



## PROSPECTUS BERCO

*Making a Difference for People with Disabilities*



*We have many artists at Prospectus Berco, and Felix loves to display his art work in the classrooms.*

### Mission Statement

*Prospectus Berco inspires people with special needs to lead meaningful lives by providing innovative supports.*

840 William Lane, Reading, PA 19604  
610-372-4637  
[www.prospectusberco.org](http://www.prospectusberco.org)



## Reaching Beyond Expectations



**PROSPECTUS BERCO**  
**2018 Annual Report**



## CEO/Executive Director's Message

It is with enormous pride that I present Prospectus Berco's 2018 Annual Report recognizing our generous donors, reporting audited financial data from fiscal year July 1, 2017, through June 30, 2018, and sharing programmatic highlights through photos and statistics. Once again we had an exceptional year marked with significant, positive accomplishments as we fulfilled our mission of inspiring people with special needs to lead meaningful lives by providing innovative supports.

A primary focus of our Day Services Programs in 2018 was increasing the provision of services in community settings in line with State and Federal mandates for Community Participation Supports (CPS) and Employment First. What we learned firsthand was that giving individuals opportunities to volunteer, work, recreate, pursue hobbies, learn, and socialize in their communities is awe inspiring. We know that we made a wonderful difference in someone's life when they couldn't stop smiling from ear to ear as they left for the day. A secondary benefit has been that individuals working as part of job crews at a variety of local businesses (UGI, Sweet Street, Isolator Fitness, Clover Farms, Berks Technical Institute, and Bimbo Bakery) distinguished themselves as exceptional workers and valuable assets to the companies' teams.

Continuing with additional initiatives outlined in our Corporate Strategic Plan, we expanded our technological applications and use, conducted a risk assessment on our IT system, replaced or upgraded essential hardware, and automated multiple fiscal and HR processes. Strengthening our workforce through hiring for culture, communicating a mission-driven work culture based on corporate values, and prioritizing improved employee compensation initiatives when fiscally feasible were other strategic plan goals we accomplished. An employee contest to create a motto, *Reaching Beyond Expectations*, resulted in a catch phrase that encapsulated our corporate culture of caring and excellence in all our interactions with co-workers and individuals receiving services. Finally and importantly, Prospectus Berco was able to increase our entry level position start rate to \$11.25 per hour and award 7% raises and 7% bonuses.

Reading this report it is my sincere hope that you agree that Prospectus Berco is accomplishing its mission each and every day thanks to the dedicated professionals, volunteers, families, and individuals receiving services.

*Jody H. Wagner*

## 2018 DONOR REPORT JANUARY 1, 2018 TO DECEMBER 31, 2018

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Reading Public Museum  
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Benjamin Spencer  
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Tee Time Golf Pass  
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Jody Wagner  
Wal-Mart Stores, Inc.  
Weis Food Markets  
Christine Werner  
Eileen Yeager  
Yorgey's/National Dry Cleaning  
Mark Zebrowski

**Please accept our apologies for  
any inadvertent omissions.**

# 2018 DONOR REPORT

## JANUARY 1, 2018 TO DECEMBER 31, 2018

### FRIENDS \$1-\$99 (cont.)

Glenn & Sally Miller  
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### IN-KIND DONATIONS

Adventure Aquarium  
 Kim Alarcon  
 Berkshire Country Club  
 Beverly Hills Tavern  
 Bistro 614  
 Marlin Bower  
 Brewer's Bar & Grill  
 Café Sweet Street  
 Canal Street Pub & Restaurant  
 Chapel Hill Golf Course  
 Cloud Nine Café  
 Clover Farms Dairy  
 David Cocuzza  
 Crayola Experience  
 Debbie Dallago  
 Dans at Green Hills  
 Dorney Park & Wildwater Kingdom  
 DoubleTree Reading  
 FedEx Services  
 Kristen Fisk



## NEW MOTTO

### *REACHING BEYOND EXPECTATIONS*

Prospectus Berco formulated a three-year strategic plan in 2017 identifying one of our goals as promoting and living the culture which we have established for over 40 years. We pride ourselves in having a culture that strives to be a positive and uplifting experience for program participants and the employees who work at Prospectus Berco.

