|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Traffic light GREEN.png**<OPERATIONS> - <AUGUST> Overall Health:** | | | | |
| **Activity Description** | **Target** | **Status** |  | **Recent Accomplishments** |
| Human Resources - Open Staff Positions: Fund Development Manager; Marketing Director; Financial Manager; HR Specialist; Program Intake Coordinator or Data Entry Specialist |  | **At Risk** |  | 1. *CBC on data entry specialist has been approved. Mtg scheduled for w/o 8/21/17.* |
| Financial Management - Outsourcing Accounting Services moved back date to accommodate developing a process for transmitting the work and getting reports. . | NLT September 1 | **On Track** |  | *Received $15,000 Christel DeHaan Family Foundation* |
| Grants Management – Concept paper to Lilly Endowment pending, SYPF Final Report due September 1st. | ongoing | **On Track** |  |  |
| Outreach – Pre-Enactment project is on track for October ??, Freetown Village exploring points of collaboration ongoing; | ongoing | **On Track** |  |  |
| Technology – Upgrade to KidTrax includes online registration | Aug 28 | **Not Started** |  |  |
| **Discussion Topics/Risks/Issues** | **Owner** | **Status/ Target Close** |  |  |
|  |  |  |  | **30 Day Outlook <CURRENT MONTH>** |
| Re: Financial Management need help to bring Quick Books up to date. May include this in the work to be done by contractor. | ED |  |  | *Coordination of LCV program, marketing, tickets, etc.; Staff Retreat Thurs 8/17; EOY reports pending* |
| Re: HR - switching the Interim VC/AA position to a paid internship through IUPUI. |  |  |  | *Aug 19 Kentucky Kingdom for More Light cast; Aug 20 LCV Auditions; Aug 25 Tribute to Michael Jackson for More Light Cast; Sep 9 Academy & Adult auditions; Sept 16 Prep Registration & Orientation* |
|  |  |  |  | *Draft budget for “SNATCHED” in Chicago initiative  - pending* |
|  |  |  |  | **60 Day Outlook <NEXT MONTH>** |
|  |  |  |  | *KidTrax Upgrade* |
|  |  |  |  | *2016 – 2017 IRS 990 & Compilation* |
|  |  |  |  | *Online registration for Prep & Academy programs* |
| **Work Group Leader** | | |  | LCV – September 28 |  |  |
| Keesha Dixon | | |  |  |
| **Team Members** | | |  | **90 Day Outlook** |
| *Bobbi Davis* | | |  | *Begin exploration of bridge program initiative* |
| *Deborah Asante* | | |  | *IPS Fine Arts Fair – October 16th* |
| *Kim Dickerson* | | |  | * *Event Details: Broad Ripple Beer Festival*   *Saturday, October 28th* |
| *Ennis Adams, Jr.* | | |  | *The Alpha Sigma Chapter - Founders' Day Ball November 10th* |
| **Date Submitted** | | |  |  |
| August 20, 2017 | | |  |  |

* Opti-Park, 2-6pm 40 Indiana breweries 5 Guests/Guild partners
* 2000 attendee tickets being sold DJ for entertainment Food vendors and games Clean up Oct 29
* As our charity partner, you can have a booth offering an activity or not, you can run the game(s) keeping the money collected for ACT, or not.  You can offer a suggestion on how you want to take part day-of which would be good for our attendees and introduce you to a different audience.  Use your creative skills to draw them to your booth. The one thing that is required as the charity partner is that you have a crew available on the 29th to help clean the park, load the U Haul an unload at our storage unit. It sounds like a lot but its really not, it's picking up trash, taking down snow fencing, breaking down table and chairs, etc.  As our charity partner, ACT will receive $3 for every ticket sold which translates to $6,000 if sold out which is typical of our festivals.