

The Jazz Loft, Inc.



PRESERVATION | EDUCATION | PERFORMANCE

Board of Directors:

Thomas Manuel, President, Founder

Jazz historian, music educator and cornet player Dr. Thomas Manuel holds the endowed Artist in Residence Fellow chair within the Jazz department at Stony Brook University. In addition to this he is the Artistic Director of the Loft School of Jazz, is a member of the Huntington Arts Council Decentralization Advisory Committee, is the founder and President of The Jazz Loft in Stony Brook, N.Y., an innovative and creative space which joins jazz performance, jazz preservation and jazz education in celebration of the past, present, and future, and also serves as the President for The Institute For New Music.

Manuel has been cited for his accomplishments by The New York Times, Downbeat Magazine, Newsday, Jazz Inside Magazine, Hot House Jazz Magazine, The New York City Jazz Record, Jazz Ed Magazine and has been actively involved with global educational outreach to Havana, Cuba, Monrovia, Liberia and Port Au Prince, Haiti. Manuel dedicates his professional efforts to both the preservation of Long Island's jazz history as well as presenting it to future generations and has received several honors for his dedication to the American born art form of Jazz including: Stony Brook Universities 40 Under 40 Award, several Suffolk County Proclamations, the East End Arts & Humanities Council 2020 Music Masters residency, the 2019 Applied Improvisation Network International Conference artist presenter, the 2016 Person of the Year in Brookhaven award from the Times Beacon Record, and has also served as a trustee to the Frank Melville Memorial Foundation.

Most recently Manuel was a guest speaker at the annual Martin Luther King Jr. Day event at the New York State Capital Convention Center in Albany, New York. Dr. Manuel spoke along with SUNY Chancellor John King Jr. and New York State Secretary of State Walter T. Mosley. Manuel also presented a short performance with his graduate students including an original composition "Disruptors For Good" written in honor of Dr. King and other Civil Rights activists.

tmanuel@thejazzloft.org

Ray Anderson, Vice President

Mr. Ray Anderson has distinguished himself as a preeminent jazz trombone player who has received international acclaim. The former Director of Jazz Studies at Stony Brook University, and currently a Toll Professor at SBU, Anderson still maintains a thriving performance and recording career that has spanned more than three decades. Described by preeminent jazz critic Gary Giddins as "one of the most compellingly original trombonists," and by the Penguin Guide to Jazz on CD as "the most exciting slide brass player of his generation" Anderson is by turns a supremely lyrical player and footloose innovator, a bold texturalist and polished nostalgist.

randerson@thejazzloft.org

Kathryn Butkevich, Treasurer

Ms. Butkevich is a C-Level executive with an extensive track record of adding value to companies in diverse industries as an operating manager, private equity investor, lender and board director. She is proficient in the development of execution of growth, turnaround and cash flow maximization strategies for middle market companies. She is currently the COO/CFO for Recyclebank, a VC-backed marketing company focused on the recycling industry. Over her 30+ year career, she has held numerous financial and operational leadership positions in middle market, PE/VC- backed companies as well as a Certified Public Accountant. She holds a Bachelors Degree from the University of Miami and is also a graduate of GE's world-renowned Management Development Institute at Crotonville.

kbutkevich@thejazzloft.org

Laura Landor, Director of Education & Community Outreach

Laura has been a music educator for 20 years and currently works for the Hauppauge Public Schools as their Director of Fine and Performing Arts. Previously, she was a music teacher for the Three Village Public Schools where she primarily taught band, music theory and an exploratory music class for students with special needs. She has a Bachelors degree in Music Education from the Crane School of Music as well as a Masters Degree in Ethnomusicology from CUNY Hunter College. She recently completed her Doctorate in Educational Leadership at St. John's University where her research focused on how the absence of multicultural music in public school music classrooms contributes to the marginalization of minority students in the public school setting.

laural@thejazzloft.org

Cynthia Wong-Lippe, Director of Philanthropy

Cynthia Wong-Lippe is a passionate volunteer for a number of nonprofit organizations, working primarily in the areas of fundraising, institutional development, and strategic planning. She sits on multiple boards, serves as an advisor to several smaller nonprofits, and chairs the capital campaign to raise funds and awareness to build a Ronald McDonald House in Suffolk County. She was trained as a classical pianist and has a PhD from Columbia University in Ethnomusicology. Her work focused on early Asian American rap music and on the rock scene in Mainland China. She's taught at Columbia University and briefly at Stony Brook University. Cynthia lives in East Setauket with her husband, David, and their two children.

