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Report to City of Norman Finance Committee

February 3, 2016

Oh behalf of the staff and board of The Depot, and the citizens of Norman, please let me begin this report with a heartfelt thanks for the work that the City of Norman and the Parks & Recreation Department is doing to restore and preserve our historic Santa Fe Depot. It is Norman's first building and a large part of its history and we couldn't be more grateful. The Depot is thrilled to continue its partnership with the City of Norman to assist in the care of Amtrak's Heartland Flyer passenger train and to care for the Depot. We believe that the programming we provide through the stewardship of this structure on the National Registry of Historic Places not only aids the growth of Downtown Norman and supports its designation as a cultural district by the Oklahoma Arts Council, but promotes a strong and healthy community and makes Norman a great place to live and visit.

As the project at the Depot ends later this spring, we will host a grand re-opening in conjunction with the City of Norman Parks & Recreation Department. We hope you will join us.

For the previous year, funds in the amount of \$7,000 were disbursed to The Depot to assist in providing services to Amtrak's Heartland Flyer passengers. During that time, we served approximately 14,800 train passengers and other Amtrak-related guests. Half of these funds were to continue our morning train service and the other half were granted for the first time this year to add evening service to our schedule. Unfortunately, due to the construction, we decided as an organization that this was not a good time to add to our train service, as even the AM service has been difficult through the construction. We have held the funds in escrow and will return those to the City of Norman if requested to do so.

The Depot provides hospitality to train riders and other guests Monday to Friday from 8am to 9am, when the train departs. This includes a warm lobby to welcome guests, coffee, and Amtrak information services. This function is served on weekends by an extraordinary and dedicated group of volunteers who self-organize their shifts, with all materials and supplies provided by the The Depot. These supplies now include paper goods and other supplies that were previously supplied to us by the City of Norman but are now a part of our budget. In addition, we received daily visitors and phone calls from potential Amtrak customers looking for travel information.

The Depot is a 501(c)3 non-profit organization with a mission to create and present excellent and innovative fine arts programs for the enrichment and education of our community.

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During the most recently completed fiscal year (June 30, 2015) the funds were used as follows:

Staffing	8-9am M-F	260 hours @ \$11.00/hr	\$2860
Supplies	Coffee, cups, filters, paper goods		\$762
TOTAL			\$3622

The request of for The Depot for the coming fiscal year is \$3,500. We do welcome the chance to attend the finance committee meeting to discuss evening train service as a priority and the possibility of adding to these funds to begin that service at the completion of the Depot renovation.

As requested, attached you will find a year-end financial report for the most recently completed fiscal year. Please feel free to contact me with any questions you may have, or for any other information you require.

Thank you again to the City of Norman for their continued support for the Historic Santa Fe Depot. The Depot's Gallery space has become a mainstay of the Norman Arts Council's 2nd Friday Art Walk, and serves as a concert venue as well for our successful Winter Wind, Whistle Stop and Poetry Series. It also gives us a place to operate to provide the community of Norman with the incredibly popular Summer Breeze Concerts. Your support also allows The Depot the opportunity to provide a community gathering place for events such as the Norman Music Festival, Mardi Gras, and other community events and organizations.

Thank you for your consideration.

Sincerely,



Shari Ransley Jackson
Executive Director
The Depot