

Bloomington Urban Enterprise Association Board Meeting

July 12,2023

12:00 p.m.

In-Person CityHall-1-McCloskey Conference Room

Join Zoom Meeting

<https://bloomington.zoom.us/j/89686989011?pwd=ZmNBWW8vYWRkbTFOZkJMelg2YVIEUT09>

[MeetingID:89686989011 Passcode:755445](#)

- **Roll Call**
 - Approval of Minutes (May 2023)

- **Reports from Officers and Committees**
 - Director's Report
 - RRF-My Sports Locker Update
 - Grants & Scholarships Update

 - FinancialReports
 - April 2023
 - May 2023

- **New Business**
 - Vote confirming Chris Cockerham as BUEA's CFB member
 - Vote to confirm August meeting cancelation
 - Arts Grants
 - WonderLab

- **Unfinished Business**

- **General Discussion**

- **Adjournment**

The next BUEA Meeting to be determined.

Auxiliary aids for people with disabilities are available upon request with adequate notice.

Please call 812-349-3429 or e-mail human.rights@bloomington.in.gov.

Bloomington Urban Enterprise Association Board Meeting Minutes

May 10, 2022

Noon.

In-Person

City Hall-1-City Hall McCloskey Conference Room

The meeting was called to order at 12:00 PM

Roll Call - De de la Rosa

- De de la Rosa (Executive Director)
- Julie Donham
- Mary Morgan
- Cheryl Gilliland (Director of Auditing and Financial Systems, Controllers Office)(Absent)
- Kate Rosenberger (Virtual)
- Felisa Spinelli
- Paul Ash
- Alex Crowley
- Heather Robinson (Virtual)
- Chris Cockerham (Absent)
- Jane Kupersmith (CDFI Friendly)
- Will Claytor(Small and Mighty)
- Stacy Bridavsky (Small and Mighty)
- Mike Bridavsky (Small and Mighty)
- Larry Allen (Legal)
- Colleen (Legal)

I. Approval of Minutes (April 2023)

*Motion to approve April 2023 minutes by Mary Morgan. Motion seconded by Paul Ash. The board unanimously approved the May 2023 minutes.

II. Reports from Officers and Committees

- Director's Report
 - BUEA Grants and Scholarships
 - Applications have closed, and ESD is currently sending out contracts to awardees. Payments will happen next month. The next cycle for the DEI scholarship opens next week.
 - RFF loans
 - De will meet with the Controller's Office because some borrowers have requested extensions and some exceptions. All borrowers intend to repay their loans- some just need some assistance. De is in the process of putting together a proposal for these businesses. Once the City solidifies what they want to do with the food and beverage

tax loans, BUEA should mirror those practices. The board discussed possible legal action against businesses that have yet to make any payments towards their loans and have been able to make little to no contact with the BUEA. If they are not able to get in touch with these businesses this month, these businesses will receive a demand letter.

- Labor Representative
 - The Board is still searching for a BUEA Labor Representative. Kaisa Goodman is contacting a contact to help De with the search. Kate Rosenberger will also reach out to people interested in taking the position.
- Financials
 - There was an issue getting the financials corrected, and needing more time to get the correction done through the controller's office. April and May's Financial reports are delayed until June.

III. New Business

- CDFI Friendly
 - CDFI Friendly presented their work in Bloomington and surrounding areas. Jane answered questions about the possibility of reaching CDFI status, which would attract more capital to be deployed in the region and give them more flexibility in how they continue to do their work.
- Small and Mighty Concert Series
 - Small and Mighty Concert Series presented their proposal to the BUEA for an annual sponsorship of \$100,000.00. The BUEA's support of \$100,000 will cover approximately 65% of the yearly hard costs of the Small & Mighty concert series, including three in-studio concerts and one outdoor block-party show each year. This funding will allow them to expand their educational programming and outreach through the funds this series raises yearly. Due to limited time, the Board requested more time to decide. The Board will submit questions to De for Small and Mighty to answer over the next couple of days. The Board requested an impact statement for the BUEZ and community impact.

