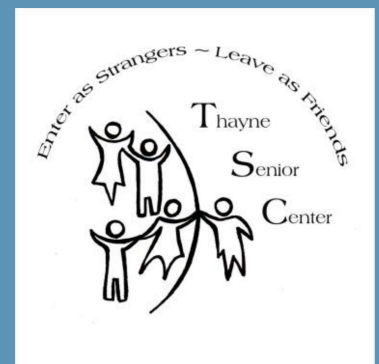


# Thayne Senior Center

## Business Plan

PO Box 1033  
115 Petersen Parkway  
Thayne, WY. 83127  
307-883-2678  
[www.thaynesenior.com](http://www.thaynesenior.com)  
thaynesr@silverstar.com



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*Our Mission is to:  
Enrich the quality of life by promoting  
independence and vitality for seniors in our  
community.*

## I. Executive Summary

The Thayne Senior Center is a non-profit (501.c 3) corporation established to provide services to the senior (60 + years old) population and their spouses. As our mission states:



**“We are committed to enrich the quality of life by supporting independence and vitality for seniors in our community”.**

The Thayne Senior Center creates possibilities. We offer an array of services to assist seniors as they “age in place.” Our center offers a wide range of health, education, recreation, volunteer and other social interaction opportunities for our participants that will help enhance dignity, support independence, and encourage community involvement. Our center also provides services and information on aging to assist family and friends who care for older persons. We have a social environment conducive to the development of a social support system reducing loneliness and depression.

The center is overseen by a Board of Directors with seven members. The daily operations are provided by the staff, which includes:

- Director
- Office Manager/Book keeper
- Activity Director
- Kitchen Manger
- Cook & kitchen aid
- Volunteers

The Thayne Senior Center serves the lower Star Valley area, including the towns of Alpine, Bedford, Etna, Freedom, Star Valley Ranch, and Thayne. We service a rural area, which encompasses 122 square miles. The center offers the following services:

**\*Nutrition Programs:** We offer homemade meals that meet a minimum of 33.33% of the dietary reference intakes to all pf the seniors in our community.

Congregate Meal Services: The center offers meals Monday thru Friday from noon-1 pm at our main site in Thayne. Meals are also available on Tuesday’s at noon at our satellite site in Alpine.

Home Delivered Meals: We deliver hot nutritious meals to those seniors who are not able to make it to the center for one reason or another. Meals are delivered Monday thru Friday with freezer meals available for the weekend.

**\*Transportation:** The center offers transportation to medical & dental appointments as well as community events, employment, and shopping to seniors as well as the general public.

**\*Socialization/Activities:** We offer a wide variety of activities to promote socialization and get as many seniors involved as possible. Some examples of the socialization we offer:

- Exercise Classes
- Themed Lunches & Monthly Birthday Bashes
- Field Trips
- Cards, Games, & Puzzles
- Classes & Educational Seminars

### \*Health Assistance:

- Evidence-based health education and exercise programs
- Health & Nutrition Education
- Foot Clinics
- Medical Equipment Loan Closet
- Nutritional Counseling

We are committed to helping individuals remain independent and in their own homes and out of nursing homes. This often makes the services we offer two fold. Our staff and volunteers work together to coordinate these services. We encourage seniors that are active in the community to attend meals at our center in a social setting as well as volunteer and participate in educational and social programs at our center and in the community. We help seniors find a way to share their knowledge by providing activities and volunteer opportunities. The activities we offer help highlight their talents and wealth of knowledge.

## II. Business Description

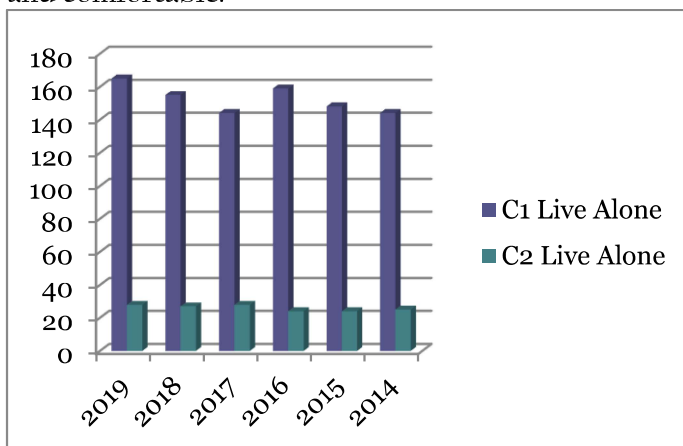
The Thayne Senior Center is a non-profit corporation that serves the seniors in our community. We are essential for the seniors as well as the community. Since we are in a rural area many things are not readily available. That is where the center becomes a crucial element of our community. We are a sole source provider for seniors to get the assistance and information that they need. We do not charge for our services, but ask for a suggested donation, so any senior can benefit from our services. We are facing challenges as our federal and state financial assistance continues to decrease and the demand for our services increases.

One of our focuses is serving those that fall below the poverty level and those that are suffering from food insecurities or hunger. Our suggested donation for meals is \$4.50 per meal; however, we have a donation box, so seniors are able to pay what they feel they can afford.

Another focus is working with those seniors that live alone. We want these seniors to feel comfortable and safe coming to the center. We also want them to feel like our center is an extension of their family.

Our motto at the center is: **“Enter as Strangers, Leave as Friends.”**

We are passionate about our business and want anyone that enters our center to feel welcome and comfortable.



We are a small center, but we make a huge impact on our community with the help of our volunteers, which include our Board of Directors as well as many other community volunteers. Our Board of Directors is an integral part of our business. They are responsible for policy making, employing the director, advocating for the project, making recommendations to the director, observing and evaluating operational functions, approving the annual budget, and approving capital expenditures.



We also have many other volunteers, some of them help by delivering meals. We have two different routes that deliver meals 5 days a week. We rely on over 50 volunteers to bring meals to those seniors that are home-bound. Our volunteers provide over 2,700 hours each year. We definitely could not impact the lives of the seniors we serve without the dedication of our volunteers. Volunteers also help with office tasks, library, and making our activities come to life. The volunteers we have provide a vital role of educating the community about the services available at the center.

We are very fortunate to have a Registered Dietitian (RD) on staff. She is available to oversee our meal production, develop menus, as well as provide nutrition education and one-on-one counseling to all of our patrons. This is unusual, most senior centers in the state of Wyoming contract with a Registered Dietitian that they see once a month. She also does trainings for our staff and is at the facility daily to answer any questions.