Judy Greiman, Trustee

With nearly 30 years of advocacy experience, Judy has been a staunch supporter of funding for research and student aid. She recently retired from helping to run a major research university with an academic medical center where she also oversaw all government and community relations. She continues to provide strategic guidance for various higher education leaders. She sits on the boards of The Jazz Loft, Inc. and the New York Climate Exchange and on the national advisory committee of Legend Labs. She was a 24/25 Hear My Voice Advocate for Living Beyond Breast Cancer and is a member of the Susan G. Komen Metastatic Breast Cancer Advisory Council. She has degrees from the University of Wisconsin-Madison and DePaul University College of Law and completed a certificate in Crisis Leadership in Higher Education given by the Harvard Kennedy School of Executive Education.

Stewart Mandel, Trustee

Stewart is a lifelong student of Jazz and American Song. H has a PhD in Mathematics from Stony Brook University.

smandell@thejazzloft.org

Oliver Nelson Jr., Special Collections Management

Oliver Nelson Jr. is an adjunct lecturer in music business at the Paul H. O'Neill School of Public and Environmental Affairs at Indiana University. He holds a Bachelor of Music degree in Music Education, a Master of Music degree in Classical Performance and Doctor of Musical Arts degree in Jazz Performance. Nelson studied with the late David Baker, Distinguished Professor of Jazz Studies at Indiana University, Jonathan Keeble, flute professor at the University of Illinois, and Karen Moratz, principal flutist of the Indianapolis Symphony Orchestra.

He has performed with the Smithsonian Masterworks Jazz Orchestra and has recorded with Bela Fleck, Benny Golson, James Williams, Jamey Aebersold, David Baker, and Grady Tate for a tribute CD dedicated to his father, the late composer, arranger, and saxophonist Oliver Nelson Sr.

Nelson's expertise in the areas of music copyrights, music licensing and music publishing have made him a sought after presenter at workshops and conferences nationwide at higher education institutions and school corporations. Nelson also presents Jazz improvisation clinics and continues to be an active performer and teacher.

Christopher Paradysz, Trustee, Director, Monteleone: Art of the Guitar Festival

Chris Paradysz has been building connections with and between people for decades with notable success in Adventure Travel, Digital Marketing, Advertising, Data Analytics, Film and Music. He is the Co-founder & co-CEO of PMX, a performance marketing agency, an active venture investor in startups (Adventure Explorations, PebblePost) and in various music industries (VCI, Delvecchio, Articulate Passion Publishing, Chase the Moon Music); as well as a documentary film producer (A Second Chance, For the First Time), with Gold wins for Best Short Documentary, Film Score, Original Song. Beyond business endeavors, Chris brings his passions and support to nonprofit ventures specifically in medical research, investigating new outcomes and treatments for Lupus, a life-threatening disease affecting young women and men. Chris holds the US 24-hour cycling record at the Lehigh County Velodrome.

Dr. Darrell Smith, Trustee, Assistant Director of Education

New York City native Dr. Darrell Smith is a New York based Drummer, Historian, Composer and Educator. As a band leader Dr. Smith frequently performs with his Dal Segno Trio at popular New York venues where they are celebrated for high-energy, spirited performances. A recent tour brought the Dal Segno Trio to Mumbai, India as a headliner for the 2019 NCPA Jazz Festival.