I V. Unfinished Business

- No Unfinished Business

V. General Discussion

- No General Discussion

VI. Adjournment

*Motion to adjourn the meeting at 1:12 pm by Paul Ash. Motion seconded by Mary Morgan.

The next BUEA Meeting will be on Wednesday, June 14, 2023.

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call 812-349-3429 or e-mail human.rights@bloomington.in.gov.

Bloomington Urban Enterprise Association

06/12/23

Balance Sheet

Accrual Basis

As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Cash & Cash Equivalents	
First Financial Bank	
FFB - Checking	-5,178.84
FFB - Money Market	2,175,236.16
Total First Financial Bank	2,170,057.32
German American Bank	216,170.42
IU Credit Union	203,814.29
Peoples State Bank	104,292.80
Total Cash & Cash Equivalents	2,694,334.83
Total Checking/Savings	2,694,334.83
Total Current Assets	2,694,334.83
Other Assets	
Notes Receivable - Long Term	
Big Brothers Big Sisters	18,936.00
Big Time Trading	19,473.13
Blooming Pets Alive	7,843.97
BTown Beauty Supply	12,261.77
Gaian Hands	5,594.91
KC Designs	15,149.58
Lash Envy	4,016.09
Michael's Uptown Cafe	6,249.85
My Fin, The Tap	8,251.89
My Sport's Locker	50,000.00
PALS	18,925.04
Red Tire Cab	11,518.92
Sew Secret	3,888.99
Spiral Bodies	14,024.59
Vanishing Aesthetics	39,055.28
Notes Receivable - Long Term - Other	-228.16
Total Notes Receivable - Long Term	234,961.85
Total Other Assets	234,961.85
TOTAL ASSETS	2,929,296.68
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	1,565,019.23
Unrestricted Net Assets	1,380,448.84
Net Income	-16,171.39
Total Equity	2,929,296.68
TOTAL LIABILITIES & EQUITY	2,929,296.68