As a non-profit, we might not make a monetary profit, but we provide a dramatic impact on the community. We served about 21,327 senior meals to 1,066 unduplicated clients this past year. We also provided over 6,096 units of socialization, transportation, and health services to 439 unduplicated seniors during the COVID pandemic. This number is greatly reduced, because of the restrictions in place during the pandemic. This is a gigantic profit for the seniors as well as the community. Generally, each year we see an increase in our meal number as well as our other services.

**Our mission: “We are committed to enrich the quality of life by supporting independence and vitality for seniors in our community”.**

We don't take our mission lightly. We see the impact that the center and our staff makes in the lives of seniors daily. As we watch seniors enter our center, we know that we are helping them maintain their independence and also providing a wonderful place for them to come and enjoy the comradery of others. We are an essential part of their daily lives.

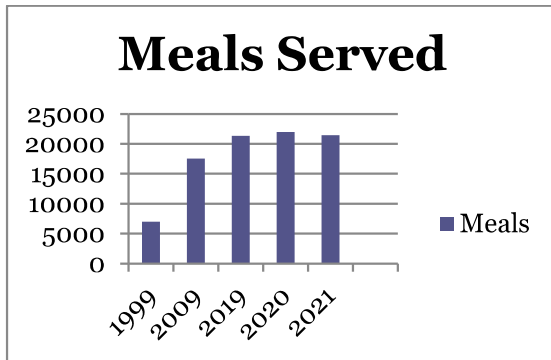


History:

The Thayne Senior Center was organized July 28<sup>th</sup>, 1998 as a pilot program that was run out of a local restaurant. For 17 years the Thayne Senior Center was considered a satellite meal site of the Star Valley Senior Citizens, Inc. of Afton, Wyoming. Lunch

was served daily at the J-H Ranch Café. In October of 1998, with the Town of Thayne, a grant was obtained for a Senior Center/Town Hall building. On the 15<sup>th</sup> of December 1999, The Thayne Senior Center opened to benefit the seniors in the Thayne community as well as the community at large.

The center started with meal services, but has continued to expand. We started out serving approximately 7,000 meals a year in 1999 and served 21,438 meals in 2021. Our growth greatly exceeded projected figures and we continue to maintain our meal numbers, but we have outgrown our dining room. We have many seniors that do not come for lunch, because there is not enough seating or space in our current building. Due to the lack of space, we are not able to serve every senior.



The Thayne Senior Center offers services which enable our patrons to remain as independent as possible in his/her own residence preventing premature institutionalization. The goal of the center is to enhance the quality of life for the older citizens of our community, in a positive friendly atmosphere.

Over the year's various services and programs have been introduced to meet the needs of the seniors in our community. In 2003 we added transportation services- we offer transportation to the general public as well as seniors. We offer rides to medical/dental appointments, shopping, employment, social and religious activities, and community events.



We have added a patio that is well used in the summer. Without the additional patio space, we would not be able to accommodate our snowbirds. Every year we are serving more and more seniors.

Another way we have grown is by adding and expanding services, especially our activities. The services added have been based on our annual survey. However, with decreases in state and federal funding we have to find new ways to expand with limited resources. In 2017 we also added the III-D program. This program is a disease prevention and

health promotion program. It is an evidence-based program in conjunction with WDH, Injury Prevention Program. Currently we offer tai chi and bingocise under III-D. All of our exercise classes are well received. Our clients absolutely love them.

The seniors that we serve want new and exciting activities and ways to socialize. They love field trips and outings as well as activities at the center. Each year we look for new field trips to expand our offerings. The seniors that live alone especially enjoy opportunities to socialize.



The aging population is growing not only nationally, but here in Wyoming and in Lincoln County. The annual expected growth rate of people between the ages of 65-79 is expected to be approximately 3.3% each year. The number of people over age 60 in Wyoming has increased 32.7% from the 2000 census. Wyoming is contending with Florida and Arizona for having the greatest per capita population over 60 years old. Wyoming is a retirement area and Lincoln County has a huge snowbird population because of the gorgeous scenery, small town atmosphere, and the services available to support the senior population. The Wyoming State Plan on Aging states “The number of Wyoming residents over the age of 65 is expected to grow from approximately 90,000 individuals in 2016 to 138,000 in 2030, representing a 56 percent increase.”

### Future Plans/Goals

As the Thayne Senior Center continues to grow and expand. We plan to work on the following goals for each of our programs/services:

Congregate Meals (CI): The core mission of the CI program is to provide hot nutritious homemade meals to eligible clients over the age of 60 and their spouses. We also focus on providing socialization for seniors that visit the center for CI meals. Our meal numbers continue to rise, but our federal and state funding is declining. We have to find ways to continue to serve as many unduplicated clients as possible, with dwindling resources.

1. Increase the number of participants served by 3.3%.
2. Maintain or decrease the average cost per meal.
3. Achieve a participant satisfaction rate of at least 85% rating meal quality as high.
4. Strive to have no food borne illness outbreaks by ensuring that ll meals are prepared in the most safe and sanitary way.





Home Delivered Meals (C2): The core mission of the C2 program is to provide hot nutritious homemade meals to homebound eligible clients over the age of 60 and their spouses. We continue to see an increased need of home delivered meals in our community. We need to meet this need with a decrease in state and federal funding. Each year the number of unduplicated C2 clients we serve increases.

1. Increase the number of participants served by 3.3%.
2. Maintain or decrease the average cost per meal.
3. Achieve a participant satisfaction rate of at least 85% rating meal quality as high.
4. Strive to have no food borne illness outbreaks by ensuring that all meals are prepared in the most safe and sanitary way.



III-B Supportive Services: The mission of the III-B program is to provide general assistance, education, physical activity, transportation, and socialization. As with our other programs we have the challenge of providing more services, with decreases in state and federal funding.

1. Increase the number of unduplicated clients, clients who live alone, clients at or below poverty level, and clients who are minority served by the III-B program by 1% yearly.
2. Indicate how Title III-B support services assists in preventing premature institutionalization of Wyoming's older adults.

III-D Disease Prevention & Health Promotion: Tai Chi for Arthritis (TCA) and Bigocise are evidence-based health education and exercise programs that reduce fall risk among adults aged 60 and older.

1. Recruit 10-15 participants per 8-16 week session.
2. Indicated how the programs are effective in improving balance, and reducing the risk of falling and fear of falling among older adults.

Public Transportation Services: The mission of the public transportation program is to provide transportation for the members of our rural community so they can get to medical/dental appointments, employment, shopping, and social activities.