A committee of employees was formed to work on a specific objective of creating a motto that best describes our culture and encouraging the use of mission moments prior to meetings. Mission moments allow us to focus on why we are here and what we hope to accomplish.

A motto contest was held in 2018 in which employees were urged to submit mottos describing our culture. The motto submissions were narrowed down to four entries giving employees the opportunity to vote for their favorite motto. In August of 2018, the winner was announced.

The motto at Prospectus Berco is *Reaching Beyond Expectations* submitted by Resident Advisor, John Plummer. So what does that mean? It means that we are doing what we have always believed in and strived for. We focus on everyone's ability and encourage program participants and employees to be and do their best. As you page through the Annual Report, we hope you recognize how meaningful this motto is in our day-to-day practice of providing motivation and hope in *Reaching Beyond Expectations*.

# Board of Directors—2018

## Officers of the Board

Richard P. Aulenbach, President  
*President and CEO, RPA Engineering*

Carol Troxel, Vice President  
*Retired Director of Operations Planning, Carpenter Technology*

Richard S. Waldron, Treasurer  
*Senior Financial Advisor, RKL Wealth Management LLC*

Betty Koppenhofer, Secretary  
*VP Commercial Operations, Santander Bank*

## Board Members

Donald Arnholt  
*Administrative Director, Tower Health System*

Michael Billera-Smith \*appointed to board September 2018  
*Vice President & Financial Advisor, Fulton Financial Advisors*

Mark Chaknos  
*Associate Real Estate Broker, Century 21 Park Road*

Dale G. Derr  
*Director of Berks County Department of Veterans Affairs*

Susan Kolb  
*Director of Admissions for Graduate and Adult Education,  
Alvernia University*

Kristine M. Leaman, MD  
*Physician, Tower Health System*

Brian M. Long, Jr. \*resigned from board May 2018  
*Life Improvement Specialist, Freedom Toyota*

Michael L. Mixell, Esq.  
*Attorney/Partner, Barley Snyder LLP*

# 2018 DONOR REPORT JANUARY 1, 2018 TO DECEMBER 31, 2018

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Steven Reed Building Contractor  
The Salon on Main  
The Selux Corporation  
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Gregory & Diane Tobias  
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UGI Utilities, Inc.  
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Charles & Jane Wagner  
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Kathi Wennell  
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Whistle Building Maintenance  
Windrunner Advertising  
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## FRIENDS \$1-\$99

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Michelle Alleyne  
Doris Balthaser  
Harriet Baskin  
Thomas Bellairs  
Bern Twp. Lions Club  
Stanley Boczar  
Jane Borchert  
Thomas & Elaine Bowersox  
Boy Scout Troop #459  
Christine Brendle  
Geraldine Brenner  
Donald & Helaine Brown  
Toni Brugger  
Meta Buehler

Adam & Kristen Carangi  
Kathryn Carroll  
Sarah Case  
Sherri Clark  
Raynelle Clauser  
Debbie Clay  
Deborah Covington  
Ronald & Muriel D'Augustine  
Margaret Davy  
Michael & Barbara DeFuso  
Rayisha Dennison  
Dale & Susan Derr  
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William Jaeger  
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Diane Kelly  
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Leroy & Alice Kutz  
Jeffrey & Faye Leed  
Susan Litzinger  
Frank & Sharon Meade  
Donna Mike  
Maureen Mileski  
Glenn & Sally Miller

# 2018 DONOR REPORT

## JANUARY 1, 2018 TO DECEMBER 31, 2018

### BENEFACTORS \$250-\$499 (cont.)

Bonnie Sussman-Versace  
Myra Ungrady  
VA Productions, Inc.  
Vision Benefits of America

