

39 Scofieldtown Road
Stamford, CT 06903

203.322.1646 telephone
203.322.0408 fax
stamfordmuseum.org



Stamford Museum
& Nature Center

MEMORANDUM

Board of Directors

Harry Day*
President

Karen M. Kelly *
Vice President

Douglas L. York, Ph.D.*
Vice President

Daniel L. Schwartz *
Secretary

Kathleen M. DeCruze*
Treasurer

Sarah Bull
Maureen Cacace
Colin Campbell
Frank Cerasoli*
Lynn Villency Cohen
Lynne Colatrella
Mary Fedeli*
Tammy Felenstein
Keith Friedman
J. Todd Gambino
Ellen Komar
Jason C. Putter
Dr. Pauline Rauh
Jameson Riley
Robert Stoddard
Todd Wood

Melissa H. Mulrooney*
Chief Executive Officer

*Executive Committee

- TO:** Board of Representatives
Sean Boeger, Lindsey Miller, Co-Chairs, Board of Representatives
Fiscal Committee
- FROM:** Melissa H. Mulrooney, CEO and Harry Day, President
- DATE:** March 26, 2024
- RE:** SM&NC 2024.25 Operating Request - \$1,364,750
- Annually, we competitively raise 70% of our \$4.6 million operating income through strategic earned and philanthropic sources.
 - From our annual Audited Financials, 80% of our operating budget goes directly to support the delivery of constituent programs and services to some 200,000 constituents. This is a source of great pride.
 - For the last three years, we have taken on our Information Tech operating and conversion expenses (currently \$175,000 on \$190,000 investment so far) to function independently from historic City tech support.
 - We continue to come back well from many uncertainties in our economy. Our renowned **SM&NC-Aligned-With-Our-Schools** program with school classroom visits and onsite emersions, After School programs, and Camp programs served over 33,000 students this year. [Pre-Covid we were serving some 47,000 participants.]
 - Our highly skilled education team are now serving **142 schools** with a dedicated focus on **34 Title1/Low-income** schools. [Pre-Covid we served 155 schools.]
 - Since 2021, our inspired **Animals For All special needs program** has aligned with 7 community partners such as **Abilis, K.T. Murphy, Hart Magnet, Julia Stark** schools and others to bring valuable service. Our program welcomes children with disabilities and helps with hands-on animal care and innovative “open farm” activities on Heckscher Farm.
 - **NEW** and launching this fall 2024, we are introducing our new SM&NC **Kindergarten** – the “**Heckscher FarmerGarten**” school in our original red Heckscher Barn. We are currently renovating and managing our State Certification. Adding to our Pre-School and our early education portfolio.



We do truly depend on the generosity and historic financial support from the City to meet essential expenses required to operate this 118-acre complex and diverse campus to safely serve Stamford's residents, schools, and visitors.

We are deeply grateful for the City's historic support as we continue our diligence of enhancing the Stamford Museum & Nature Center for the educational enrichment and recreational enjoyment of the community for decades to come.

With heartfelt thanks,

A handwritten signature in black ink that reads "Harry Day".