1. Increase the number of general public rides by 1% yearly.
2. Increase total number of riders by 1% yearly.
3. Increase public knowledge of the program and the ways it benefits our community.

### General Goals:

As the number of unduplicated clients and services offered continues to increase, we are out of space at the center. Our dining room is too small to accommodate the number of seniors we serve in the summer, so we have expanded out onto the patio, but that space is not able to accommodate the number of seniors we are serving. We do not have any rooms for medical services, cards, socialization, or education. We currently borrow a room from the town hall, which is used every day. If that room is full, we also use our lobby, which only accommodates a small number of people, and our dining room.

1. Explore options for building expansion or relocation.
  - a. Survey population to determine services needed.
  - b. Research grants available for building expansion and/or relocation.
  - c. Pay off land on Wright Street.

The Thayne Senior Center has challenges like all other non-profit corporations. We have seen a decrease in our matching funds. We want local leaders to understand the roles that the senior center plays in the community as well as all of the benefits we provide to seniors and the community at large.

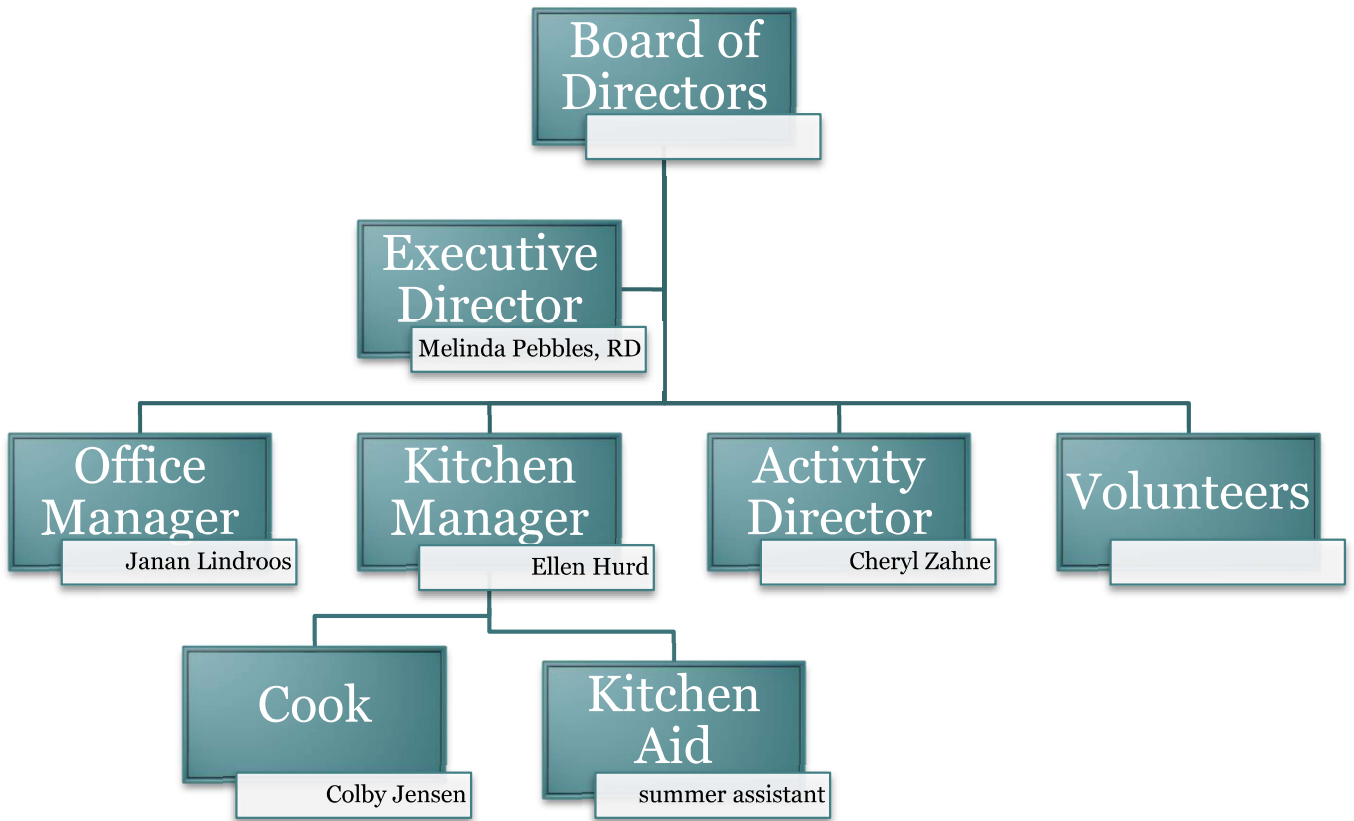
2. Increase community leader's awareness of the benefits the center provides to the entire community.
  - a. Get out in the community, attend community functions and hand out information about the center.
  - b. Increase social media advertisements for events.
  - c. Continue our community golf tournament fundraiser.
  - d. Increase fundraising efforts.
3. Increase teambuilding with our staff, as well as volunteers.
  - a. Employee recognition program.
  - b. Volunteer recognition program.
4. Expand activity and socialization offerings.
  - a. Survey seniors to see what activities they want to participate in.
  - b. Research community offerings and field trips for the seniors to participate in.



### Vision for the future

What will the future bring for seniors in our community? We have seen an increase of 300% in the numbers of meals we have served since we opened our doors. We continue to see an increase in seniors served and services needed. The senior population in Wyoming is expected to increase 56% by the year 2030. With that, we anticipate that we will continue to see an increase in seniors served and there will be a need to increase the services we offer as the senior population grows. We know that our services keep seniors in their own homes and support independence. We want to continue to meet the needs of the seniors as well as the entire community. The Thayne Senior Center will need to expand the entire operation to meet the need. We will need a larger space and a larger staff to serve the seniors in our community.

# Organization Chart



### III. Marketing Plan

#### Products and Services Offered at the Thayne Senior Center

- Congregate Meals
- Home Delivered Meals
- Transportation
- Socialization/Activities
- Evidence-Based Health Education and Exercise Programs
- Health Promotion- Exercise Programs
- Education Programs

#### Some other programs coordinated by the Thayne Senior Center

- Monthly Medicare Minutes in conjunction with SMP
- Alzheimer's Education and Caregiver Support through U of WY Center on Aging (WyCOA)
- Many socialization programs
- Volunteer Program



#### Market Analysis

Our main goal is to serve those seniors 60-year-old or better and their spouses, however we do offer select services to the entire community. We also focus on offering services to those that are low income, live alone, and minorities. The Thayne Senior Center serves the lower Star Valley area, including the towns of Alpine, Bedford, Etna, Freedom, Star Valley Ranch, and Thayne. We service a rural area, which encompasses 122 square miles. Each one of our services we offer reaches a different segment of the market.

