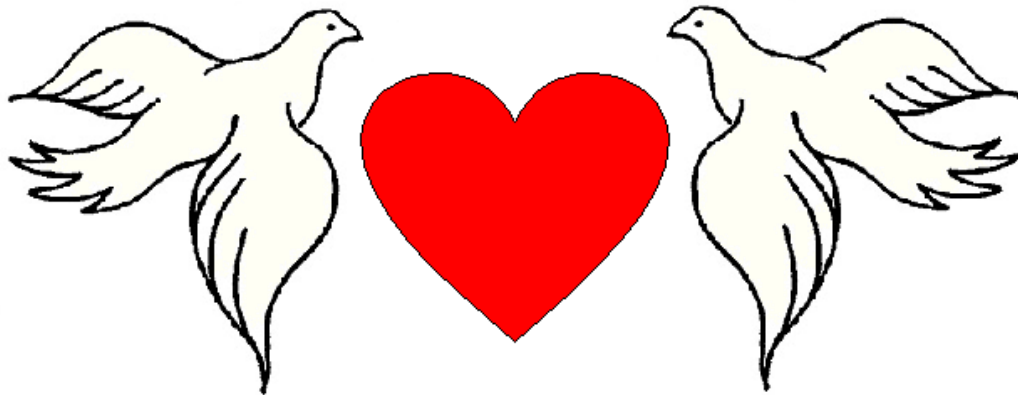


**Fiscal Year 2019  
July 1, 2019 - June 30, 2020  
Annual Report**

**for**



**Lawrence Interdenominational Nutrition Kitchen, Inc.  
(LINK)  
Lawrence, Kansas  
<http://www.linklawrence.org>**

## **Table of Contents**

**September 1, 2020**

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Introduction- "Who We Are & What We Do"	1
President's Annual Report	2
Coordinator's Annual Report	3
Treasurer's Annual Fiscal Report	4
Appendix	7
Income and Expense Summary	
FY2020-2021 Budget	
LINK Board of Directors Fiscal Year 2019-2020	

## **Introduction- “Who We Are & What We Do”**

Lawrence Interdenominational Nutrition Kitchen, Inc (LINK, Inc.) is a Kansas Not-for-Profit Corporation (Secretary of State’s Corporation Identification Number: 166-058-8) and tax-exempt Not-for-Profit corporation under the Federal Law 501(c)(3) operating in the basement of the First Christian Church, 1000 Kentucky, Lawrence, KS 66044 and is accessed through the north basement door. LINK’s telephone number is (785) 331-3663. The mailing address of LINK, Inc. is 1000 Kentucky, Lawrence Kansas 66044.

The Lawrence Interdenominational Nutrition Kitchen, Inc holds: Federal Employment Identification Number 48-1071888, Kansas Department of Revenue Tax Account Number 036-481071888F01 (inception date: 07/01/2005) and Kansas Sales Tax Exemption Number KSH421DLFW (expiration date: 10/01/2020).

The purpose of LINK continues to be the provision of home-cooked, nutritious meals in a safe environment for the homeless, hungry, lonely, physically or mentally disabled, and low socioeconomic individuals at no cost to them. Diners are treated as guests and members of the LINK family.

Currently, LINK is supported by approximately 45 religious organizations, businesses, and civic groups which provide and serve the food. LINK’s existence would be seriously jeopardized if it were not for the support and caring provided by the leaders and congregation of The First Christian Church, 1000 Kentucky Street, Lawrence Kansas.

LINK, Inc. has just completed its thirty sixth fiscal year of operation during which we experienced an estimated 2.6% decrease in the number of guests served, compared to the previous year. Total meals served during FY 2019 – 2020 were 20,463, a 3.3% decrease compared to the previous year. A total of 802,820 meals have been served since our February 14, 1985 beginning.

