



New Deal Cafe Cooperative
General Manager's Report
August 2011

Overall Summary

August was another slow month for the New Deal Cafe as folks were vacationing, then preparing for the start of school. The doors were also closed one Saturday and Sunday as Hurricane Irene blew into town, causing power outages in most of Old Greenbelt.

Financial Summary

Most of the time spent this month on financial matters was in receiving, reviewing, correcting and re-reviewing the 2010 income and personal property tax returns. Many hours were spent on this task. Our CPA had filed an extension for us in March, and for various reasons, did not finish with our returns until this month. We received a surprise upon their completion – an additional \$2794 due in 2010 state and federal taxes! Also, an estimated tax bill for 2011 of \$5308, due in two installments over the next 4 months! This significant tax bill (which we haven't encountered before) now luckily coincides with a payoff of most of our major debts, enabling us to save for all successive tax payments in advance.

This month brought quarterly tax payments and a few extra expenditures, and next month will bring those surprise tax payments. So the following few months' financial reviews should provide a clearer picture of our ongoing status. With the completion of the taxes came a clean copy of Quickbooks, which will enable inputting of 2011 data soon. I've attached the July 2011 Financial Report, showing a total net income of \$1896 for July.

Avg Gross Income Per Night for July: \$317
Busiest Night: Friday, July 1 Badger Band \$627

Projects and Events

Blues Festival

Publicity for the Blues Festival in September began, with much time being spent researching local newsletters and papers, establishing budgets, and designing and delivering ads. FONDCA was unable to pay for advertising this year, so Karim agreed to split the cost with the café.

New Music Festival

I spent a few hours discussing and researching a proposal from a promoter to move his outdoor music festival, originally scheduled for the Eastern Shore, to the New Deal Café on the Saturday that Hurricane Irene was to hit Maryland. It was decided that the café didn't have enough manpower to carry this off on such short notice, and once we realized the power would probably go out, the show became an obvious no-go.

Entertainment

An application for the new Prince Georges County Entertainment Permit was received and is due to be returned in September. The café will apply for an exemption from the permit and accompanying yearly fee.

Bar Operations

I completed the yearly Worker's Compensation audit, which may lead to a small increase in our premium, based on larger payroll costs.

State License I.D. Guides were purchased for both the bar and the front counter to enable staff to more easily identify fake IDs. There seem to be younger (and more out-of-state) customers lately, maybe due to students coming home from college over the summer.

Mike Rall and Meg Haney have begun training as volunteers behind the bar. Alexandra Erin, who was a hopeful new trainee, has unfortunately moved out of Greenbelt. Amethyst reports that more volunteers are needed.

Restaurant Contract and Facilities

Met with Karim and Maria periodically regarding the Blues Festival, café

coordination and operations, and air conditioning temperature settings.

Overflowing gutters were cleaned by Craig Tooley after several weeks of water flowing into the walkway on the side of the building.

RCMA/City Council Meeting

I attended a City Council Worksession with the Roosevelt Center Merchant's Association on August 22. Ed James and Barbara Simon were also in attendance, representing the New Deal as well as the Greenbelt Community Development Corporation. There was discussion of a smoking ban in the Center and also of the current vacancies. All 3 advisory groups have recommended that a smoking ban be implemented, and I relayed the café's general support as well. I brought up the continued unsightliness of the trash area in the back, and the need for more frequent pickup of recycling or more bins to store it in. I also expressed our pleasure with Michael's work on the cleanliness of the Center, the quick response of the Police Department, and our success in working closely with the city on festivals and special events.

Meetings

Board Meetings = 2

Board/Restaurant Manager Meetings = 1

Committee Meetings = 11+

CPA Meetings = 2

RCMA/City Council Meeting = 1

Upcoming Projects & Activities

Research and installation of a credit card machine is next on the priority list for major projects. Ongoing projects include QuickBooks implementation, possible new signage for the back room, etc. The next special event will be the Blues Festival on September 17.

Terri Rutledge

NDC Co-op General Manager