Harry Day
President, Board of Directors

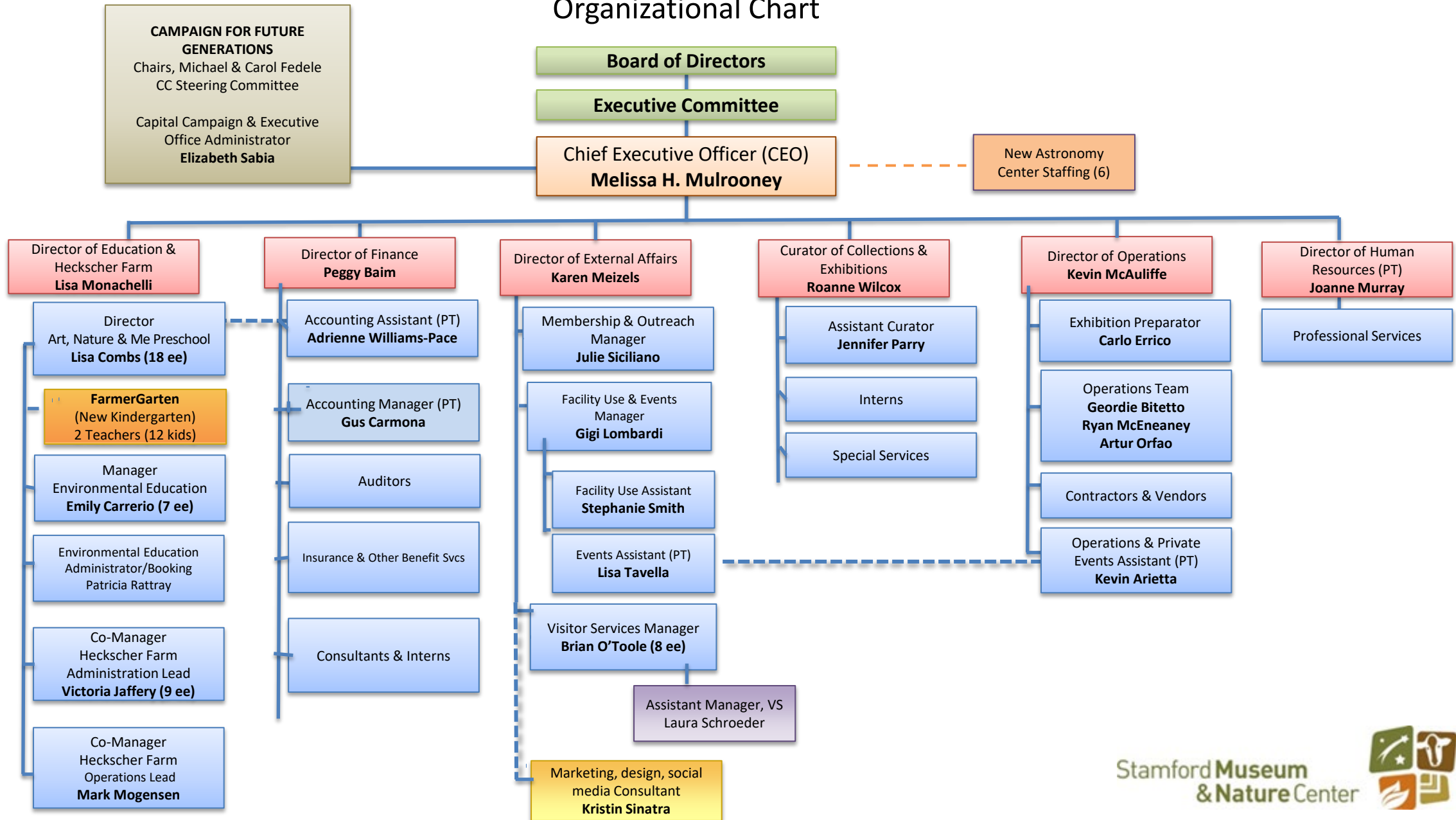
A handwritten signature in black ink that reads "Melissa H. Mulrooney".

