



Washington Masonic Charities

Annual Report 2015-2016

*Investing in youth and
education...*



*... providing comfort and
support for seniors and
those in need...*



*...preserving and sharing the
Masonic heritage of
Washington.*



Submitted By
Bro. Ken Gibson, MNPL
Executive Director
Grand Lodge of Washington, Free & Accepted Masons
June 2016



PO Box 65830 University Place, WA 98464 (253) 442-2505

June 6, 2016

Most Worshipful Grand Lodge of Washington, F. & A. M.
4970 Bridgeport Way W
University Place, WA 98467

Most Worshipful Brother Donald G. Munks, Grand Master,

I am pleased to submit this annual report on behalf of the Washington Masonic Charities (WAMC) Board of Trustees to the Most Worshipful Grand Lodge of Washington, Free & Accepted Masons.

In this report you will find an overview and summary of the accomplishments of both the Lodges in this Jurisdiction, as well as Washington Masonic Charities itself. We are proud of the work we have done, yet there is much more to do. Our nine Board Trustees, eight employees, and dozens of volunteers have labored hard to continue to build this organization and help us transform the charitable activity in the Washington Jurisdiction into something the Fraternity can be proud of.

This past year we have made great strides, and are enthusiastic about the future to come – this Fraternity and Jurisdiction are not only doing great things, but have the potential to do even more.

I want to especially thank the Brethren across the Jurisdiction for their support and willingness to engage with Washington Masonic Charities. Working together, we have the opportunity to help our communities reconnect with the Masonic Fraternity and the good work it does.

Fraternaly Yours,

Bro. Ken Gibson, MNPL
Executive Director, Washington Masonic Charities

Masonic Charity in Washington
A Snapshot of Lodge and WAMC Charitable Activity in Washington

Washington Masonic Charities (WAMC) is only part of the picture of Masonic Charity in Washington. Local Masonic Lodges across the state play a vital role in the good work of our Fraternity. The purpose of this page is to show a portion of Masonic Charity in Washington – our goal is to recognize the good work of the thousands of Freemasons in our communities across the state.

In May of 2016 Worshipful Masters and Secretaries of 175 Masonic Lodges in Washington were invited to participate in an electronic survey conducted by Washington Masonic Charities. The purpose of this survey was to develop a snapshot in time picture of the charitable work being conducted by Lodges in the Jurisdiction and to establish a base line. Based on the data and extrapolation the following picture is painted:

Blue Lodge Charity¹	
Lodges with Bikes for Books Programs	55%
Number of Bikes Distributed	948
Number of Schools Impacted by Program	355
Students (Schools x Avg. Elem. Sch. Size) Exposed to these reading programs	145,161 (30% of all elementary kids)
Value of Bikes Awarded	\$85,554
Scholarships Programs	55%
Blue Lodge Scholarships & Educator Awards	429
WAMC Scholarships & Educator Awards	10
<i>Total Scholarships Between Blue Lodges & WAMC</i>	<i>439</i>
Value of Blue Lodge Awards	\$305,000
Value of WAMC Awards	\$14,500
Total Scholarship Award Amount	\$319,500
General Blue Lodge Charitable Activity – Cash Donations	\$471,000
WAMC Volunteer Hours Value	\$123,896
WAMC Charitable Programs and Services	\$687,606
Total Combined Blue Lodge and WAMC Charitable Value	\$1,282,505

In addition to this, Lodges across the state report a vast number of activities and additional support that did not have a value attached. When all is said and done, charitable effort across the state is very likely in the realm of \$1.5 - \$1.75 million. That does not take into consideration all the work being done by Freemasons in their capacity as Shriners, members of Scottish Rite, Eastern Star, Amaranth, and many more Appendant and Concordant bodies.

The charitable work of Freemasons in Washington is incredible and we think it is important to recognize and celebrate the effort of each of the thousands of Masons in our state.

¹ The survey was distributed to Masters and Secretaries of Lodges. Duplicates were removed to determine a response rate of 45%. Analysis was conducted, and the data was extrapolated to develop the estimate. All numbers for WAMC included in this are not estimated, but actual.