### PATRON \$100-\$249

Altrusa International of Reading/Berks  
AmazonSmile Foundation  
Apex Lighting Solutions  
George & Deborah Bare  
Barley Snyder LLP  
Franklin & Barbara Bauman  
Beacon Container Corp.  
Jonathan Becker  
Berks Fire Water Restorations  
Brickstreet Mutual Insurance Co.  
D. Ann Broadbent  
Barbara Burdan  
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Peter & Lynn Champagne  
Comfort Pro, Inc.  
Connors Investor Services, Inc.  
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Raymond Culbreth  
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Jerry Fudeman  
Nancy Gardner  
Jose Gonzalez  
Green Giant Home & Commercial

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Clayton & Mary Reed, Jr.  
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Riverview Tree & Landscaping, Inc.  
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Shuman & Schwab, DMD  
Statement Apparel, Inc.

## Board of Directors—2018

Beth Moore  
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*Assistant Vice President / Commercial Lender for Tompkins VIST Bank / Owner, Elite Training*

Christine Werner  
*Realtor Associate / RE/MAX of Reading*

Mark Yoder, Esq.  
*Attorney and Partner / Shareholder, Bingaman, Hess, Coblentz & Bell, P.C.*

### Management Team

Jody H. Wagner, Executive Director / CEO

Kim Alarcon, Human Resource Administrator

Debbie Dallago, Residential Services Administrator

Stephanie Hill, Day Services Administrator

Scott R. Hill, IT Administrator and Webmaster

Laura Mattavi, Finance Administrator / CFO

Stacey Mikatavage, Corporate Administrator and Assist. to CEO

Susan Stalneck, Development and PR Administrator

*Prospectus Associates, Inc., dba Prospectus Berco, is a 501 (c) (3) organization registered with the Commonwealth of Pennsylvania. A copy of the official registration and financial information of Prospectus Associates, Inc. may be obtained from the PA Department of State by calling toll free within Pennsylvania 1-800-732-0999. Registration does not imply endorsement.*

## *Employment First & Community Participation Supports*

Starting in July of 2018, Federal and State programming requirements have transitioned to an employment first and community participation model. Prospectus Berco and other organizations providing services for individuals with intellectual disabilities are required to increase community participation opportunities and deliver employment readiness training, job placement supports, and on-the-job support services whenever appropriate for program participants. Prospectus Berco has embraced this new concept to provide quality services so that individuals can lead a meaningful life. Employees, volunteers, and community leaders have worked hand in hand to open up new doors, but we can use the community's assistance in finding more opportunities. Your suggestions for activities, volunteer opportunities, and paid employment will be invaluable.

### **Vocational Program**

- ◆ The Vocational Program can connect businesses with talent based on the unique needs of the company and the worker(s) with a disability. The program provides reliable, effective, and timely services whereby Vocational staff train and support workers on-site at the job. Current employers we are working with have found us to be a valuable asset to their workforce.
- ◆ Requirements include:
  - Minimum wage paid of \$7.25
  - Only 3 to 5 production workers at the site
- ◆ We are also able to train production workers to become an employee of an off-site business. We provide the training, but ultimately the individual would become your employee.
- ◆ We also consider volunteer opportunities in order for the production workers to get out in the community and for obtaining additional job skills.

### **Adult Training Program**

- ◆ Program participants in the Adult Training Program are provided with social, recreational, and life skill opportunities.
- ◆ We need more outside connections in which to fulfill these opportunities which would be during the week from approximately 9 a.m. to 3 p.m. and within ½ hour distance of our facility.
- ◆ Opportunities are geared toward relationship building with community members and in giving back to the community. Program participants have been active with Meals on Wheels, shopping for senior citizens with Berks Encore, working on activities at local churches, visiting senior centers to participate in activities, stocking shelves at ReStore, etc. In addition to community volunteer activities, they also participate in recreational activities, such as crafts, auctions, factory tours, outdoor events, and shopping.