Bloomington Urban Enterprise Association Profit & Loss Budget vs. Actual

January through April 2023

	Jan - Apr 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
AIEZ Fees Refunded	0.00	18,500.00	-18,500.00	0.0%
Business Zone Loan Interest	982.52	1,600.00	-617.48	61.4%
EZID Loan Program Interest	0.00	60,000.00	-60,000.00	0.0%
Late Fees - Zone Loans	255.98	0.00	255.98	100.0%
RDC Participation Fee	0.00			
RRF Loan Interest	269.68	3,904.00	-3,634.32	6.9%
Uncategorized Income	23.52			
Zone Membership Fees	11,090.09	500,000.00	-488,909.91	2.2%
Total Income	12,621.79	584,004.00	-571,382.21	2.2%
Expense				
Accounting & Tax Services	0.00	2,500.00	-2,500.00	0.0%
Advertising and Promotion	0.00	1,500.00	-1,500.00	0.0%
Bank Service Charges	-24,040.41	80.00	-24,120.41	-30,050.5%
Grants				
City Art Program	0.00	20,000.00	-20,000.00	0.0%
Dimension Mill Zone Day Passes	0.00	1,000.00	-1,000.00	0.0%
Emergency Arts Grants	0.00	20,000.00	-20,000.00	0.0%
Facade Grants	0.00	50,000.00	-50,000.00	0.0%
Grants-Miscellaneous SBDC	45,000.00	45,000.00	0.00	100.0%
Total Grants-Miscellaneous	45,000.00	45,000.00	0.00	100.0%
Lemonade Day	0.00	2,500.00	-2,500.00	0.0%
Recover Forward Grants	0.00	0.00	0.00	0.0%
School Grants	0.00	50,000.00	-50,000.00	0.0%
Unbudgeted Grants	0.00	20,000.00	-20,000.00	0.0%
Zone Arts Grants				
Artisan Alley	0.00	0.00	0.00	0.0%
Lotus Education & Arts	0.00	0.00	0.00	0.0%
Stages Bloomington Company	0.00	0.00	0.00	0.0%
The Overlook Community Center	2,000.00			
Visit Bloomington	0.00	0.00	0.00	0.0%
Zone Arts Grants - Other	3,800.00	40,000.00	-36,200.00	9.5%
Total Zone Arts Grants	5,800.00	40,000.00	-34,200.00	14.5%
Zone Improvement Grants				
Business Accessibility	0.00	15,000.00	-15,000.00	0.0%
Business Building Improvement	0.00	20,000.00	-20,000.00	0.0%
Environmental Sustainability	0.00	15,000.00	-15,000.00	0.0%
Home Accessibility Modification	0.00	15,000.00	-15,000.00	0.0%
Home Improvement	0.00	15,000.00	-15,000.00	0.0%
Resident Child Care Grant	0.00	30,000.00	-30,000.00	0.0%
Small Business Safety/Security	0.00	20,000.00	-20,000.00	0.0%
Tech Modernization & Software	0.00	20,000.00	-20,000.00	0.0%
Total Zone Improvement Grants	0.00	150,000.00	-150,000.00	0.0%
Grants - Other	0.00	0.00	0.00	0.0%
Total Grants	50,800.00	398,500.00	-347,700.00	12.7%
Insurance Expense	3,033.00	3,500.00	-467.00	86.7%
Marketing Consultant	0.00	10,000.00	-10,000.00	0.0%
Miscellaneous Expense	0.00	2,500.00	-2,500.00	0.0%
Professional Bonds	0.00	3,500.00	-3,500.00	0.0%
Professional Fees				
Management	0.00	45,000.00	-45,000.00	0.0%
Project Administration	0.00	12,210.00	-12,210.00	0.0%
Total Professional Fees	0.00	57,210.00	-57,210.00	0.0%
Scholarships				
Business Scholarships	0.00	10,000.00	-10,000.00	0.0%
DEI Training Scholarships	0.00	15,000.00	-15,000.00	0.0%
Resident Scholarships	0.00	15,000.00	-15,000.00	0.0%
Total Scholarships	0.00	40,000.00	-40,000.00	0.0%
Total Expense	29,792.59	519,290.00	-489,497.41	5.7%
Net Ordinary Income	-17,170.80	64,714.00	-81,884.80	-26.5%
Other Income/Expense				
Other Income				
Interest Income	999.41	1,240.00	-240.59	80.6%
Total Other Income	999.41	1,240.00	-240.59	80.6%
Net Other Income	999.41	1,240.00	-240.59	80.6%
Net Income	-16,171.39	65,954.00	-82,125.39	-24.5%

Bloomington Urban Enterprise Association

Profit & Loss

April 2023

	<u>Apr 23</u>
Ordinary Income/Expense	
Income	
Business Zone Loan Interest	68.48
RDC Participation Fee	0.00
RRF Loan Interest	269.68
Uncategorized Income	23.52
Zone Membership Fees	11,090.09
	<hr/>
Total Income	11,451.77
Expense	
Bank Service Charges	-6,181.72
	<hr/>
Total Expense	-6,181.72
Net Ordinary Income	17,633.49
Other Income/Expense	
Other Income	
Interest Income	201.77
	<hr/>
Total Other Income	201.77
Net Other Income	201.77
Net Income	<hr/> <hr/> 17,835.26