#### Title III Grants

**Congregate Meals-** Meals are provided to those seniors 60 years old or better for a suggested donation of \$4.50.

Meals are available for the general public for the following prices:

Kids (12 and under) \$4.00, Adults (13-59) \$8.00.

We also provide meals to handicapped children that are living with a senior or caregivers for \$4.50.

**Home Delivered Meals-** Meals are provided to seniors 60 years old or better and their spouses for a suggested donation of \$4.50. Meals are also provided at that price for any caregiver of a senior receiving home delivered meals.

We emphasize nutrition in all of our meal programs. Each month we send out a monthly newsletter with nutrition information and resources. We also post nutrition articles on our website and have informative nutrition classes at the center. We feel that nutrition is an important component to senior health and maintaining their independent.

**III-B Social Services-** These services are provided to seniors 60 years and older. Many services are free of charge; if not a small suggested donation is requested.

**III-D Disease Prevention and Health Promotion-** We collaborate with WDH, Injury Prevention Program to offer tai-chi to seniors 60 years and older at no cost.

WYDOT 5311 Grant

**Transportation Services-** Transportation is offered to the general public as well as seniors. Everyone in the community can benefit from this service. The price for in service transportation for the general public is \$5.00. Those 60 years of older are asked to pay a suggested donation of \$2.00 within the service area. Para transit riders are asked to pay a suggested donation of \$3.00

Sales Volume Potential

As we have previously stated; as a non-profit, we might not make a monetary profit, but we provide a huge impact on the community. This is the impact we had on seniors in our community in 2021.

Congregate Meals (C1):	5,807 meals due to COVID
Unduplicated C1 Clients:	518
Home Delivered Meals (C2):	15,631 meals
Unduplicated C2 Clients:	518
Social Services (III-B):	6,096 units
Unduplicated III-B Clients:	439
Evidence Based Health Promotion (III-D):	208 units
Unduplicated III-D Clients:	43

With these 4 programs we had **293 new clients in 2019** that have never been to the center. Our volume continues to increase. If we continue to add new clients and new services our sales volume potential is unlimited.



## Marketing Strategies

Our best form of marketing is word of mouth, which works very well for the senior center. We have a wonderful reputation in the community and most of our new clients come to the center by a recommendation from another client.

We manage a website that is regularly updated by the office staff.

**[www.thaynesenior.com](http://www.thaynesenior.com)**

Our Website includes:

- Activity calendar & information
- Menus and dietary guidelines
- Services offered
- Contact information
- Nutrition articles
- Newsletter link

We also have an active face book account. Like us at:

**[www.facebook.com/Thayneseniorcenter](http://www.facebook.com/Thayneseniorcenter)**

Other forms of marketing we use:

- Clients
- Newspaper Advertisements
- Radio Advertisements
- Games/Contests
- Direct Mail
- Community Clubs
- Volunteers
- Conversations
- Referrals
- Veterans Groups
- Religious Affiliation
- Networking

## **IV. The Operations Plan**

### General Operations

The Thayne Senior Center offer services, most of which are free. We are a not for profit corporation (501. c 3). We do not sell any products or services. We do not have “investors” that expect to earn a profit. We are supported financially by donations as well as grants that we obtain to provide services.

We apply for many grants that make it possible for us to provide most services for free or for a small suggested donation. We obtain grants that are financially supported by the Federal and State governments as well as grant from local businesses and national foundations.



A general accounting system audit is conducted annual from an outside individual and a comprehensive audit is conducted every five years by an outside firm that the Board of Directors contracts with.

An annual assessment is conducted by the Wyoming Department of Health Aging Division to ensure that we are in compliance with the requirements from our federal grants.

### Source of Supplies

#### Food Suppliers:

Nicholas & Company  
Merritt Distributing  
Farmer's Brothers



### Production

Our kitchen staff starts meal production at 7 am. They have meals ready at 10:30 am to be delivered to our clients that are home bound. We serve clients at the center from 11:45 am to 12:45 pm Monday thru Friday. We occasionally serve breakfast and dinner meals for special events.

Volunteers arrive at 10:15 am to deliver meals to home bound seniors. They usually arrive back at the center by 12:30 pm.

Our activity component fluctuates based on the month. We set a monthly activity schedule and then plan accordingly. We are actively working on activities each work day.

### Hours of Operation

Monday- Friday

7 am-2:30 pm

Occasional nights and Saturday breakfasts

### Risk Management

Liability insurance is purchased through the Local Government Liability Pool in Cheyenne, Wyoming. Annual fee is based on the annual payroll.

FY 2021 premium was:

Member Deductible: \$1,000 per occurrence.

Coverage Limit: For covered claims subject to the Wyoming Governmental Act

(W.S. 1-39-101 et seq.): \$250,000 per claimant; but not more than

\$500,000 per occurrence for all claimants

FEDERAL & OUT-OF-STATE CLAIMS:

\$1,500,000 per occurrence for all claimants

\$5,000,000 annual aggregate



## V. The Financial Plan

An annual proposed budget spreadsheet is prepared by the Executive Director. Once this budget is approved by the Board of Directors, the budget is used to substantiate the need for all the various grants. It is proposed budget, so it can be changed through the year as we apply for additional funds or see a decrease in funds. We also see fluctuations in the donations we receive and also our fundraising efforts.

Financial statements and all expenses are approved at each monthly board meeting.

## VI. Appendix

Articles of Incorporation

501(C) 3

Board of Directors

Contracts

Food License

Plan of Interior Layout

Certificate of Good Standing

Success Story- United Way Publication

Activity Pages



ARTICLES OF INCORPORATION  
NONPROFIT CORPORATION

FILED  
200336282  
SECRETARY OF STATE

Wyoming Secretary of State  
Corporation Division  
The State Capitol  
Cheyenne, WY 82002-0020

Phone (307) 777-7312/7311  
Fax: (307) 777-5339  
E-Mail: Corporations@misc.state.wy.us

I. Corporate Name: THAYNE SENIOR CENTER

II. This is a  religious  public benefit or  mutual benefit corporation.  
(Check appropriate category.)

III. The street address of the corporation's initial registered office and the name of its initial registered agent at that office:

257 N MAIN

THAYNE, WY 83127

JOAN JENSEN

*(The registered agent may be an individual who resides in this state, a domestic corporation or not-for-profit domestic corporation, or a foreign corporation or not-for-profit foreign corporation authorized to transact business in this state whose business office is identical with the registered office.)*

