

COMMUNITY CONSCIENCE

SUPPORTING HUMAN SERVICES UNDER ONE ROOF

Annual Non-Profit Report 2023



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Mission

The mission of Community Conscience is to provide a single location where human service programs are available and accessible at no cost to recipients and to maximize coordination among agencies.

Message from the Executive Director

In 2023, the Human Services Center generously allocated rent-free space to three newly established non-profit organizations. The center's energy efficiency was enhanced through window resealing, significantly benefiting the HVAC systems. Additionally, with financial support from the City of Thousand Oaks, the replacement of dead turf and the irrigation system with mulch resulted in an estimated 50% reduction in annual water costs.



Each year, our non-profit tenants complete a survey and have reported that the rent-free space arrangement is essential for their survival. Without it, they would have to close their doors or significantly reduce programs and staff. Therefore, they rely on Community Conscience to maintain the Human Services Center.

As the demand for access to human services has increased in our community, so too have the programs available within the walls of the Human Services Center. Through your generous donations and sponsorships, these are just some of the successes realized during this past year:

- 14 non-profit agencies diverted almost \$300,000 in saved rent to their programs.
- 8,000 meals were served to people experiencing homelessness.
- 2,000 vulnerable children, adults, and seniors received regular exercise programs from licensed trainers.
- 105 People living with disabilities found life skills training, volunteered to help the community, and received employment services.
- 4,353 people received grief support and hospice services.
- 1300 people learned to prevent bullying through kindness and inclusion workshops.
- 50,000 people, 88% low or no income received child and family services such as food security, financial assistance, parenting education, medical, dental, mental health, and legal services.

Our 14 tenants offer help in one location. Many thanks to our generous supporters who ensure the Human Services Center is maintained and in turn make a difference to people seeking help in our Community.

Robin Britt

Executive Director

What is Community Conscience?

Community Conscience owns a 22,000 square foot building, the Human Services Center, where we provide rent-free space to 14 human service non-profit organizations. This allows charities to focus on their programs instead of raising funds to pay rent. It enables charities with main offices in other areas of California to have a branch office in Thousand Oaks, thereby extending their programs to the Conejo Valley. Along with free rent, the charities also have the benefit of landscaping, maintenance of public areas, janitorial services, security patrol, and the use of a conference room for meetings.



Each non-profit tenant is a 501(c) (3) organization and has its own governing board. They each have their own funding, missions, and programs. The programs and services delivered by the charities vary and provide them with the opportunity to refer clients to each other. The partnerships of the organizations are tremendously successful. Working as allies, the organizations share resources and space in an effort to help as many people as possible.

The ability to receive services from multiple organizations at the same location is also of great benefit to clients of the charities. Many of the clients rely on public transportation, rides from others, or must walk to obtain services. Traveling to multiple locations for help can be difficult or even impossible.

Another element that contributes to the success of the Human Services Center is the addition of Ventura County Human Services Agency as a tenant. This works in two ways. A co-operative fair market lease agreement with the County of Ventura provides funds to Community Conscience. This agency makes available valuable services to many clients of the charities. Having the resources of these government programs such as CalFresh (food stamps), Medi-Cal, Cal/WIN, Cal/Works, Employment Services, and a job resource center is key to helping low-income individuals and families find assistance. The County of Ventura Human Services Agency also refers its clients to the charities in our building for additional assistance.

Community Conscience provides a telephone referral service that helps individuals and other charities locate needed services. The most requested services are help with paying rent, utility bills, and homeless services. In addition, two or three people come to our office per day seeking assistance referrals. We provide a brochure rack with information about agencies housed in our building as well as other relevant local assistance programs, classes, or events in the community.

Program Impacts

In September 2023, Community Conscience conducted a survey that revealed that around 53,000 individuals received services provided by the agencies located at the Human Services Center. The non-profit organizations that operate within the building save approximately \$300,000 per year in rent, allowing them to pass on these savings to their clients in the form of services.

All the non-profit organizations that were surveyed reported that without rent-free office space, they would need to significantly reduce or eliminate their programs and staff in the Conejo Valley. The loss of rent-free space would have a severe impact on the delivery of their services. Therefore, Community Conscience aims to maximize the available space in the building to serve the community and make the biggest impact possible.