Bloomington Urban Enterprise Association

07/10/23

Balance Sheet

Accrual Basis

As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	
Checking/Savings	
Cash & Cash Equivalents	
First Financial Bank	
FFB - Checking	-5,178.84
FFB - Money Market	2,293,762.18
Total First Financial Bank	2,288,583.34
German American Bank	216,365.86
IU Credit Union	203,814.29
Peoples State Bank	104,292.80
Total Cash & Cash Equivalents	2,813,056.29
Total Checking/Savings	2,813,056.29
Total Current Assets	2,813,056.29
Other Assets	
Notes Receivable - Long Term	
Big Brothers Big Sisters	17,914.24
Big Time Trading	18,930.75
Blooming Pets Alive	7,640.11
BTown Beauty Supply	12,261.77
Gaian Hands	5,594.91
KC Designs	15,149.58
Lash Envy	3,909.78
Michael's Uptown Cafe	5,972.07
My Fin, The Tap	8,251.89
My Sport's Locker	50,000.00
PALS	18,415.21
Red Tire Cab	11,518.92
Sew Secret	3,781.47
Spiral Bodies	14,024.59
Vanishing Aesthetics	37,013.70
Notes Receivable - Long Term - Other	-228.16
Total Notes Receivable - Long Term	230,150.83
Total Other Assets	230,150.83
TOTAL ASSETS	3,043,207.12
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	1,565,019.23
Unrestricted Net Assets	1,380,448.84
Net Income	97,739.05
Total Equity	3,043,207.12
TOTAL LIABILITIES & EQUITY	3,043,207.12

Bloomington Urban Enterprise Association Profit & Loss Budget vs. Actual

Accrual Basis

January through May 2023

	Jan - May 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
AIEZ Fees Refunded	0.00	18,500.00	-18,500.00	0.0%
Banking Interest	6,888.24			
Business Zone Loan Interest	982.52	1,600.00	-617.48	61.4%
EZID Loan Program Interest	0.00	60,000.00	-60,000.00	0.0%
Late Fees - Zone Loans	255.98	0.00	255.98	100.0%
RDC Participation Fee	7,617.35			
RRF Loan Interest	519.43	3,904.00	-3,384.57	13.3%
Uncategorized Income	23.52			
Zone Membership Fees	109,308.72	500,000.00	-390,691.28	21.9%
Total Income	125,595.76	584,004.00	-458,408.24	21.5%
Expense				
Accounting & Tax Services	-781.02	2,500.00	-3,281.02	-31.2%
Advertising and Promotion	0.00	1,500.00	-1,500.00	0.0%
Bank Service Charges	-24,040.41	80.00	-24,120.41	-30,050.5%
Grants				
City Art Program	0.00	20,000.00	-20,000.00	0.0%
Dimension Mill Zone Day Passes	0.00	1,000.00	-1,000.00	0.0%
Emergency Arts Grants	0.00	20,000.00	-20,000.00	0.0%
Facade Grants	0.00	50,000.00	-50,000.00	0.0%
Grants-Miscellaneous				
SBDC	45,000.00	45,000.00	0.00	100.0%
Total Grants-Miscellaneous	45,000.00	45,000.00	0.00	100.0%
Lemonade Day	0.00	2,500.00	-2,500.00	0.0%
Recover Forward Grants	0.00	0.00	0.00	0.0%
School Grants	0.00	50,000.00	-50,000.00	0.0%
Unbudgeted Grants	0.00	20,000.00	-20,000.00	0.0%
Zone Arts Grants				
Artisan Alley	0.00	0.00	0.00	0.0%
Lotus Education & Arts	0.00	0.00	0.00	0.0%
Stages Bloomington Company	0.00	0.00	0.00	0.0%
The Overlook Community Center	2,000.00			
Visit Bloomington	0.00	0.00	0.00	0.0%
Zone Arts Grants - Other	3,800.00	40,000.00	-36,200.00	9.5%
Total Zone Arts Grants	5,800.00	40,000.00	-34,200.00	14.5%
Zone Improvement Grants				
Business Accessibility	0.00	15,000.00	-15,000.00	0.0%
Business Building Improvement	0.00	20,000.00	-20,000.00	0.0%
Environmental Sustainability	0.00	15,000.00	-15,000.00	0.0%
Home Accessibility MOfidication	0.00	15,000.00	-15,000.00	0.0%
Home Improvement	0.00	15,000.00	-15,000.00	0.0%
Resident Child Care Grant	0.00	30,000.00	-30,000.00	0.0%
Small Business Safety/Security	0.00	20,000.00	-20,000.00	0.0%
Tech Modernization & Software	0.00	20,000.00	-20,000.00	0.0%
Total Zone Improvement Grants	0.00	150,000.00	-150,000.00	0.0%
Grants - Other	0.00	0.00	0.00	0.0%
Total Grants	50,800.00	398,500.00	-347,700.00	12.7%
Insurance Expense	3,033.00	3,500.00	-467.00	86.7%
Marketing Consultant	0.00	10,000.00	-10,000.00	0.0%
Miscellaneous Expense	39.99	2,500.00	-2,460.01	1.6%
Professional Bonds	0.00	3,500.00	-3,500.00	0.0%
Professional Fees				
Management	0.00	45,000.00	-45,000.00	0.0%
Project Administration	0.00	12,210.00	-12,210.00	0.0%
Total Professional Fees	0.00	57,210.00	-57,210.00	0.0%
Scholarships				
Business Scholarships	0.00	10,000.00	-10,000.00	0.0%
DEI Training Scholarships	0.00	15,000.00	-15,000.00	0.0%
Resident Scholarships	0.00	15,000.00	-15,000.00	0.0%
Total Scholarships	0.00	40,000.00	-40,000.00	0.0%
Total Expense	29,051.56	519,290.00	-490,238.44	5.6%
Net Ordinary Income	96,544.20	64,714.00	31,830.20	149.2%
Other Income/Expense				
Other Income				
Interest Income	1,194.85	1,240.00	-45.15	96.4%
Total Other Income	1,194.85	1,240.00	-45.15	96.4%
Net Other Income	1,194.85	1,240.00	-45.15	96.4%
Net Income	97,739.05	65,954.00	31,785.05	148.2%