## **2018 DONOR REPORT JANUARY 1, 2018 TO DECEMBER 31, 2018**

### **FOUNDERS (\$5,000+)**

David & Karen Bensinger  
Henry Janssen Foundation  
Maggs Family Foundation  
The Breidegam Family Foundation  
The Giorgi Family Foundation

### **PARTNERS \$1,000-\$4,999**

Henry & Carolyn Ansell  
Auman Funeral Home  
Kyle & Lisa Bauman  
Steve & Carmela Bobick  
Carpenter Technology Corporation  
William & Vicki Combs, III  
Financial Solutions LLC  
Sandra Graffius  
Scott & Stephanie Hill  
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RPA Engineering  
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David & Mary Silcox  
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Robert & Toni Teague  
Tompkins Insurance/VIST Bank  
Carol Troxel  
Visions FCU  
Richard & Meg Waldron  
Fred & Mary Jane Wolf, Sr.  
Irene Zuber

### **LEADERS \$500-\$999**

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Freedom Toyota  
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Herbein + Co.  
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Singer Equipment Co., Inc.  
Stratix Systems  
The M&T Charitable Foundation  
Gregory & Christine Werner  
Wert Investment Consulting  
Mark & Zelda Yoder

### **BENEFACTORS \$250-\$499**

Donald Arnholt  
Richard Aulenbach  
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EthoSource, LLC  
Illuminations, Inc.  
Knies Insurance Group  
Susan Kolb  
William & JanEddi Mack  
Robert & Yvonne Oppenheimer  
Philadelphia Insurance Companies  
Robert & Ann Plummer  
Peter & Rachel Rowley  
Gerald & Carroll Scribner  
Sweet Street Desserts

# FINANCIAL INFORMATION

## JULY 1, 2017 – JUNE 30, 2018

	Residential	Vocational and Adult Training	Foster Care & Family Support Services
Income:			
MH/MR	\$9,981,617	\$5,471,158	\$573,478
Contract Income	0	215,102	0
Fees/Other Income	645,419	95,548	1,070,070
	10,627,036	5,781,808	1,643,548
Expense:	9,656,451	5,136,118	1,522,417
Surplus/(Deficit):	\$970,585	\$645,690	\$121,131
	59%	31%	9%
	<u>Total</u>		
	\$16,026,253	88.78%	
	215,102	1.19%	
	<u>1,811,037</u>	10.03%	
	18,052,392	100.00%	
	<u>16,314,986</u>		
	<u>\$1,737,406</u>		
	100%		



Jereck, Jennifer, Sara, and Nate are packaging whipping cream and half and half for Clover Farms Dairy.



Rafael loads up meals he is delivering for Berks Encore through the Meals on Wheels program.



Vocational production workers are collating the materials UGI Utilities uses in training their new hires.



Joyce, Lydia, and Barry volunteered to help create a quilt at Reformation Lutheran Church. Adult Training participants enjoy going out to the community for opportunities.

# Adult Training Program—2018

## Numbers to Know

**175:** The number of individuals in the Adult Training Program who were provided with social, educational, and recreational opportunities.

Over the past 12 months, in compliance with Federal mandates:

- **90%** of program participants at our William Lane location spent **25,507** hours in the community.
- **84%** of program participants at our Kutztown Road location spent **3,385** hours in the community.
- This represents visiting over **100** community venues.