The organizations operating at the Human Services Center in 2023

Community Conscience

Conejo Free Clinic

Conejo Youth Employment Service

County of Ventura - Human Services Agency

Creative Steps – Aurelia Foundation

Fit 4 The Cause

Gold Coast Veterans Foundation

Holy Family Services

Hospice of the Conejo

Interface Children and Family Services

Lutheran Social Services of Southern California

NAMI Ventura County

Ohana Health

PACER's National Bullying Prevention Center

Senior Concerns Bargain Boutique

Villa Esperanza Services

2023 Mardi Gras Ball King and Queen

Each year Community Conscience honors two individuals for their exemplary community service who are honored at our most successful fundraiser, the Mardi Gras Ball.

Queen Terry Moerler moved to the Conejo Valley in 1978 and has been active here ever since. She is a Westlake Village Sunrise Rotarian and believes in giving back to a community she loves deeply. Over the years, Terry has served as Greater Conejo Valley Chamber of Commerce Ambassador, Board member and Chairman of the Board. A former owner and Operating Principal of Keller Williams Realty Westlake Village, her awards include the Otto Stoll award for Community Service and 2014 BRAVA Award by the National Association of

Women Business Owners, where she was honored as Woman Business Owner of the Year.



King Ed Holt has a long history of volunteerism in the Conejo Valley and has been an activist here for many years. He has served in various leadership roles for events and organizations in Thousand Oaks and throughout Ventura County. Among his many contributions are supporting numerous youth groups, including sports coach of the Conejo Youth Basketball Association; serving as a trustee in the National Military Order of the World Wars Conejo Valley Chapter; serving as chair of the California Lutheran University Educational Foundation; and serving as director and treasurer of Tres Condados Girl Scouts Council.

2023 Mardi Gras Ball Major Sponsors

Gold

**Barbara Ashcraft, George & Jeannette Hutchison, Joanie & Richard Young
California American Water, Fit 4 The Cause, Manchester Financial Inc.
Montecito Bank and Trust, Ventura County Credit Union**

Silver

**Larry Marquart, Margaret Fieweger McEnerey
Greater Conejo Valley Community Foundation**

Bronze

**Fran Brough & Chuck Cunningham, Gerry & Laura Conway
David & Carol Freeman, Ron & Pat Grant, Sherrill Hyink
John & Maria Prescott, Wayne & Phyllis Rickert
Athens Services, Barbaras Development Inc. -Bruce & Marta Rothwell
Brightstar Care, Hospice of the Conejo, Oak Asset Management**

Landscape Improvement



In 2023 Community Conscience received a Community Enhancement Grant (CEG) from the City of Thousand Oaks for dead mulch removal. In 2022 we saved 51% on our water bill when we stopped watering the grass lawn due to drought restrictions. This grant is for conservation projects. The dead turf was removed and replaced with forest mulch. We will continue to save about \$3,000.00 a year on water.

Building Improvements



A defibrillator cabinet has been installed in the breezeway downstairs close to the mailboxes. The cabinet has been provided by Conejo Health with grant funding from the City of Thousand Oaks. It contains a defibrillator, Narcan, "Stop the Bleed", and a "First Responder Kit". An alarm will sound if the box is opened. The defibrillator cabinet is for emergency use only.

It was important to complete a project this year to reseal some windows and doors on the building as the seals were 35 years old. There were an estimated 14 windows with missing or falling out molding, and three doors on the South side of the building that required new mohair weather stripping. During heavy rain, the floors would get wet, and there was minor wall damage around some of the windows. In addition to this damage, heat and AC were being lost through the cracks.

New Tenants

This year Community Conscience welcomed three new tenants and granted space to a fourth starting January 2024. Granting space to new non-profits is one of the most important decisions the board of trustees is tasked with making.

The Autism Society of Ventura County left the Human Services Center in August 2022. Suite 208 was granted to the Gold Coast Veterans Foundation in February 2023. Bob Harris, Executive Director, explained to the Trustees the need to have a local presence for veterans who have transportation issues to get to their other location in Camarillo and provided other details about how the non-profit organization would function and fit within the Human Service Center building. We are delighted to

house this non-profit organization that makes such a difference to the quality of life for the men and women who are struggling and have served our country.

