age and income levels	
2022 Priority	Plan for Sustainability	Diversify fundraising efforts to make them more accessible	
2022 Priority	Plan for Sustainability	Assess benefit of pop-up classes for the public for educational and revenue generating purposes	
2022 Priority	Plan for Sustainability	Maintain a culture that embraces adaptability, self reflection, and change	
2022 Priority	Grow Collaborations	Build relationships and collaborations with existing and potential community partners, including other social service organizations, mental health providers, including Bert Nash referral sources, USD 497, City of Lawrence, and disability organizations	
	Grow Collaborations	Maintain and grow business and internship partnerships and targeted outreach	
	Grow Collaborations	Strengthen relationships with partners in Baldwin City and Eudora	
2022 Priority	Grow Collaborations	Collaborate with youth more deeply, including seeking feedback and regular engagement	
	Grow Collaborations	Utilize Alumni as a resource	
	Extend Reach	Add structure to alumni support services	
	Extend Reach	Build robust and connected alumni network	
	Extend Reach	Engage youth to inform future growth opportunities	
	Extend Reach	Explore growing Van Go to serve more youth	
2022 Priority	Extend Reach	Continue to assess community needs Van Go can fill, avoiding duplication and ensuring mission fit	

	Extend Reach	Assess possibilities for better reaching Douglas County communities, such as through “traveling van”; Explore local satellite locations (e.g., USD 497)	
2022 Priority	Extend Reach	Utilize existing infrastructure and analyze use of space and resources; consider how this could impact revenue and numbers served	
	Extend Reach	Explore franchise opportunities (supporting spread of Van Go model to other communities)	
	Extend Reach	Grow resources to support expansion	