*Jessica, Sean, and Stacey assemble art kits at Nolde Forest for third graders.*



*Larry and Jamal volunteer at Berks Encore by doing grocery shopping for senior citizens.*

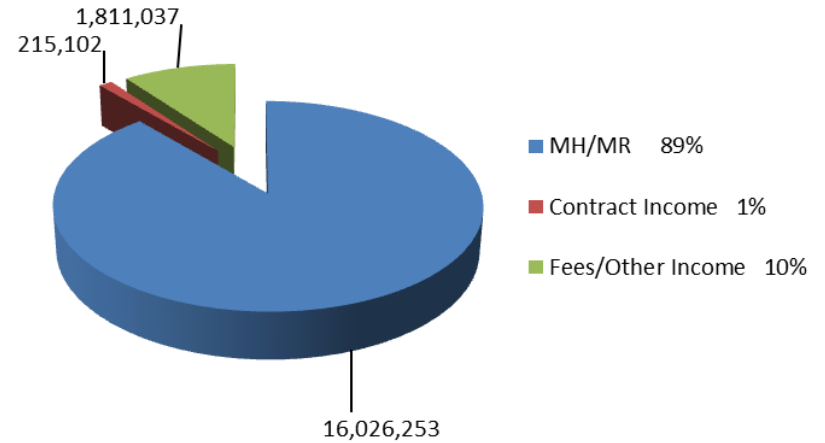


*Julio enjoys going out in the community to deliver meals as part of Berks Encore's Meals on Wheels.*

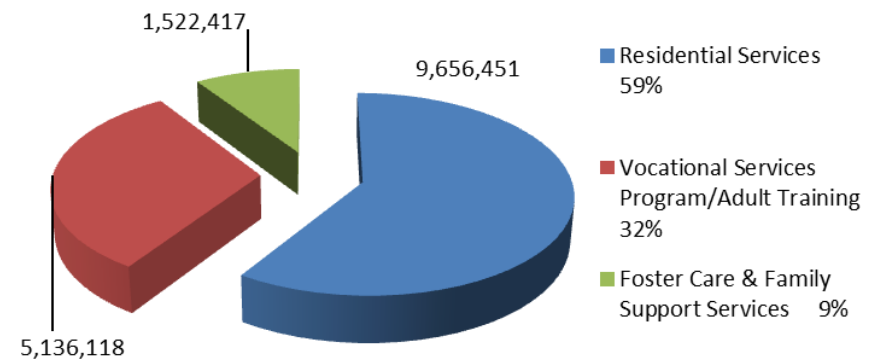


*Carmen and Joyce were thrilled to make Christmas cards at Reformation Lutheran Church.*