# **President's Annual Report**

**September 1, 2020**

**Volunteers:** LINK has wonderful committed volunteer groups. Without our long-standing church, civic groups, businesses partners, and individuals that give time and resources to provide meals for our guests we would not have the ability to serve the community in the capacity we do. I personally want to thank each group and individual for their service as we move into 2021.

**Board of Directors:** I also want to thank my peers for all they do as board members. I am delighted that we are ever expanding and have added three new members to our board. Chaney Finkeldei, Michele Dillon, and Jen Marsh. Anyone that is part of a serving group is welcome to join the board. Meetings are held on the 2<sup>nd</sup> Tuesday of every month at 5pm in the LINK dining room.

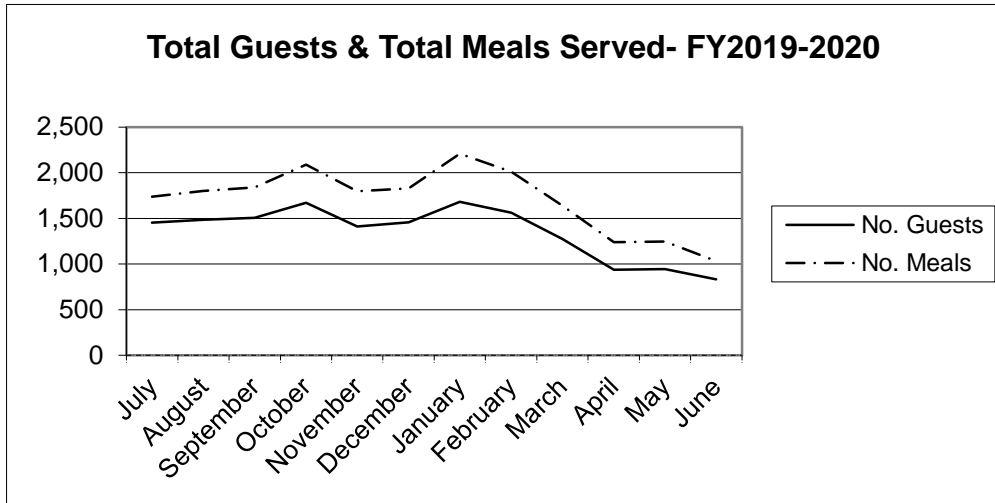
**First Christian Church:** We are grateful to FCC for the space to house LINK. FCC and LINK have an enduring partnership and we are thankful for all they do to help us with the building needs and for the folks from FCC that are part of the board, and the FCC serving group.

**Coordinators:** Bonnie Reedy and Darrell Vann are a dream team, and I am honored to work with them. I would like to thank them for their tireless work to help our guests feel at home and for their ability to work with our groups to make sure they have everything they need to serve in a clean and friendly environment. Bonnie and Darrell also work with our partners at SCSE (Senior Community Service Employee Redevelopment) and Douglas County Community Service Work with the Douglas County District Court to help those in our community that are working toward getting back into the workforce, and those that need volunteer hours.

**Community:** Everyone is welcome at LINK! There are no exclusions, no restriction and never a financial requirement in order to be served a free meal. We are proud to continue to serve hot, home-cooked food to anyone in the community. We pride ourselves on being a child friendly environment; we welcome singles and families alike.

As President, I welcome the changes that have taken place this year. As we move forward I am excited about the addition of new board members, fundraising, and buying some much-needed new equipment. I owe First Christian Church, our serving groups, guests, and Board Members a huge thank you for your dedication to LINK. My goal is to continue to be an admirable Lawrence nonprofit. One that provides a clean, well-managed place for a great meal, with friendly service. I welcome feedback as we move forward into 2021 and again thank you for your continued partnership with LINK.