Overview – Washington Masonic Charities 2015-2016

Washington Masonic Charities (WAMC) is the 501 (c) 3 nonprofit charitable partner of the Most Worshipful Grand Lodge of Washington, codified in Chapter 10 of the Washington Masonic Code. Its work covers Children’s Programs, Scholarships, Masonic Outreach Services (senior’s assistance), resource development (Planned Giving), and the Washington Masonic Library & Museum.

In 2012 the Grand Lodge of Washington reformulated the Masonic Retirement Center of Washington, by redefining its charitable purpose and merging it with the Washington Grand Lodge Masonic Library & Museum Association, and the Washington Child Identification Program (CHIPS). This created a single entity under the former Masonic Retirement Center tax identification number. Washington Masonic Charities is the renamed successor to the Masonic Retirement Center of Washington and the two other nonprofits.

WAMC’s goals are to provide charitable services and infrastructure to, support youth, assist seniors and those in need, and to promote the Masonic heritage of Washington. This work capitalizes on the values of Freemasonry by serving the Brethren, widows and orphans, as well as the general public.

WAMC is available to partner with local Lodges to aid and assist their local charitable efforts. This assistance includes providing fiscal sponsorship, planning and communication assistance as well as training in creating fundraising plans and how to properly manage charitable activities to not run afoul of the IRS.

Many significant activities have occurred during the 2015-2016 year.

- The initiation of a strategic planning program.
- The creation of several new programs, including a Youth Basic Needs Initiative, Masons Helping Neighbors aging in place partnership with Lodges, a partnership with Rebuilding Together to assist older adults and people with disabilities, the WA Masonic Charities Classroom Grant Program, and more.
- Washington Masonic Charities now has three office locations – one in University Place in the Grand Lodge Washington Masonic Center, one at the Kennewick Masonic Center, and our most recent in the Spokane Valley in Eastern Washington. Our Masonic Outreach Services staff are available to provide assistance for our older Brethren and widows, as well as others in the community who can benefit from our service.
- We are excited to report that this past year 4273 volunteer hours, valued at \$123,896 in contributed time. ²
- We successfully transitioned the Children’s, Public Schools Outreach (scholarships), Library committees to WAMC.
- Began a monthly electronic newsletter.
- Increased our social media followers from 40 to nearly 1,700.
- Transitioned to a new accounting system.
- Adopted new financial policies and procedures.
- Adopted gift acceptance policies.

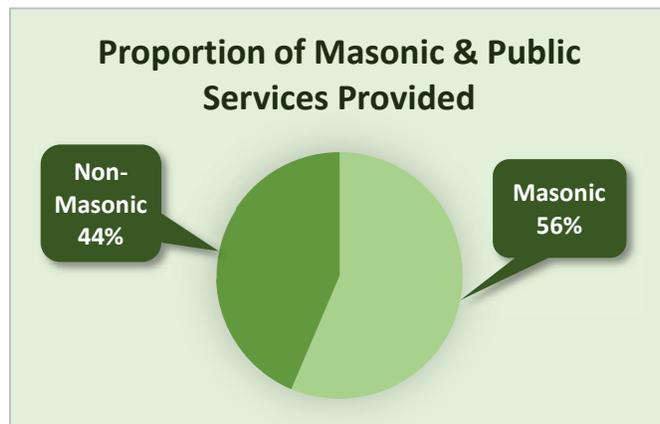
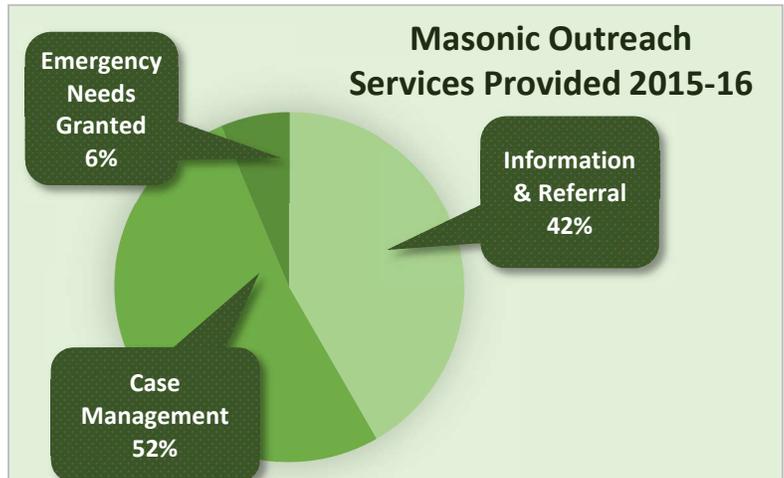
² Independent Sector values volunteer time in Washington State at \$28.99 per hour.
https://www.independentsector.org/volunteer_time

Masonic Outreach Services & Charity

Masonic Outreach Services provides services and support for older Master Masons in good standing, their widows, their immediate family, and older people in the general public.