Melissa H. Mulrooney
Chief Executive Officer

Stamford Museum & Nature Center

Fiscal Year 2023-2024

Organizational Chart





Stamford Museum & Nature Center

City of Stamford FY2024/2025 Operating Budget Request

	YTD Actual February 2024	FY24 Board Approved Budget	FY24 Latest Forecast	FY2024-25 Budget
PUBLIC SUPPORT AND REVENUE				
City of Stamford	885,000	1,325,000	1,325,000	1,364,750
Contributions	304,930	467,000	459,500	480,250
NAA	28,090	35,000	35,000	110,500
Annual Appeal	54,388	65,000	65,000	65,000
Fundraising Events	18,362	150,000	150,000	150,000
Membership	248,203	420,000	420,000	425,000
Adult Programs	11,446	58,000	58,000	60,000
Facility Use	215,639	300,000	300,000	300,000
Classes:				
Pre-School	446,500	670,000	670,000	670,000
Kindergarten	-	-	-	162,000
Camp	130,121	122,500	130,000	130,000
Education Programs	31,827	57,300	57,300	60,000
Groups	62,211	135,000	135,000	137,000
Admission	176,574	295,000	295,000	300,000
Festival Events	60,780	140,000	140,000	140,000
Retail Sales	45,256	71,500	71,500	73,300
Other Income	37,628	11,200	11,200	11,200
TOTAL PUBLIC SUPPORT AND REVENUE	2,756,955	4,322,500	4,322,500	4,639,000
EXPENSES				
Compensation	1,672,680	2,350,000	2,350,000	2,462,500
Payroll Taxes	130,183	194,000	194,000	202,000
Benefits	152,541	270,000	270,000	273,000
Professional Fees	129,399	196,000	196,000	200,000
Supplies & Program Expense	112,825	202,500	202,500	205,500
Telephone/Cable/Software	63,378	86,000	86,000	86,000
Exhibitions	45,688	88,000	88,000	110,000
Property Repairs & Maintenance	231,953	327,000	327,000	344,000
Farm & Animal Care	88,481	134,500	134,500	138,000
Utilities	95,546	143,000	143,000	147,000
Print Publications	27,426	57,000	57,000	57,000
Postage	8,372	16,000	16,000	16,000
Marketing & Advertising	22,638	37,000	37,000	37,000
Meetings/Dues/Subscriptions	12,910	17,000	17,000	17,000
Insurance	79,001	118,000	118,000	122,000
Cost of Sales- Merchandise	14,578	33,000	33,000	33,000
Bank Fees	41,141	51,000	51,000	52,000
Capex & Other Misc. Expense	7,353	-	-	135,000
TOTAL EXPENSES	2,936,093	4,320,000	4,320,000	4,637,000
Surplus(Deficit) before Non-Recurring Expenses	(179,138)	2,500	2,500	2,000
Non-Recurring Expenses:				
Oil Tank Soil Remediation	90,000		90,000	
Surplus(Deficit) From Operations	(269,138)	2,500	(87,500)	2,000

Confidential

STAMFORD MUSEUM & NATURE CENTER
MISSION, GOALS & INSTITUTIONAL GROWTH
City of Stamford 2024.25 Operating Funding Request
Mayor Caroline Simmons
Board of Finance & Board of Representatives

Mission Statement

The Stamford Museum & Nature Center is dedicated to the preservation and interpretation of art and popular culture, the natural and agricultural sciences, and history. The Museum is a vital cultural and educational resource for the community, and a focal point for family activity and interaction. We seek to inspire creativity, foster self-discovery, steward environmental sustainability, and nurture an appreciation for lifelong learning through exhibits, educational programs, and special events that enhance the visitor's experience of our unique site.

Mayor Simmons Recommended Support

\$1,364,750

Our Key Community Impact, Challenges, and Community Service

Since 1936, the Stamford Museum & Nature Center, a 501 (c) (3) private, non-profit, has served as **Stamford's museum** and by 1955, one of the largest nature-based educational institutions in Connecticut and the largest in the City of Stamford. The City of Stamford has been an historic funding partner since 1939.

COMMUNITY IMPACT

- From our annual Audited Financials, 80% of our operating budget goes directly to support the delivery of constituent programs and services to Stamford and our shoulder communities creating **Mission-Focused vitality**.
- Annually, we raise 70% of our \$4.6 million operating income through other earned and philanthropic sources in a highly competitive non-profit field.

CHALLENGES

- For the last three years, we have taken on our Information Technology conversion expenses (Currently \$175,000 on \$190,000 investment so far) to function independently from historic City tech support. New annual operating costs range \$35,000-\$40,000 and will increase further with phone conversion.
- In July 2023, at the beginning of the current FY 2023.24, we tackled an unexpected \$90,000 oil tank remediation and tank replacement at our Gatehouse at the Scofieldtown Road entrance of our property. We rent our Gatehouse as a source of income.