## 2017 – 2018 Public Support, Revenues, & Expenses

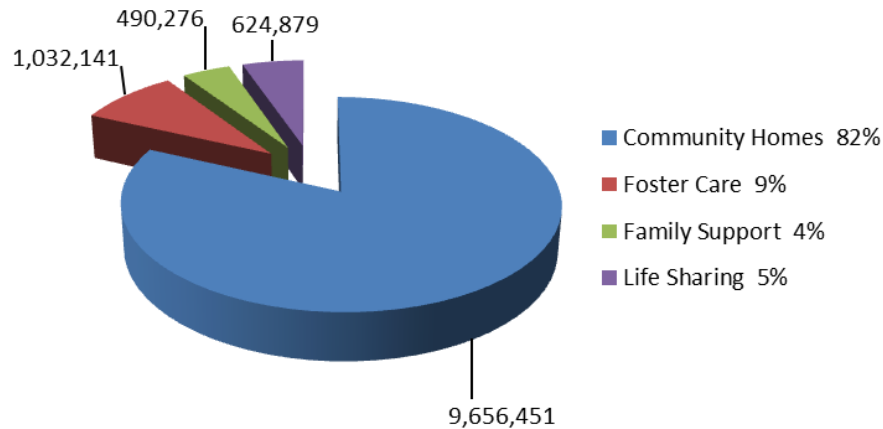


**Total Revenues \$18,052,392**

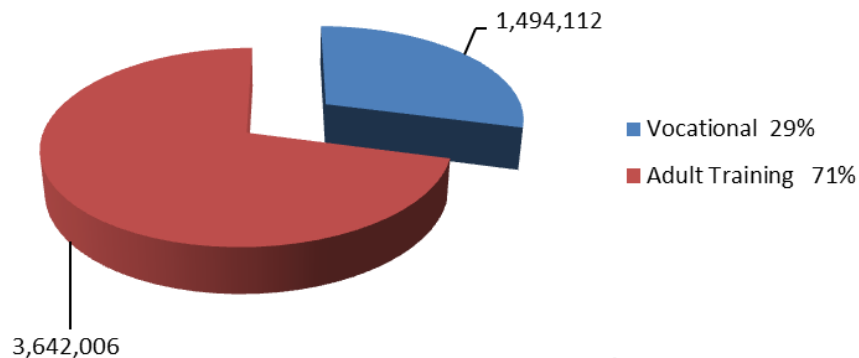


**Total Expenses \$16,314,986**

## 2017 – 2018 Residential & Day Services Budgets



**Residential Services Budget**  
**Residential Expenses \$11,803,747**



**Day Services Budget**  
**Day Services Expenses \$5,136,118**

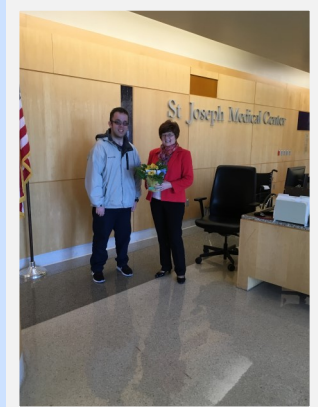
## Vocational Program—2018

### Numbers to Know

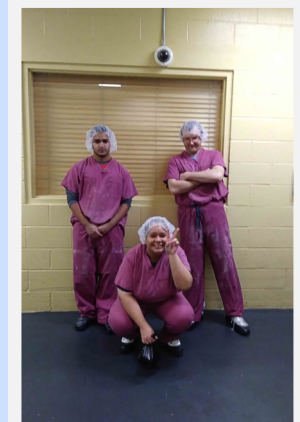
**13:** The number of businesses we are contracted with nationally who provided training, employment opportunities, and volunteer experience for **108** individuals in the Vocational Program.

**5 & 8:** In compliance with Federal mandates, we have **5** volunteer sites and **8** offsite employment sites providing **7,496** hours in community participation support and small group employment.

*Participants visited their friends at UGI (below) and St. Joseph's Medical Center (right) to say thanks and celebrate National Disability Employment Awareness Month (NDEAM).*



*Christopher enjoys setting tables for the residents at Mifflin Court.*



*Vocational production workers work at locations all over the county, including Sweet Street. Griffey, Jen, and Nathan are suited up.*

# Residential Program-2018

## Numbers to Know

**23:** The number of licensed community homes in Berks County. These homes provided a safe and secure home for 75 individuals.

**20 to 25 :** The number of children within the County Foster Care Program that were served by 14 Foster Care Providers.

**44:** The number of individuals receiving habilitation or respite services.

**19:** The number of program participants in LifeSharing living with a total of 13 LifeSharing Providers.



*Melvin exercises his green thumb by spending time gardening.*



*Steven loves to showcase his artistic abilities and paint whenever he can.*



*Jose, Bob, & Jereck put on their Sunday best as they head out to church.*



*Eloise takes a trip to Jim Thorpe to visit the town after a train ride from Reading.*

# Happening in 2018

*Jonathan autographed his letter which was featured in the book "The Congratulations Project" at the 24th Annual Golf Tournament.*



*Mark Zebrowski's therapy dogs bring a smile to everyone's face, including Tom.*

*The 2018 Awards Dinner theme was Superheroes. Meredith, aka "Bat Girl," was loving it!*



*Diane is ready to drop the puck for a Royals game.*

*Nick greets the crowd enthusiastically after being introduced to the fans at a Reading Royals hockey game.*