Our goal for this program is to assure that all older adults and others with unique needs have the opportunity to live their life with meaning, independence, and dignity.

We accomplish our work by providing education outreach, information and referral, case management, and emergency charitable assistance, and partnership with other organizations and service providers. Masonic Outreach Services is unique, because our program often helps people who otherwise may not be eligible to receive assistance.



Charitable support was conducted by Masonic Outreach Services staff the emergency needs funds. Several families in need were assisted through this element of our program. In addition, the Board of Trustees established a Disaster Relief Fund to assist people who have survived fire, natural disaster, etc. The fund is not large (\$10,000) but will help address unmet immediate needs in the event of a

disaster.

Our major focus in 2015-16 was to 1) establish an effective education outreach program to inform both Masons and the community, 2) to continue to move in the direction of supporting aging in place, and 3) initiate our second satellite office in Spokane Washington. The bulk of WA Masonic Charities budget is spent on the Masonic Outreach Services program. The majority of clients in the program are Masons or widows of Masons.

Masonic Outreach Services Accomplishments

- Provided 658 services for older adults and others in need.
- Granted 42 requests for emergency needs or charitable assistance.
- Reached 2,851 individuals through 83 education outreach activities.
- Partnered with Rebuilding Together in five counties (Pacific, Grays Harbor, Thurston, Pierce, and Spokane) to provide direct aging in place and home repair/modification assistance for dozens of low income seniors and people with disabilities.
- Partnered with the Washington Attorney General's Office, as well as several Area Agencies on Aging to provide information on senior fraud and accessing the service system.
- Built our presence in the Mid-Columbia Basin with a Masonic Outreach Services Office in Kennewick with new case manager.

- Identified and initiated second Eastern Washington office in Spokane, and hired Spokane Area Masonic Outreach Services Case Manager.
- Created the Masons Helping Neighbors aging in place partnership program with Lodges.

Children's Programs & Scholarships

Children's programs are comprised of five sub programs, including Bikes for Books, Washington Safety Identification Program (CHIPS), Basic Needs and Assistance, Masonic Model Student Assistance Program, and Safe Schools anti bullying program.

Children's Programs

Considerable work was done in 2015-16 to identify and develop new children's program opportunities to support our communities least advantaged children – homeless, foster, and disadvantaged youth. The purpose of this was to align with the Masonic value of providing support for orphans. In today's world orphans are more frequently seen in the foster system, or as unaccompanied homeless youth. In Washington state there are more than 35,000 homeless children enrolled in the public schools. WAMC worked with school districts and the Office of Superintendent of Public Instruction to identify gaps in services and unmet needs and has established a new Basic Needs program for 2016-2017.

In addition, the Board of Trustees approved a classroom grant program to provide small assistance to teachers and classrooms to provide support and have impact on more children's education.

Children's Program Accomplishments

- Established a Children's Basic Needs Initiative to provide assistance and support for homeless, foster, and disadvantaged children to assure that they are successful in school and have the opportunity to grow.
- Created a classroom grants program to assist teachers with small projects.
- Helped the Nourishing Network provide more than 1,000 weekend meals for homeless and disadvantaged kids.
- Partnered with the North Central Washington Community Foundation and Grace Lutheran Church in Wenatchee to support its backpack program, which helps hundreds of homeless and disadvantaged children with meals and school supplies.
- Provided support for Community Youth Services efforts to provide outreach, meals, and basic needs for homeless young people in Pierce and Thurston Counties.
- Helped to support Spokane's Martin Luther King Jr. Family Resource Center's efforts to provide more than 26,000 participation hours for disadvantaged kids. The MLK Jr. Family Resource Center provides school year and summer programs that help children have meals, a safe place to go, and opportunities to learn.
- Provided funding for iPad technology for the Auburn Transition Assistance program, which works with young people with disabilities to help provide them with education, information, training, and supports to develop life skills that will improve their ability to be independent after their school years.
- Reduced the number of WA DECA kid's unable to participate in business leadership and entrepreneurial education programs by 50%.
- Procured four new CHIPS PC systems, including new secure wireless technology for smart phone apps.