IN-DEMAND EDUCATIONAL SERVICE

- We continue to navigate carefully from the pandemic and economic uncertainties. Our renowned **SM&NC-Aligned-With-Our-Schools** program with school classroom visits and onsite emersions, **After School** programs, and **Camp** programs served over 33,000 students this year. [Pre-Covid we were serving some 47,000 participants.]
- Our highly skilled Education team is now serving **142 schools** with a dedicated focus on **34 Title1/Low-income** schools. [Pre-Covid we served 155 schools.]
- Since 2021, our inspired **Animals For All** special needs program has aligned with 7 community partners such as **Abilis, K.T. Murphy, Hart Magnet, Julia Stark** schools and others to bring valuable service. Our program welcomes children with disabilities to help with hands-on animal care and innovative "open farms" activities on Heckscher Farm.

STAMFORD MUSEUM & NATURE CENTER
MISSION, GOALS & INSTITUTIONAL GROWTH
City of Stamford 2024.25 Operating Funding Request
 Mayor Caroline Simmons
Board of Finance & Board of Representatives

- **NEW** and launching this fall 2024, we are introducing our **SM&NC Kindergarten** --- the **“Heckscher FarmerGarten”** school in our original red Heckscher Barn. We are currently renovating and managing our State Certification. We have answered the community concern about the school year age change. This adds to our Pre-School and our early education portfolio.

As a High-Performance organization, we regularly collect data and benchmark programming to assist with forecasts and inform our year-over-year program budget development and financial performance.

Stamford Museum & Nature Center	2022-2023 Participants	2021-2022 Participants	Difference	2020-2021 Participants	FY18-19 "Pre-Covid"
General Admission	124,440	121,433	2%	117,927	106,980
Regional Camp Visits	1,398	-	100%	-	3,492
SM&NC Camp Programs	3,550	3,372	5%	2,590	5,009
Pre-School Programs	14,100	10,165	39%	6,386	13,360
SM&NC-in-Schools & Onsite	29,275	28,407	3%	12,142	42,270
Facility Rentals	8,145	8,165	0%	2,787	3,878
Community Events	10,136	9,321	9%	13,928	8,375
Fund-Raising Events/Adult Programs	1,729	1,855	-7%	3,834	998
Volunteer Support	1,393	1,352	3%	1,002	4,100
Total Visitors/Community Served	194,166	184,070	5%	160,596	188,462

- **As illustrated in the chart above**, our incremental recovery has come through Stamford Public Schools normalizing their alignment with bus trips and in-school programming that we diligently serve.
- Our approach to 2024.25 Budget development is conservative given the uncertainty economic pressures. We have anticipated and are managing to pressure on insurance, utilities, and maintenance cost increases.

Looking ahead to FY 2024.25

- We expect our education programs to continue with incremental growth as Stamford schools normalize, with modest growth expected for membership and earned income.
- We have reimagined program and event models with more certainty of execution and return.
- We are presenting a balanced budget for FY 2024.25 which reflects innovative creative work on our recovery with the City’s historic support.

On behalf of the Board of Directors, we respectfully request the City of Stamford’s continued investment of \$1,364,750 in Operating Support to the Stamford Museum & Nature Center.

STAMFORD MUSEUM & NATURE CENTER
MISSION, GOALS & INSTITUTIONAL GROWTH
City of Stamford 2024.25 Operating Funding Request
 Mayor Caroline Simmons
Board of Finance & Board of Representatives

FY 2025-31 CAPITAL SUPPORT REQUEST for the SM&NC

<u>Planning Board Capital Request 2025-2031</u>	\$232,000
CP3343 SM&NC Capital Request	
<ul style="list-style-type: none"> • Three air conditioning unit replacements and some critical campus-wide tree removal. 	\$100,000
SM&NC 1359 001359 Capital Request	
<ul style="list-style-type: none"> • Various equipment and vehicle replacement, ie. Truck; Tracker ATV; replacement SUV; two golf carts; lumber sawmill. 	\$132,000