Interface Children & Family Services pivoted services during the COVID-19 pandemic to become more virtual. Due to this change, their use of office space became far less frequent. Community Conscience and Interface agreed that three 10'X10' offices located closest to the Community Conscience office would be repurposed. A door was installed in the hallway to create privacy between the new suite and Interface. This included moving a light fixture in the ceiling above the area, putting in light switches for both areas and a new exit sign. This space was granted to NAMI Ventura County in September 2023. The previous space NAMI was renting lease was up and they were paying about \$40,000 a year in rent. They are saving this funding in the Human Services Center with rent free office! Helping people in Ventura County living with mental disabilities is a tremendous need in our community.

Conejo Youth Employment had occupied suite 207 on the second floor for about three decades. Sadly, the organization had many board members leave the area or pass away. After a long period of inactivity in this suite, Conejo Health ceased operations and moved out. This space was granted to Creative Steps – The Aurelia Foundation in September 2023. This organization is well-established and needs professional office space. Providing programs to give joy and meaningful life experiences to its recipients living with severe to moderate intellectual disabilities is an important use of this space.

Fit 4 the Cause founder and CEO, Cindy Rakowitz, announced she was moving out of state. Fit 4 the Cause would transition from its own 501 (C) (3) status to a program of a national non-profit. They shared Suite 201 on the second floor with Holy Family Services since 2015. This space was granted to Senior Alliance for Empowerment (SAFE) starting in January 2024. Helping low-income seniors stay in their mobile homes has been the primary purpose of SAFE. With professional office space, they can expand funding opportunities and programs to help even more seniors.

Maximizing Coordination of Services

Virtual Tenant Networking & Communications Meetings were held in 2023. These meetings have good attendance and provide new employees, staff, and volunteers with an opportunity to meet each other and the new tenants. Kirk Dewitt, a member of the Faith Community, Commissioner Tom Neary, Liaison to the Thousand Oaks Council on Aging, Matthew Pall, CEO of Conejo Health, and Sarah Mailes from the City of Thousand Oaks are also part of these meetings. Attendees reported that these meetings have helped them to build stronger relationships with service providers to better assist the people they serve. Many connections have been made among the agencies, and the meeting is seen as a vehicle to strengthen relations among them.

In May, we organized the annual Spring Luncheon for the Directors and Presidents of the agencies housed in the Human Services Center. The event was attended by one member from each agency, Trustees, Advisory Council, and elected officials. During the luncheon, the Directors gave a brief presentation highlighting the various services provided by the Human Services Center, all of which are offered to the community free of

charge. This was an effective way to communicate the scope and breadth of the services offered at the building.

On October 18th, we celebrated Unity Day, which is PACER's National Bullying Prevention day. To show our support for standing up against bullying, we wore orange and took a picture by the Monument sign at the Human Services Center. Everyone was welcome to participate, and we all gathered at Community Conscience's entrance at 10 am. We had a great turnout, with most tenants taking part in the event.



Last November, we hosted the Giving Thanks Luncheon to express our gratitude towards the staff and volunteers who work tirelessly throughout the year to serve people in need. We served a full Thanksgiving dinner with smoked turkey, all the trimmings, and pie in our conference room, and also set up tables outside to accommodate everyone. This event provided an opportunity for our Trustees, Advisory Council, and tenants to get to know each other in a relaxed and casual setting. The tenants were delighted to have a delicious feast and enjoyed interacting with each other.



Organizational Governance

Community Conscience has a Board of Trustees that dedicates their time on a completely volunteer basis. The Board of Trustees meets bi-monthly. All members are very active in the organization and participate by networking, updating our website and social media, fundraising, and projects. The following is a list of 2023 members.

Executive Committee

Dee Crawford, President
Woodrow Brokenburr, 1st Vice President
Sal Sandoval, Treasurer
Diane Milavetz, Asst. Treasurer
Pat Grant, Secretary
Fran Brough, Asst. Secretary

Board of Trustees

Susan Ahan
Barbara Ashcraft
Dave Crawford
Laura Conway
Mike Cox
Stephen Hagey
Sherrill Hyink

Aaron Kitman
Cheryl Klepper
Mina Layba
Larry Marquart
Gabrielle Pittle
Jean Saunders
Jacque Turner



2023 Advisory Council

Community Conscience has an Advisory Council which is comprised of community leaders. The purpose of the Advisory Council is to provide guidance and direction appropriate to the mission and operations of the organization. Advisory Council members are invited to participate in the organization's activities and events including Board of Trustee meetings where non-voting status is granted. Members serve a one-year term and may be reappointed annually with no term limits imposed.