Wendi Meisenheimer  
LINK President



**Lawrence Interdenominational Nutrition Kitchen Meals Served  
FY2019-2020**

Serving Days	Total Guests	Guest/Day	Total Meals	Meals/Day	Avg # Meals/Guest
17 July	1,454	86	1,736	102	1.19
18 August	1,484	82	1,799	100	1.21
18 September	1,505	84	1,840	102	1.22
18 October	1,670	93	2,089	116	1.25
18 November	1,411	78	1,798	100	1.27
19 December	1,458	77	1,828	96	1.25
19 January	1,681	88	2,207	116	1.31
16 February	1,561	98	2,011	126	1.29
18 March	1,273	71	1,639	91	1.29
17 April	936	55	1,238	73	1.32
19 May	943	50	1,246	66	1.32
17 June	832	49	1,032	61	1.24

<b>214</b>	<b>Total</b>	<b>16,208</b>	<b>20,463</b>	<b>1.26</b>
	<b>Avg/Day</b>	<b>76</b>	<b>96</b>	
	<b>Avg/Month</b>	<b>1,351</b>	<b>1,705</b>	<b>1.26</b>

Bonnie Reedy, Coordinator

LINK has been blessed this year with amazing support from the Lawrence community! Unrestricted donations to LINK increased 85% to \$34,449 and our serving groups contributed \$3,281 in financial support in addition or in lieu of food. LINK also received a significantly higher amount of grants during the year, some of which were spent during the current year and some will be used for various purposes over the next couple of years. A list of the grants is included in the appendix.

LINK’s expenses decreased in the fiscal year ended June 30, 2020. The main reason for the decrease was the decision by the board of directors to terminate the contract with The Salvation Army to provide a weekday coordinator and to hire the coordinator directly. The cost of food and supplies increased from the prior year due to the impact of the coronavirus pandemic. We also replaced two stoves in our kitchen.

A synopsis of Fiscal Year 2019-2020 activity is show below in Table 1.

**Table 1**

		2018-2019		2019-2020	
	<b>Net Assets (Start of Fiscal Year)</b>		<b>\$82,839</b>		<b>\$78,611</b>
<b>RECEIPTS</b>	Cash Donations	18,665		34,449	
	Restricted Donations	2,560		3,000	
	Donations from Serving Groups	0		3,281	
	Grants Received	9,250		25,693	
	Other Income	1,346		-912	
	Interest Income	34		36	
	<b>TOTAL RECEIPTS</b>	<b>\$31,855</b>		<b>65,547</b>	
<b>EXPENSES</b>	Operating Expenses	30,900		31,185	
	Equipment & Furniture Purchases	2,773		788	
	Administrative Expenses	2,410		2,721	
	<b>TOTAL EXPENSE</b>	<b>\$36,083</b>		<b>34,694</b>	
	<b>NET REVENUE</b>		<b>-4,228</b>		<b>30,853</b>
	<b>Net Assets (End of Fiscal Year)</b>		<b>\$78,611</b>		<b>109,464</b>

Complete financial details are included in the Appendix of FY 2019-2020 Annual Report.

LINK’s expenses of \$34,694 resulted in a “cost per meal” of \$1.69. This cost per meal was 6.5% higher than last year and was driven in part because the number of guests and meals served each day declined after the coronavirus pandemic forced us to close our dining room and serve our meals to-go, yet many of our expenses (rent, payroll, equipment) are fixed and do not change with the number of meals served. Table 2 provides a summary of LINK’s cost per meal over the past decade.

**Table 2**

FISCAL YEAR	GUESTS SERVED	MEALS SERVED	OPERATING EXPENSES	COST PER MEAL
2019-2020	15,935	20,463	\$34,694	\$1.69
2018-2019	16,642	21,165	\$33,708 <sup>+</sup>	\$1.59
2017-2018	17,277	21,840	\$33,649	\$1.54
2016-2017	18,000	23,184	\$33,293	\$1.44
2015-2016	21,646	30,348	\$31,163	\$1.03
2014-2015	22,612	33,300	\$29,795	\$0.90
2013-2014	23,710 <sup>*</sup>	33,544	\$31,169	\$0.93
2012-2013	23,218 <sup>*</sup>	32,743	\$28,787	\$0.89
2011-2012	26,648 <sup>**</sup>	35,503	\$29,419	\$0.83
2010-2011	26,003	35,366	\$28,732	\$0.81
2009-2010	23,930	31,480	\$23,098	\$0.73