Scholarships

WAMC Scholarships provide financial assistance for deserving youth. These scholarships support individuals who will be obtaining higher education in four year universities, two year colleges, and vocational schools.

In 2015-16 the Scholarship Committee, under the very capable leadership of WB Darrick Hayman, recommended the distribution of \$14,500 to ten individuals, comprised of juniors and seniors. Scholarship amounts ranged from \$4,000 to \$1,000, plus one \$500 outstanding educator award. This also includes three scholarships for individuals within the masonic bodies – one scholarship each for DeMolay, Jobs Daughters, and Rainbow. WAMC is working toward expanding the scope and amount of scholarship dollars awarded in 2015-16. Finally, WAMC awarded one educator of the year award for an innovative and deserving educator. This was a \$500 award.

Scholarships Program Accomplishments

- Organized and implemented 2015-16 effort, connecting with all Lodges and Districts in the Jurisdiction.
- Reviewed 83 applicants forwarded by District Deputies.
- Committee Authorized ten scholarship awards and outstanding educator award.
- Committee reviewed program, made recommendations, and will be streamlining process for 2016-17 year, providing more effective online application

Library & Museum

The Library and Museum has had a busy year with focus on the Library World book database, Internal Processes, and new tasks such as the Apron Crypt. We have two new volunteers, Bill and Ruth Vidunas, they have taken over the artifact photography, documentation, and management of the Photo Archive for the Museum. We have scheduled regular monthly staff meetings attended by the Executive Director of Washington Masonic Charities to communicate and coordinate ongoing activities.

The first major event in 2016 was attending the MLMA / Quarry Project meeting in Indianapolis Indiana. We presented a workshop on photographing artifacts which was well attended. Local tours included the Indiana Masonic Library and Museum where we investigated their Intern program for possible implementation here.

Our visitor count is still increasing. June 2014 to May 2015 had 114 visitors increasing to 311 visitors for the 2015-16 period. We hosted weekend visits by special request from Jobs Daughters, and the Sons of Hiram Motorcycle group. Every Wednesday at 9:30am we host a Masonic Discussion group consisting of about 10-12 Masons, and we are open for special requests as needed.

The Museum has developed a process to support the Grand Lodge Apron Crypt. We received and processed more than 86 aprons for last year and to date this year we have processed 67. We receive, photograph, and document with artifact numbers each apron, then seal them in plastic; those of historical significance become part of the Museum collection, the rest are placed in the apron crypt at a Grand Lodge ceremony each summer. All aprons are displayed on our Museum Apron Archive webpage: <http://www.wamasonicgllm.org/masonic-apron-archive.html>

Use of the Photo Archive continues to rise with over 209,000 photos in 1,981 albums, total storage over 1 TB. A scan of activity over the last 3 months shows from 20 to 55 visitors to the archive every day. The archive supports contributions from the photography committee, Library and Museum, and all of the Masonic concordant bodies which this year included the Red Cross of Constantine (York Rite) worldwide annual meeting held in Sea-Tac, WA.

We continue to support background activities such as genealogy requests from Masons and non-Masons looking for relatives with Masonic connections. In addition, we have also researched and provided historical information and photographs to several Masons who were making presentations to their respective lodges.

The addition of our collection to the Library World database has required a re-work of our call number, location, and collection handling processes and re-organization of 33,000 books and articles. Library World supports barcodes for inventory and check-in and out. Those functions should be working by June 2016 following an upload of the revised database.

The Satellite Library system has been re-vamped into Branch Libraries of the Main Library with the branch library collections becoming part of the Library World index. Currently we have 5 branch libraries going online in 2016. They include Verity, University, Bremerton, Sequim, and Richland. Each branch library will have an administrator with admin edit capabilities for their collection in Library World.

Resource Development (Planned Giving)

Over the past year staff and volunteers have given considerable effort to creating a diversified fundraising approach to both grow and diversify our capacity for accepting philanthropic gifts. We have implemented systems, adopted policies, participated in training and education, and begun the work of planning.