IV. The name and address of each incorporator is:

Joan Jensen (Lo)

P. O. BOX 298

THAYNE, WY 83127

V. This corporation DO NOT HAVE members.  
(Indicate if it will have or will not have members.)

*[The term "members" has a specific legal meaning which is that members elect, in a formal meeting, the board of directors. If your corporation has a board of directors which elects itself, then you do not have members. Members are not donors or volunteers.]*

RECEIVED  
WYOMING  
SECRETARY OF STATE  
08 JUL 24 AM 9:00

SECRETARY OF STATE  
98 JUL 28 PM 12:22

VI. Provisions regarding the distribution of assets upon dissolution are:

Monies would be refunded back to the State of Wyoming, Lincoln  
County and Town of Thayne

Date: 7-21-98

Signed: Joan Jensen

Contact Name: Joan Jensen  
Daytime Phone Number: 307-883-2668

*For name availability purposes, list the type of business the corporation will be conducting:*

Senior Center

\*\*\*\*\*

**INSTRUCTIONS:**

- 1) Filing Fee: \$10.00
- 2) Make check payable to Secretary of State
- 3) Must be accompanied by a written consent to appointment executed by the registered agent

SECRETARY OF STATE  
State of Wyoming  
The Capitol  
Cheyenne, WY 82002

CONSENT TO APPOINTMENT  
BY REGISTERED AGENT

I, JOAN JENSEN voluntarily consent to serve as the  
registered agent for THAYNE SENIOR CENTER on the date shown  
below.

The registered agent certifies that he is: (circle one)

- (a) An individual who resides in this state and whose business office is identical with the registered office;
- (b) A domestic corporation or not-for-profit domestic corporation whose business office is identical with the registered office; or
- (c) A foreign corporation or not-for-profit foreign corporation authorized to transact business in this state whose business office is identical with the registered office.

Dated this 21 day of JULY, 1998.

Joan Jensen  
Signature of Registered Agent

Revised: 7/1/96

**SECRETARY of STATE**

Diana J. Ohman  
State Capitol Building  
200 West 24th Street  
Cheyenne, WY 82002-0020



**STATE of WYOMING**

Phone (307) 777-7378  
Fax (307) 777-6217  
E-mail: [secofstate@missc.state.wy.us](mailto:secofstate@missc.state.wy.us)  
Website: <http://soswy.state.wy.us>

RE: THAYNE SENIOR CENTER

DATE FILED: JULY 28, 1998

Enclosed please find our official receipt and your copy of the referenced filing. You are now duly filed with the Secretary of State! If you ever have any questions or concerns about doing business here, the Corporations Division staff will work with you in every possible way.

A Wyoming tax summary is available for \$4.00 from the Wyoming Taxpayer's Association, 2410 Pioneer Avenue, Suite 200, Cheyenne, WY 82001.

All future correspondence with this office will be sent to you at the address as listed below. This correspondence will include your Annual Corporate Report form which will be due on the 1st day of your anniversary month of registration with this office and will be mailed to you about two months prior to the due date. If this address is not correct or you should have a change of address in the future, it is extremely important that you inform this office of that change.

Thanks for your cooperation. If my office can ever be of service, please feel free to contact us.

**JOAN JENSEN  
P.O. BOX 298  
THAYNE WY 83127**

Sincerely,

Diana J. Ohman  
Secretary of State

By: LINDA O'NEILL  
Corporations Examiner

Notaries Public (307) 777-5342  
Fax (307) 777-6217  
Office TTY (307) 777-5351

UCC/Central Filing (307) 777-5372  
Elections (307) 777-7186  
Rules/Technology (307) 777-3568  
Fax (307) 777-5988

Corporations (307) 777-7311 or 7312  
Securities (307) 777-7370  
Fax (307) 777-5339

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 5 2000

THAYNE SENIOR CENTER  
PO BOX 298  
THAYNE, WY 83127

Employer Identification Number:  
83-0323519

DLN:  
17053257021049

Contact Person:

RAY PILCHER

ID# 95218

Contact Telephone Number:  
(877) 829-5500

Accounting Period Ending:  
SEPTEMBER

Form 990 Required:  
YES

Addendum Applies:  
NO

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Letter 947 (DO/CG)

THAYNE SENIOR CENTER

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

The law requires you to make your annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your exemption application, any supporting documents and this exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are made widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form

Letter 947 (DO/CG)



THAYNE SENIOR CENTER

990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Steven T. Miller  
Director, Exempt Organizations

Letter 947 (DO/CG)

# Board of Directors

## Thayne Senior Center

Name/Email	Term	Address	Phone
Dan Carter, Chair <a href="mailto:dcarter@silverstar.com">dcarter@silverstar.com</a>	2021-2024	PO Box 3222 Alpine, WY. 83128	307-883-7380
Fred Summerfelt, Vice chair <a href="mailto:fred.summerfelt@mac.com">fred.summerfelt@mac.com</a>	2021-2023	1948 Sunrise Mountain Place SVR, WY. 83127	928-853-0478
Gary Carvalho, Secretary <a href="mailto:wyomingfriar@outlook.com">wyomingfriar@outlook.com</a>	2019-2022	PO Box 8474 Jackson, WY. 83002	307-413-7818
Holly Armstrong <a href="mailto:haawyca@gmail.com">haawyca@gmail.com</a>	2019-2022	PO Box 1390 Thayne, WY. 83127	307-880-5895
Richard Haderlie <a href="mailto:rhad@silverstar.com">rhad@silverstar.com</a>	2021-2023	2745 Cnty Rd 125 Thayne, WY. 83127	307-883-2501
Mike Wellmann <a href="mailto:Wy0mlke15@gmail.com">Wy0mlke15@gmail.com</a>	2021-2024	PO Box 808 Thayne, WY. 83127	801-440-7570
Don Snider <a href="mailto:woodbeetle47@gmail.com">woodbeetle47@gmail.com</a>	2020-2023	PO Box 5147 Etna, WY. 83118	307-690-2076

## Contractual Agreement

**This Agreement** entered into between the Thayne Senior Center, Thayne, WY and the Yankee Doodle's LLC. Restaurant, Alpine, WY.