Leonard Alexander
Frank Bellinghiere
Danielle Borja
Grant Brimhall
Chuck Cohen
Frank Dawson M.D.

June Glasmeier
Susan Holt
George Hutchison
Ricki Mikkelsen
Peter Mogg
Don Philipson

Maria Prescott
Phyllis Rickert
Hugo Roche
Ed Sahakian
Tex Ward
Joan Young

Staff Members

Executive Director: Robin Britt
Administrative Assistant: Marlene MacAulay

City of Thousand Oaks Liaison

Sarah Mailes

Financial Information

In the past few years, Community Conscience has relied on two main sources of income - the Mardi Gras Ball and a lease agreement with the County of Ventura. Fortunately, thanks to the continued generosity of our supporters and the community, we were able to avoid tapping into our reserves.

Every non-profit organization that uses our facilities pays \$0.35 per square foot to help cover the cost of utilities. These contributions cover 89% of the total utility costs, while Community Conscience covers the remaining 11%.

It's worth noting that the Employee Retention Tax Credit is a unique benefit that's available only in 2023. As part of the CARES Act, the IRS reimbursed payroll taxes to businesses that retained employees throughout the pandemic in 2020 and 2021.

Income

Interest & Dividends	\$36,503	8%
Donations & Grants	\$20,992	5%
Ventura County Lease Agreement	\$167,360	36%
Utility Reimbursement Contributions	\$50,566	11%
Mardi Gras Ball 2023	\$161,172	34%
Other Fundraisers	\$ 8,704	2%
Employee Retention Tax Credit	\$ 17,178	4%

Expenses

Payroll Related Expenses	\$109,103	22%
Administrative Costs	\$ 35,180	14%
Building Insurance	\$ 9,150	2%
Utilities	\$ 56,614	11%
Building Maintenance	\$182,064	37%
Fundraising Expenses	\$ 197	0%
Mardi Gras Ball	\$103,244	21%

Ways You Can Help

There are many ways to support Community Conscience, a 501(c)(3) non-profit organization, TIN #95-3310410. Please check with your tax advisor.

In Memorial and Honor Gifts: Your charitable gift is given to honor the memory or perpetuate the memory of a loved one. Following this donation, a letter will be sent to the designated person or family notifying them of your caring contribution. The amount of the gift is always confidential.

Donations of Cash: Your gift of cash, check, or via credit card payment can put your money to work immediately to help people in our community who are in need. This help is through programs offered at the Community Conscience building. You will be provided with a letter for income tax purposes.

Matching Gifts: Double or triple your gift through company matching gift programs for employees and retirees. To find out if your employer has a matching gift program, speak to the Human Resources Department. You can maximize the value of your donation by following the company's procedures and identifying Community Conscience as the recipient.

Donations of Stock: Contribute stock that has appreciated in value and receive a tax deduction for the full market value. This will eliminate the capital gains taxes you would have incurred from a routine stock sale. The stocks must have been held for at least one year. If you own stocks or other investments that have decreased in value, you could sell them and donate the proceeds. You may be able to deduct the loss from other income for additional tax savings. Together the two deductions may be worth more than the current value of the investment. Please check with your tax advisor.

Real Estate Donations: Gift a second home or other real estate to Community Conscience either outright or by bequest. You can preserve your cash assets, receive significant tax and income advantages and make a charitable gift at the same time. The gift of a remainder trust of your property allows you to continue to live in the residence for the rest of your life.

Donations of Tax-Deferred Retirement Plans and Life Insurance Policies: Donating retirement assets is one of the best ways to avoid costly income and estate taxes for your heirs. Naming Community Conscience as a beneficiary (or contingent beneficiary after the death of your spouse) of all or a specified percentage of any retirement plan assets can save your estate both income and federal estate taxes. You may also designate Community Conscience as the sole, partial, or contingent beneficiary of a new life insurance policy or one you and your family no longer require.