An effective planned giving program is the result of having a solid foundation of best practices resource development activities. 85% of all donations nation-wide come from individuals, so this is where our focus is developing. To accomplish this, staff have been working on establishing annual giving programs, from which individuals, over time, can be identified who may be interested in making planned gifts or bequests. Planned gifts can often take decades to “mature,” and only when organizations clearly articulate their mission, vision, values and goals. And then only when the outcomes are seen as being valuable and beneficial. Currently, WAMC does not have a singularly focused fundraising professional to guide this effort. While the Executive Director has significant experience in this area, effective fundraising is the result of focus and time. The program will improve over the next 3-5 years.

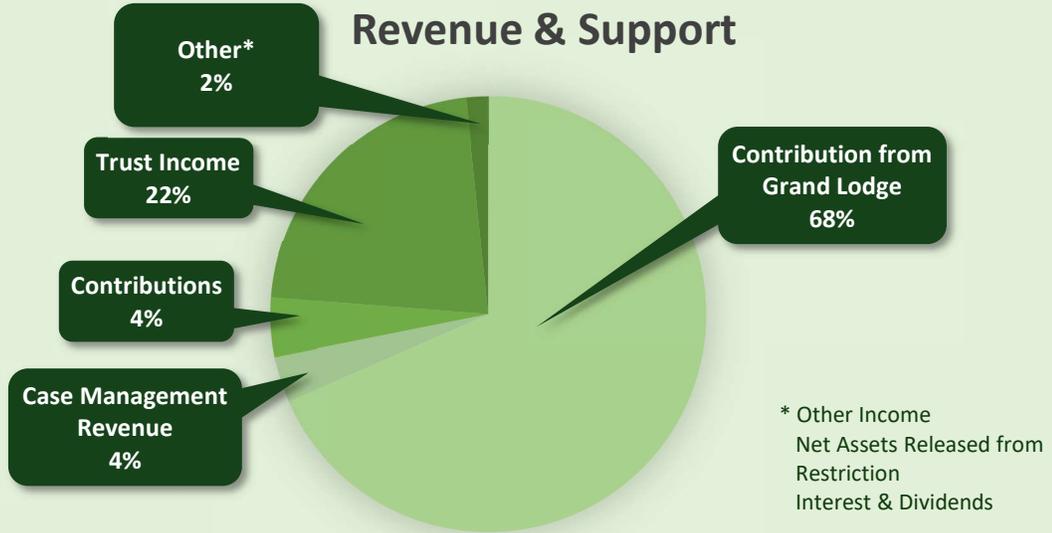
Finance

Past Grand Master, Dean Heinemann was elected to the position of WAMC Board Treasurer in 2015, and has organized the WAMC Finance Committee into an effective oversight group. Under his leadership new finance policies and procedures were adopted, the accounting system was changed, and the committee met regularly to assure oversight, transparency and accountability.

The most significant activity that occurred over the past year has been the separation of the WAMC finances from the Grand Lodge, and the transition of the accounting system from the Sage accounting system to QuickBooks. This proved to be a challenging task and took a considerable portion of the year.

At the time of this writing, WAMC’s financial statements, systems, and procedures were undergoing an audit by an independent Certified Public Accountant. This final audit was not available at the time of the preparation of this report. Our ability to provide audited financial statements for the Fraternity at the June 2016 Annual Communication have been delayed due to research of information pertaining to funds held by related organizations that had been submitted on previously submitted IRS 990 reports. When the final is available it will be posted on our website.