- + 2018-19 operating expenses do not include the purchase of chairs for \$2,375. Total expenses for the year were \$36,083.
- \* Only total meals served are counted in 2012-13 and 2013-14. Guest counts are estimated based on 1.41 meals per guest due to reduced size of serving trays..
- \*\* Only total meals served are counted in 2011-12. Guest counts are estimated based on 1.33 meals per guest.

Although some individual line item expenses exceeded our budget, our overall expenses were well below the budget we had established at the beginning of the fiscal year. The largest difference between the budget and actual expenses was for payroll and contract services, and resulted from the board's decision to terminate the contract with the Salvation Army at the end of November and hire a weekday coordinator to provide the day-to-day oversight of the program. Supplies and food were also above budget this year, because of the coronavirus pandemic and the need to serve meals to-go, rather than in the dining room. Approximately a quarter of our serving groups chose to donate funds for food rather than prepare and serve food during the pandemic and the increased food costs went for those meals. Table 3 provides a comparison of actual expenses to our budget.

**Table 3**

	<b>Budget, \$ 2019-2020</b>	<b>Actual, \$ 2019-2020</b>	<b>\$ Variance</b>
<b>Administrative Expenses:</b>			
Insurance	1,500	1,403	-97
Fundraising	500	197	-303
PO Box Rent	85	106	21
Corporate Fees	40	40	0
Postage	60	33	-27
Telephone	528	532	4
Miscellaneous	605	410	-195
<b>Total Admin Expenses</b>	<b>3,318</b>	<b>2,721</b>	<b>-597</b>
<b>Operating Expenses:</b>			
Rent	3,600	3,600	0
Food & Thanksgiving Expenses	5,750	6,102	352
Supplies	2,000	3,961	1,961
Contract Services	16,100	6,500	-9,600
Payroll-Gross	6,245	10,583	4,338
Equipment & Furniture	1,000	807	-193
Repairs	500	420	-80
<b>Total Operating Expenses</b>	<b>35,195</b>	<b>31,973</b>	<b>-3,222</b>
<b>Total Expenses</b>	<b>38,513</b>	<b>34,694</b>	<b>-3,819</b>

A comparison of LINK's current (FY 2020-2021) budget to previous budgets is shown in Table 4. Administrative expenses are not projected to change significantly, but food and supplies are expected to remain higher than normal as we continue to serve meals to-go, during the coronavirus pandemic. In 2020, LINK received a grant from the Douglas County Community Foundation to purchase a new steam table. This steam table will be purchased during the current fiscal year, which is the reason for the significantly higher amount for equipment in the current budget.

**Table 4**

<b>LINK's Annual Budgets</b>				
	<b>2020-2021</b>	<b>2019-2020</b>	<b>2018-2019</b>	<b>2017-2018</b>
Administrative Expenses:				
Insurance	1,500	1,500	1,200	1,300
Fundraising	500	500	500	500
Corporate Fees	40	40	40	40
PO Box Rental	110	85	85	80
Postage	60	60	60	55
Telephone	540	528	528	424
Misc. Admin Expenses	500	605	635	635
<b>Total Administrative Expenses</b>	<b>3,255</b>	<b>3,318</b>	<b>3,048</b>	<b>3,034</b>
Operating Expenses:				
Rent	3,600	3,600	2,400	2,400
Food & Thanksgiving Expenses	7,200	5,750	3,500	3,500
Supplies	3,000	2,000	2,000	2,000
Contract Services	500	16,100	16,100	16,100
Payroll-Gross	14,000	6,245	5,876	5,150
Equipment & Furniture	3,000	1,000	500	1,000
Repairs	500	500	500	500
Misc. Operating Expenses	100	0	0	0
<b>Total Operating Expenses</b>	<b>31,900</b>	<b>35,195</b>	<b>30,876</b>	<b>30,650</b>
<b>TOTAL</b>	<b>35,155</b>	<b>38,513</b>	<b>33,924</b>	<b>33,684</b>