**Witnesseth, that** for and in consideration of the mutual performance of the terms and conditions, hereof, the parties do hereby agree as follows:

1. This agreement shall be in effect from October 1, 2021-September 30, 2022. The Thayne Senior Center contracts with the Yankee Doodle's LLC. Alpine, WY, to serve meals to eligible (under the Older American's Act) seniors and disabled persons accompanied by an eligible senior for a total cost of \$6.00 per meal. To be paid by the Thayne Senior Center, Inc. to the Yankee Doodle Restaurant on a monthly basis, upon receipt of documented invoices and reflecting the number of meals served to eligible participants, their names and how often they were served.
2. The Yankee Doodle agrees to supply daily menus of the coming month to the director of the Thayne Senior Center, by the 10<sup>th</sup> day of the preceeding month for newsletter printing purposes and to meet Division on Aging deadlines. Any meal that contains food substitutions must meet one-third (1/3) of the current recommended daily allowance as established by the Food and Nutrition Board of the National Academy of Science-National Research Council.
3. The Yankee Doodle is responsible for all sanitation and State requirements subject to inspection without notice. The Yankee Doodle Restaurant will provide clean and attractive facilities for the seniors and any or all complaints will be discussed between the Yankee Doodle Restaurant Manager and the Thayne Senior Center Director and such complaints will need to be submitted in written form to help assess and improve services.
4. The Yankee Doodle Restaurant will serve a Congregate Meal every Tuesday (one meal a week) at 12:00 noon with the exception of the declared holidays to be mutually agreed upon by the Thayne Senior Center meals program and the Yankee Doodle's LLC. The suggested donation for eligible participants shall be the same as it is for the Thayne Senior Center, Thayne, WY, at the rate of \$4.50 per meal. **No eligible persons will be denied services** because of inability to pay.
5. All food preparation facilities at the Yankee Doodle Restaurant will be made available for the meals program. The Thayne Senior Center will NOT be responsible for any facility breakage.
6. The Yankee Doodle Restaurant guarantees that it will pay for all costs of goods, supplies, preparation, transportation, labor and other costs necessary for providing the meals served.

7. The Thayne Senior Center, Inc. agrees to provide all appropriate records of accounting and management to the Yankee Doodle's LLC. to assure that they are complying with all Federal, State and local laws and regulations governing the operations of meal service, and the Yankee Doodle's LLC. agrees to comply with said regulations.
8. All donations from the participants will be remitted to the Thayne Senior Center meals program.
9. **Equal Opportunity Clause-** The Thayne Senior Center, Inc. shall administer the program in such a manner as to assure that no person shall, on the grounds of race, religion, color, sex, or national origin, be excluded in participation in, be denied the benefits of, or be otherwise subjected to discrimination.

The agreement can be terminated by the Thayne Senior Center, Inc. and/or the Yankee Doodle LLC. after (30) day's notice or by mutual agreement.

10. Funding of this contract is subject to the approval of the Thayne Senior Center, Inc. Grant application and subsequent funding by the Wyoming Aging Division.

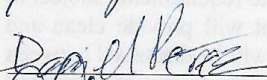


3/15/21

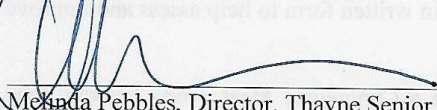


3/15/21

Date




Owners, Yankee Doodle Restaurant



3/16/21

Melinda Pebbles, Director, Thayne Senior Center

Date



Dan Carter, Chairman, Board of Directors  
Thayne Senior Center

3-15-2021

Date

Issued by:

**WYOMING DEPARTMENT OF AGRICULTURE  
CONSUMER HEALTH SERVICES  
2219 CAREY AVE  
CHEYENNE, WY 82002**

EQUAL OPPORTUNITY IN EMPLOYMENT AND SERVICES

Retail Food

ACCOUNT # 5047

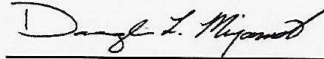
Whereas this party has made application for the licenses listed below in the State of Wyoming according to the law and agrees to comply with all laws, rules and regulations thereto, including the payment of all required fees, there is hereby issued to the applicant this license. This license is not transferable and, unless revoked, shall expire on the date indicated below.

Issued to:

THAYNE SENIOR CENTER  
115 PETERSON PARKWAY  
THAYNE, WY 83127

EXPIRATION DATE: 6/30/2022

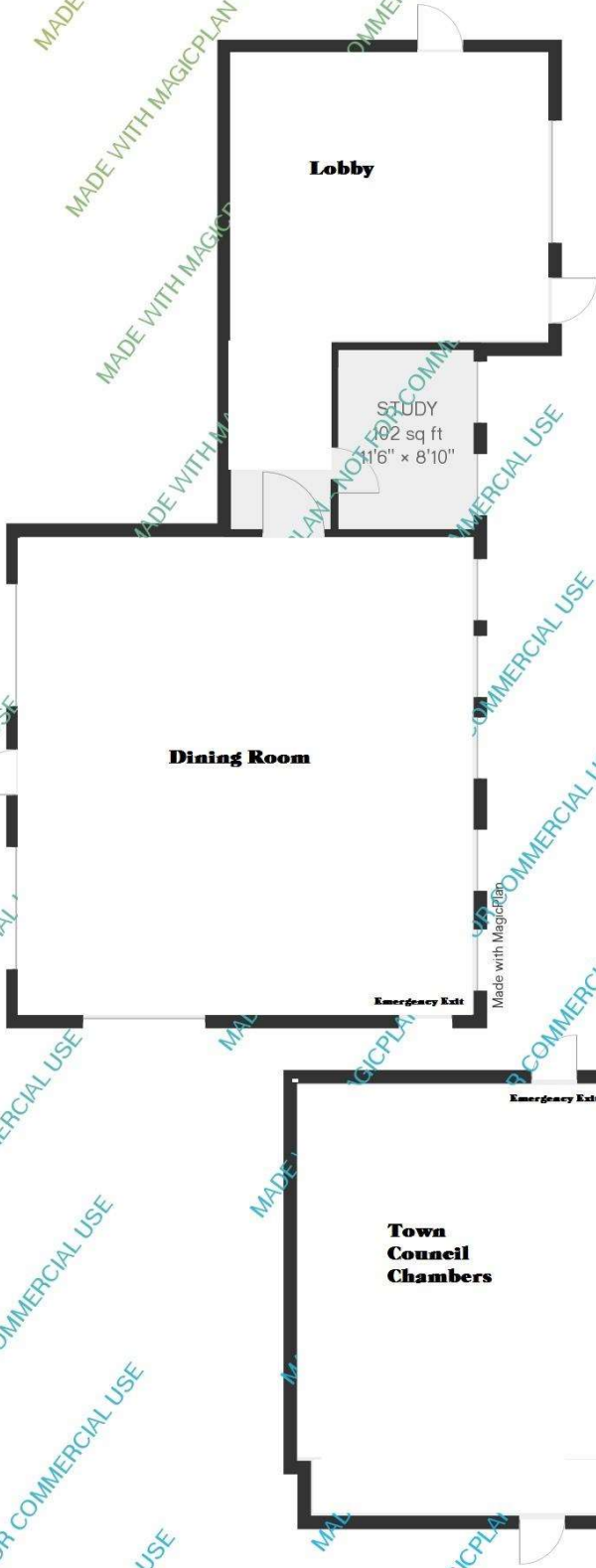
THAYNE SENIOR CENTER  
THAYNE SENIOR CENTER  
PO BOX 1033  
THAYNE, WY 83127



Director of Dept. of Ag

**THIS LICENSE MUST BE CURRENT  
AND POSTED CONSPICUOUSLY  
AT THE PHYSICAL LOCATION**

Ground Floor



STUDY  
62 sq ft  
16'6" x 8'10"

**Dining Room**

**Town Council Chambers**

Emergency Exit

Emergency Exit



THIS FLOORPLAN IS PROVIDED WITHOUT WARRANTY OF ANY KIND. SENSOPAR DISCLAIMS ANY WARRANTY INCLUDING, WITHOUT LIMITATION, SATISFACTORY QUALITY OR ACCURACY OF DIMENSIONS.



**Mark Gordon**  
Governor

**State of Wyoming  
Department of Workforce Services**

Unemployment Tax  
P.O. Box 2760  
Casper, WY 82602 2760  
Phone 307-235-3217  
Fax 307-235-3278



**Robin Sessions Cooley, J.D.**  
Director  
**Elizabeth Gagen, J.D.**  
Deputy Director

WY. DEPT OF HEALTH AGING DIVISION, CLS  
JEANNE SHENEMAN  
2300 CAPITOL AVE. HATHAWAY BLDG 4TH FLOOR  
CHEYENNE, WY 82002

**UNEMPLOYMENT INSURANCE CERTIFICATE OF GOOD STANDING**

**CERTIFICATE**

**NUMBER:** 113067  
**ONLY VALID AS ISSUED TO:** WY. DEPT OF HEALTH AGING DIVISION, CLS  
**EFFECTIVE DATE:** 3/22/2021  
**EXPIRATION DATE:** 3/22/2022

**PROJECT:** Title III Grants

A review of the Division files indicates that THAYNE SENIOR CENTER is in compliance with the Wyoming Unemployment Insurance requirements as of the effective date shown above.

This certificate holds you, the recipient, harmless for unpaid Unemployment Insurance debt owed by the certified company during the period set forth above. If you continue to use THAYNE SENIOR CENTER after the expiration date of this certificate, you may be held liable for their unpaid Unemployment Insurance debt pursuant to Wyoming Statute 27-3-502(f).

THAYNE SENIOR CENTER  
PO BOX 1033  
THAYNE, WY 83127



**Mark Gordon**  
Governor

**State of Wyoming  
Department of Workforce Services**

5221 Yellowstone Rd  
Cheyenne, WY 82002  
307.777.6763 - Fax:307.777.5298  
<http://www.wyomingworkforce.org>



**Robin Sessions Cooley, J.D.**  
Director  
**Elizabeth Gagen, J.D.**  
Deputy Director

Recipient:

Employer:

WY. DEPT OF HEALTH AGING DIVISION, CLS  
Attn: JEANNE SHENEMAN  
2300 CAPITOL AVE. HATHAWAY BLDG 4TH  
FLOOR  
CHEYENNE, WY 82002

THAYNE SENIOR CENTER  
PO BOX 1033  
THAYNE, WY  
83127

**WORKERS' COMPENSATION CERTIFICATE OF GOOD STANDING**

Mail Date: 3/22/2021  
EXPIRATION DATE: 3/22/2022  
Job Reference: Title III Grants

This is to certify that the above named employer is in compliance with the Wyoming Workers' Compensation Act. The account is in good standing as of the above date.

Wyoming Workers' Compensation monthly/quarterly payroll reports shall be submitted and payments made on or before the last day of the month following the month for which the earnings are computed and paid. Prime contractors may verify good standing of a sub-contractor's business by contacting the Division by telephone, after the initial certificate has been issued.

In private work, a contractor is liable for the payment of Workers' Compensation premiums for the employees of any subcontractor, if the subcontractor primarily liable has not paid the premiums as provided in the Act, pursuant to Wyoming Statute 27-14-206. Contractors should request a Certificate of Good Standing from the subcontractor before making final settlement of the contract.

If you have any further questions or concerns, please contact our office at 307-777-6763.

Sincerely,

Office Support Specialist  
Division of Workers' Compensation



## OUR PARTNERS

### LINCOLN COUNTY

- Lincoln Self Reliance
- Thayne Senior Center: Meals on Wheels

### UINTA COUNTY

- Lincoln Self Reliance
- Sexual Assault and Family Violence
- Youth Alternative Home Association