Bloomington Urban Enterprise Association

Profit & Loss

May 2023

	<u>May 23</u>
Ordinary Income/Expense	
Income	
Banking Interest	6,888.24
RDC Participation Fee	7,617.35
RRF Loan Interest	249.75
Zone Membership Fees	<u>98,218.63</u>
Total Income	112,973.97
Expense	
Accounting & Tax Services	-781.02
Miscellaneous Expense	<u>39.99</u>
Total Expense	<u>-741.03</u>
Net Ordinary Income	113,715.00
Other Income/Expense	
Other Income	
Interest Income	<u>195.44</u>
Total Other Income	<u>195.44</u>
Net Other Income	<u>195.44</u>
Net Income	<u><u>113,910.44</u></u>

BUEA Small Business Safety & Security Grant

Safety & Security

I. Purpose

- A. To improve the overall safety, security, and perception of the BUEA. The Safety & Security Grant is for small business owners whose businesses have been a victim of a crime or those who would like to improve the overall security of their business.

II. Outcome

- A. Provide Zone residents and business owners confidence in the safety and security of the community.

III. Amount

- A. \$20,000
 1. Max award will be at the discretion of the BUEA board

IV. Guidelines

- A. Application Requirements
 1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs. In-person funding requests are preferred. However, exceptions will be made for accessibility.
 2. Applicants must attach proof of business address, i.e., utility bill, the current lease, or deed.
 3. Applicants must briefly describe their business security system project
 4. A business security system project must have one or more primary purposes:
 - a) Crime reduction
 - b) Theft prevention
 - c) Vandalism prevention
 - d) Improved perception of safety
 5. Once approved, the Applicant must attach proof of purchase for reimbursement.
 6. An approved security system must be installed within the funding period.
 7. **Applicants are limited to a one-time-only grant award**
 8. Assumption
 - a) ***This grant may not be used to support the purchase of weapons or devices that may cause physical harm to humans or animals.***
 - b) ***The Board holds the right not to approve any project they deem unsuitable for this grant.***

BUEA Business Building Improvement Grant

Building Improvement

I. Purpose

- A. To improve the physical condition of business buildings in the EZ and promote economic vitality and beautification of the community. This grant aims to assist small business owners in updating and improving internal and external visual improvements, preservation, and structural integrity.

II. Proposed Amount

- A. \$20,000
 1. Max award will be at the discretion of the BUEA board

III. Outcome

- A. Assist business owners with visual improvements, historic preservation, their facilities' structural integrity, and the community's overall beautification.