SMNC Capital Requests City of Stamford FY 2024.25

SM&NC 2024-25 City of Stamford Capital Support Requests - Melissa H. Mulrooney, CEO			
Item	Location	Immediate needs.	Estimated cost
SM&NC 133 CP3343		Site & Infrastructure Improvements	
Roof AC replacement	Bendel Mansion Gallery	Aged, failed 5 Ton unit - includes \$5k installation	25,000.00
Attic AC replacement	Overbrook Classroom	Aged, failed 5 Ton unit - includes \$5k installation	25,000.00
Outdoor AC replacement	Bendel Mansion, Basement	Aged, failed 5 Ton unit - includes \$5k installation	25,000.00
		Total	75,000.00
Critical tree removal	Campus wide	Diseased & downed tree removal on the campus for safety. Three phased scope in 2024.25.	25,000.00
		Total	100,000.00
SM&NC 1359 001359		Equipment & Vehicle Replacement	
In Priority Order			
Lumber Sawmill	For use campus wide	To repurpose lumber taken down on the campus for fencing, barn repairs, farm animal housing, benches, picnic tables.	20,000.00
Replacement SUV	Heckscher Farm	Failed vehicle (donated Subaru Forester) for animal transportation for off campus education programs	40,000.00
Operations & Farm Truck	Operations & Farm	Critical need for new truck. Have been using donated, used trucks for 18 years.	50,000.00
Tracker ATV vehicle	Operations	Failed ATV	12,000.00
2 Golf carts	Heckscher Farm	Aged, failed golf carts	10,000.00
		Total	132,000.00
		Two Capital Requests Total	232,000.00

Capital Project Request FY 2025-2031

10/12/2023 2:13:03 PM

1359 001359 EQUIPMENT & VEHICLE REPLACEMENT

Agency: 0680 Non City Agencies: Stamford Museum
Contact: Melissa H. Mulrooney - (203) 977-6565 - mmulrooney@stamfordmuseum.org
Location: 39 Scofieldtown Rd, Stamford, CT 06903
Neighborhood: North Stamford **Voting District:** 20

		Dept Priority	1	Tier	0
Oracle Date		YTD Balance			
Encumbered		Amount Available			
Advanced		Unfunded			

Project Description - Needed in priority order: New wood sawmill (20k); Replace SUV (40k); Replace Operations and Farm Truck (50K); Replace tracker ATV vehicle (12k); Replace 2 Golf carts (10k)

Detailed Project Cost		Justification for Inclusion in Capital Plan
Design Development	\$0	<input checked="" type="checkbox"/> Cost Savings
Construction Related	\$0	<input checked="" type="checkbox"/> Life Safety
Equipment Acquisition	\$132,000	<input checked="" type="checkbox"/> Continues On-Going Project
Miscellaneous Costs	\$0	<input type="checkbox"/> Leverages Other Funds
Professional Services	\$0	<input checked="" type="checkbox"/> Infrastructure
Land Acquisition	\$0	<input checked="" type="checkbox"/> Quality of Life
Art Work	\$0	<input checked="" type="checkbox"/> Plan Related
FY 24/25 Total	\$132,000	<input checked="" type="checkbox"/> Public Safety Health
		<input type="checkbox"/> Mandated Legal
		<input checked="" type="checkbox"/> Positive Revenue Impact
		<input checked="" type="checkbox"/> Positive Operational Impact/Efficiency
		<input type="checkbox"/> Other

Method Used in Estimating Cost:	Estimated change in annual operating cost:
Past Experience	\$0

Request		FY 24/25					Capital Forecasts						Total
Funding Source	Term	Dept	Planning	Mayor	BOF	Adopted	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	
Bond (City)	5	132,000	0	0	0	0	50,000	50,000	50,000	0	0	0	282,000
		132,000	0	0	0	0	50,000	50,000	50,000	0	0	0	282,000

Comments - For over eighteen years, we have purchased used or received donated used equipment and vehicles. We are challenged with a diminishing and failing fleet, and their maintenance.