### SUBLETTE COUNTY

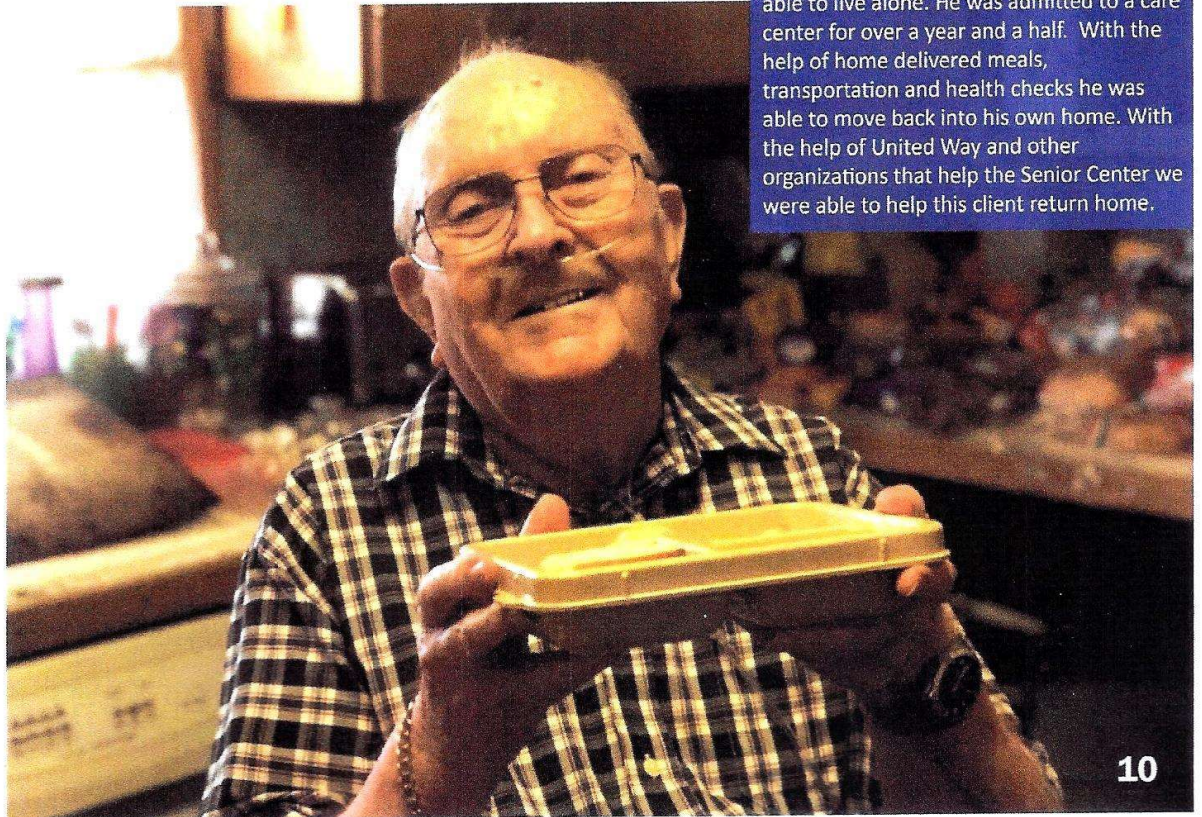
- Sexual Assault and Family Violence

### SWEETWATER COUNTY

- Food Bank of Sweetwater County
- Sweetwater Family Resource Center: Family Independence
- Young at Heart Senior Center: Special Diet Meals
- Youth Home, Inc.
- YWCA: Financial Empowerment and The Center for Families and Children

#### SUCCESS STORY: THAYNE SENIOR CENTER - MEALS ON WHEELS

We were able to help one of our seniors be able to move out of a care center and return to his own home with the help of our programs. The client had a bad fall, recently became a widower and was not able to live alone. He was admitted to a care center for over a year and a half. With the help of home delivered meals, transportation and health checks he was able to move back into his own home. With the help of United Way and other organizations that help the Senior Center we were able to help this client return home.



10

# Thayne Senior Center Activities



TSC

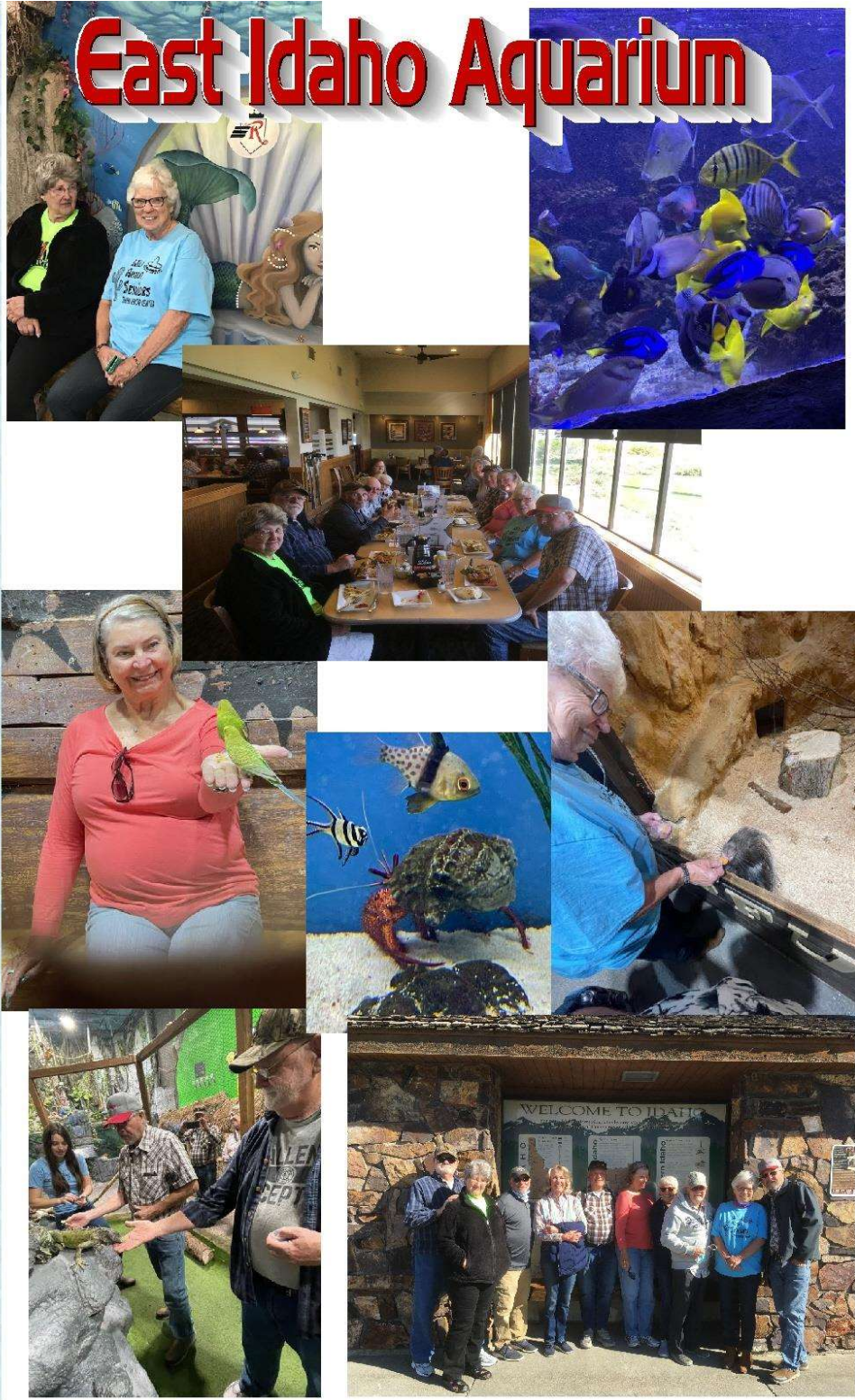


Activities



WASHOES  
TRIP  
2021

# East Idaho Aquarium



# Around the World Social