IV. Proposed Guidelines

A. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs. In-person funding requests are preferred. However, exceptions will be made for accessibility.
 - a) Presentation Requirements include:
 - (1) A cost estimate, a “before” photo, plans, and all other pertinent information regarding project costs.
 - (a) Assessments must consist of materials/product list breakdowns.
 - (b) proof of business address, i.e., utility bill, the current lease, or deed.
 - (c) images/video of “before” status.
 - (d) describe their building improvement project and the contractor's quote or invoice.
2. Projects eligible for grant approval include
 - a) exterior painting/cleaning, historical restoration, awnings, roofs, guttering, and replacing windows. Ineligible projects include signage and sidewalks.
 - b) Exterior improvements must follow the style approved in the downtown design plan. A Certificate of Appropriateness must be obtained before starting work if the building is in a historic district.
3. Work on the property may start after board approval.
4. A contractor registered with the city must do construction work and obtain any necessary permits before applying.
5. BUEA will rebate the property owner after work is complete, and the applicant provides a final bill, copies of canceled checks for the applicant's half, and an “after” photo of the completed work. However, the board reserves the right to provide funding if improvements or repairs are in progress.
6. **Applicants are limited to a one-time-only grant award**

4. BUEA Accessibility Modification Program

Accessibility

I. Purpose

- A. The Accessibility Modification Program provides grant-based assistance for businesses to make their small businesses ADA-accessible and promote inclusive practices for people with disabilities. This grant aims to improve the BUEA's social and physical environment through accessibility modifications. This grant intends to help business owners complete ADA modifications that do not meet the requirements due to grandfathered plans. Businesses can use the funding to update their ADA-accessible areas, entrances, signage, low shelves, restroom accessibility, & parking space.

II. Amount

- A. \$15,000
 1. Max award at the discretion of the BUEA Board

III. Outcome

- A. To create a more accessible BUEA for people with disabilities to enjoy Bloomington amenities better and meet their needs.

IV. Guidelines

A. Application Requirements

1. Applicant must present the grant request to the BUEA board outlining basic project details, timeline, and expense. Applicants will also include a short narrative of at least 350 words describing financial needs. In-person funding requests are preferred. However, exceptions will be made for accessibility.
2. Applicants must attach proof of business ownership address, such as a utility bill, lease, or deed.
3. Applicants must briefly describe their accessibility modification project and the contractor's receipt or invoice.
4. Eligible projects include improving accessible areas, signage, entrances, low shelves, restroom accessibility, & parking space.
5. Work on the property can start after application approval.
6. A cost estimate and a "before" photo accompany the application and include plans and all other pertinent information regarding project costs. Assessments must consist of materials/product list breakdowns. The owner makes a selection of contractors.
7. BUEA will rebate the property owner after work is complete, and the applicant provides a final bill, copies of canceled checks for the applicant's half, and an "after" photo of the completed work. However, the board reserves the right to provide funding if improvements or repairs are in progress.
8. **Applicants are limited to a one-time-only grant award.**

Opening Doors to Science: New Front Doors for WonderLab

Introduction

For the past 25 years, WonderLab Museum of Science, Health & Technology has provided essential hands-on STEM experiences that supplement classroom learning for children and families in the Bloomington area and beyond. WonderLab opened its current location in 2003. Over 80,000 individuals visit the museum in a typical non-pandemic year. After 20 years of welcoming over 1.5 million excited children and families to our facilities, the front doors at the Museum entrance have reached the end of their life.



Replacing these doors is a high priority in 2023. The Front Door project will improve the facility and the visitor experience on three fronts: environmental sustainability, accessibility, and security. The estimated expense for the entire project is \$28,222. WonderLab has already received \$16,000 from an anonymous donor towards this project. The remaining unfunded amount is \$12,222. The Bloomington Urban Enterprise Association (BUEA) provides the means to improve the economic, physical, and social environment for Zone residents and businesses. We believe that the Front Door project will do just that.

We respectfully request \$12,222 from the BUEA to support the cost of the **automatic door openers** and improve accessibility to WonderLab's facility.