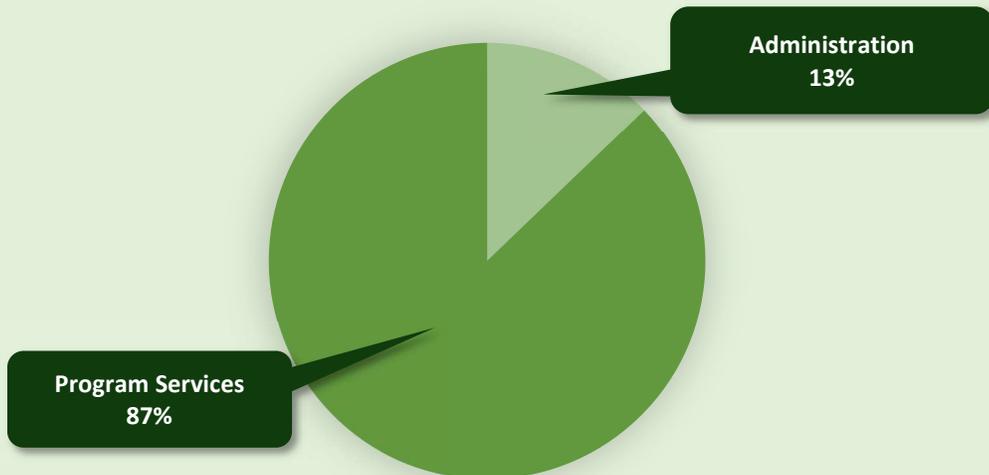
Revenue & Support



Expenditures By Program & Service



Expense Ratios



Balance Sheet (Draft)³

	<u>2016</u>
Assets	
Current Assets	
Cash and cash equivalents	\$ 894,246.00
Related-party receivable	\$ 3,794.00
Investments	\$ 448,924.00
Total Current Assets	<u>\$ 1,346,964.00</u>
Property & Equipment , Net	<u>\$ 29,899.00</u>
Total Assets	<u>\$ 1,376,863.00</u>
Liabilities and Net Assets	
Liabilities	
Accrued Liabilities	\$ 7,213.00
Net Assets	
Unrestricted	\$ 1,072,130.00
Temporarily Restricted	\$ 297,520.00
Total Net Assets	<u>\$ 1,369,650.00</u>
Total Liabilities and Net Assets	<u>\$ 1,376,863.00</u>

³ Draft Prepared by Johnson, Stone & Pagano CPA, LLP; unaudited.

Statement of Revenues, Expenses and Change in Net Assets (Draft) – Modified Cash Basis⁴

	2016	
CHANGE IN UNRESTRICTED NET ASSETS		
Revenues and Support		
Contributions from Grand Lodge	\$	711,002.00
Case Management Revenue	\$	35,953.00
Contributions	\$	45,183.00
Contributions Received From		
Trusts	\$	230,009.00
Interest and Dividends	\$	2,287.00
Gain (loss) on Investments	\$	(5,390.00)
Other Income	\$	13,794.00
Net Assets Released from		
Restrictions	\$	6,442.00
		<hr/>
	Total Revenues and	
	Support	
	\$	1,039,280.00
Expenses		
Program Services	\$	687,606.00
Support Services		
Management and General	\$	100,973.00
		<hr/>
	Total Expenses	
	\$	788,579.00
Increase in Unrestricted Net Assets	\$	250,701.00
CHANGE IN TEMPORARILY RESTRICTED NET ASSETS		
Net Unrealized and Realized Loss on		
Investments	\$	(13,843.00)
Interest Income	\$	5,049.00
Contributions	\$	1,000.00
Net Assets Released from Restrictions	\$	(6,442.00)
		<hr/>
Increase (Decrease) in Temporarily Restricted Net Assets	\$	14,236.00
Total Change in Net Assets	\$	236,465.00
Net Assets at Beginning of Year	\$	1,133,185.00
		<hr/>
Net Assets at End of Year	\$	1,369,650.00
		<hr/> <hr/>

⁴ Prepared by Johnson, Stone & Pagano CPA, LLP; unaudited.

2014-15 Board of Trustees

Officers

Sam Roberts, President

David Colbeth, Vice President

Zane McCune, Secretary

Dean Heinemann, Treasurer

Trustees

Don Munks, Trustee

Jim Mendoza

Warren Schoeben

Jim Kendall

David Owen

Staff

Ken Gibson, MNPL, Executive Director

Byron Cregeur, Masonic Outreach Services Director

Andrea Hall, Western Washington Case Manager

Megan Johnson, Western Washington Case Manager

Marcia Washburn, LPN, Senior Support Specialist

Pam Hames, Columbia Basin Case Manager

Monica Bradley, Office Manager

Washington Masonic Charities would like to also recognize the hard work and dedication of the Committee Members who worked tirelessly and with nothing expected in return to make these programs and services exceptional in our Grand Jurisdiction. A heartfelt thank you to each of them! We would be nothing without their dedication. Thank you!