Roberta Renz, LINK Treasurer  
 Paul Studebaker, Annual Report Editor,



# APPENDIX

**Grants received during fiscal year 2019-2020:**

<b>Source</b>	<b>Purpose</b>	<b>Amount</b>
FEMA #36	Purchase food	\$ 5,000
Hallmark	Unrestricted	1,500
Merc Co-op "Change for our Community" Program	Unrestricted	8,694
Douglas County Community Foundation	Purchase steam table	2,500
Douglas County Community Foundation	COVID-19 expenses	3,000
Church of Jesus Christ of the Latter-day Saints Humanitarian Grant	Purchase food & supplies	5,000
<b>Total</b>		<b>\$25,694</b>

**Lawrence Interdenominational Nutrition Kitchen, Inc.**

**Profit & Loss**

**July 1, 2019 through June 30, 2020**

**Revenue**

Cash Donations	34,449
Restricted Donations	3,000
Donations by Serving Groups	3,281
Grants	25,694
Interest Income	36
Other Income	-912

**Total Revenue \$ 65,548**

**Expenses**

**Administrative Expenses:**

Insurance	1,403
Fundraising	197
PO Box Rental	106
Corporate Fees	40
Postage	33
Telephone	532
Miscellaneous Expense	410

**Total Admin Expenses 2,721**

**Operating Expenses:**

Rent	3,600
Food & Thanksgiving Expenses	6,102
Supplies	3,961
Contract Services	6,500
Gross Payroll	10,583
Equipment & Furniture	807
Equipment Repairs	420

**Total Operating Expenses 31,973**

**Total Expense \$ 34,694**

**Net Income \$ 30,854**

## Proposed Budget for Link Fiscal Year 2020-2021

### EXPENSES

Bank Charge	\$	5
Corporation Fees	\$	40
Equipment	\$	3,000
Food	\$	7,200
Fund Raising	\$	500
Insurance	\$	1,500
Lease Payment	\$	3,600
Miscellaneous	\$	600
P.O. Box Rent	\$	110
Postage	\$	60
Repairs	\$	500
Services	\$	500
Supplies	\$	3,000
Telephone	\$	540
TOTAL Wages (includes Soc Sec Match	\$	14,000
<b>TOTAL EXPENSES</b>		<b>\$35,155</b>

### **2019-2020 LINK Officers**

#### **President**

Wendi Meisenheimer  
1378 N 550 Road  
Baldwin, KS 66006

#### **Vice-President**

Meredith Richey  
P. O. Box 291  
Lawrence, KS 66044

#### **Recording Secretary**

Jason Schmitz  
823 Crawford Drive  
Lawrence, KS 66044

#### **Treasurer**

Roberta Renz  
18096 21st Street  
Lawrence, KS 66044

#### **Liaison Officer**

Deb Engstrom  
1716 Louisiana Street  
Lawrence, KS 66049

### **2019-2020 LINK Board of Directors**

#### **First Christian Representative**

Paul Studebaker  
2709 Lawrence Ave  
Lawrence, KS 66047

#### **Director**

Anne Emert  
1535 University Drive  
Lawrence, KS 66044

#### **Director**

Amy Carlson  
648 N 1000 Road  
Lawrence, KS 66047

#### **Director**

LaRen Gwin  
700 Comet Lane A206  
Lawrence, KS 66049

#### **Director**

Doug Heacock  
2501 Yale Rd  
Lawrence, KS 66049

#### **Director**