Project Purpose

Environmental Sustainability

WonderLab's front doors are in need of replacement. The sealing and weatherstripping is worn, leading to building energy (heating and cooling) loss, as identified in the 2022 Energy Audit from the SEEL Program. The latch and lock mechanism is also worn and requires ongoing maintenance from our Exhibits and Facilities Department, using resources that could be better used to create and maintain hands-on science exhibits. Because the doors do not latch reliably, [changes in air pressure cause the doors to blow open \(VIDEO\)](#) whenever they are not locked. WonderLab strives to be a leader in environmental sustainability, educating the public and setting an example through our composting efforts and the installation of solar panels earlier this year. The current doors pose an ongoing problem for energy efficiency. By installing the recommended doors with a more robust opening and latch mechanism, tempered glass of high R-value and improved weather seals, we will improve energy efficiency.



Accessibility

The faulty latch mechanism sometimes causes the doors to become stuck in a closed position, making it difficult for visitors, staff, and volunteers to enter the building through the main doors. The doors are completely manual, which can make it difficult for people with disabilities, mobility challenges, and strollers to enter the building. Currently, WonderLab’s visitor services staff must leave their post at the front desk to assist with the front door access. Although this provides a friendly and welcoming service, it can leave the front desk understaffed and is not always possible during busy days. **Automatic door openers** will better serve all our visitors, for both physical access and customer service. After the installation, visitors using wheelchairs or those with strollers and multiple children in tow will be able to enter the Museum without engaging someone else to open the door for them, or struggling to keep it open by themselves.



Security

A planned change from manual key locks to programmable keypads, and the addition of an automatic retraction system will improve security. Programmable keypads give us the ability to change the key code as needed to make it easier to monitor who is entering and exiting the building. The automatic retraction system gives Museum staff the ability to lock down the front doors from the inside instantly, closing the building off from potential safety threats, and protecting our visitors. WonderLab must ensure the safety of the children and families that visit our Museum.

Timeline

The installation is estimated to take two days to complete and will ideally begin mid-August or early September 2023. WonderLab historically has lower attendance during this time of year, making it easier to close the Museum without causing inconvenience to our members and the community or greatly impacting our admissions revenue. The first day of installation would be on a Monday during this time period to take advantage of the Museum already being closed. We would like to schedule the work right away due to ongoing worldwide supply chain issues and limited service availability.

Project Expenses

Door Replacement	\$6,450.00
Automatic Door Openers	\$12,650.00
Electrical Wiring Work	\$2,000.00
Keypad Security System	\$5,839.00
Hourly Pay	\$450.00
Lost Revenue	
Non-Member General Attendance (50 visitors x \$14)	\$750.00
Gift Store (50 visitors x \$1.65/visitor)	\$83.00
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Project Total	\$28,222.00
Cost of Project	\$28,222.00
Contribution from Anonymous Donor	\$16,000.00
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Remaining Cost	\$12,222.00

The project to replace the front doors and install the additional security and accessibility measures will cost an estimated \$28,222. We have received a bid from City Glass, a glass repair and installation company in Bloomington, to replace the doors for \$6,450 and install **auto-openers on both the interior and exterior doors for \$12,650**. Leading Edge Security, another business in Bloomington, quoted \$5,839 to install the Bluetooth keypad/reader system with latch retraction. There is also an estimated cost of \$2,000 for additional electrical wiring needed.

We also included \$450 for the cost of labor for our Exhibits and Facilities Department manager, who will be coordinating and managing this project. The project will take two days. Since WonderLab is already closed on Mondays, we only need to account for lost revenue on one day. There will be approximately \$750 in lost revenue from non-member general attendance, representing 50 non-members at \$14 per admission ticket. Gift store revenue will be lost as well. Based on previous months in 2023, average per visitor Gift Store revenue is \$1.65. Assuming 50 visitors, we will lose \$83 in Gift Store revenue.

Our request of \$12,222 represents roughly the cost of the automatic door openers, which directly and specifically address accessibility.