As a composer and drummer, Dr. Smith also has extensive experience with musical theater in Off-Broadway and national productions. His original music for the New Orleans-themed play "Interludes" was featured in multiple off Broadway runs in New York City. In addition to working as a band leader and drummer, Dr. Smith is a highly-respected and gifted educator. His current tenure as Director of Jazz Education and Performance at the world renowned education program at Jazz House Kids has given him a platform to spread his passion for jazz to hundreds of talented young musicians around the city.

Dr. Smith recently graduated with his Doctor of Musical Arts Degree from SUNY Stony Brook where he studied under Director of Jazz Studies Ray Anderson. As of 2019, Dr. Smith is endorsed by Canopus Drums and in 2021 was named Music Director of The Universal Temple of The Arts Annual Staten Island Jazz Festival.

Robert Taylor, Business Affairs

Rob has more than 40 years of business and accounting experience with a broad array of not-for-profit clients, including business management of a not-for-profit organization. He has worked with senior nonprofit executives to develop and implement strategic plans, three-year financial plans, and critical performance measures. In addition, he has overseen cross-departmental process improvement and led software implementation design and structure projects. Rob also has significant experience advising business corporations and partnerships.



The Jazz Loft
275 Christian Avenue
Stony Brook, NY 11790
631-751-1895
For immediate release

DRAFT 12

March 10, 2025

The Jazz Loft of Stony Brook Presents Plan for The Vail Leavitt Theater to Enhance Riverhead's Cultural Hub & Expand Sustainable Economic Activity for the Historic Downtown Area

Riverhead, N.Y.-President and Founder of The Jazz Loft in Stony Brook Thomas Manuel presented his vision for the Vail Leavitt Theater in Riverhead to the Riverhead Town Board, a vision that includes renovating and reactivating the historically important venue which was once the crown jewel of the community.

The theater which opened in 1881 is listed on the national historic register and considered the oldest theatre on Long Island, as well as being the oldest performance venue in downstate New York. Predating Broadway's first two theaters by two decades, the main theater and its balcony are a scale replica of the Ford Theatre opera house designed by J. W. Flack. The theatre, which was acquired by the Town of Riverhead for free, has been, for the most part, unoccupied for more than 40 years with only sporadic events held through the years and several attempts to restore and revive it over the decades.

The Jazz Loft, located at 275 Christian Avenue in Stony Brook, is offering to purchase the theater and to offer a wide range of live jazz performances. The vision for the theater would also include transforming it into an incubator for educational events, collaborations with area arts organizations and business, and creating a hub of activity to serve the community at large.

The Jazz Loft @ Vail will embody the town's "Work, Live, Eat, Stay, Play" slogan.

The Jazz Loft, a non-profit, has had tremendous success in Stony Brook, serving as a cultural and social "homebase" in the hamlet. The Jazz Loft's calendar of more than 200 events a year has helped to improve local businesses and increase foot traffic for local merchants and increase bookings at hotels. The Jazz Loft partners with restaurants several times a year and hosts an annual Swing Into Spring Festival bringing music and business throughout the community as well as a free fall jazz festival that draws tourists to the village green, boosting business for everyone.

Long Island Business News Article about Swing Into Spring:

<https://libn.com/2025/03/06/swing-into-spring-festival-returns-to-stony-brook/>

The Jazz Loft President and Founder Tom Manuel commented, "While TJL's offer is lower than the Town's asking price, we are confident that the future earning power of the TJL@The Vail will generate profit for the town and the downtown business area. This will free up funding to go towards the renovation of the historic building."

Arts strengthen the economy. When arts organizations thrive, local business thrives. The nation's Arts and Culture sector, nonprofit, commercial, education, is a \$1.1 trillion industry that supports 5.2 million jobs (2022). The nonprofit arts and culture industry alone generated \$151.7 billion in economic activity in 2022. Spending by arts organizations and their audiences supported 2.6 million jobs and generated \$29.1 billion in government revenue. The Loft expects that the opening of The Vail Leavitt will support a projected 1-2 full time and 2-5 part time employment opportunities.

Arts and culture are tourism drivers, with 30% of attendees coming from **outside** the county in which the venue/arts event takes place. Data from 2024 shows that arts attendees spend an average of \$38.46 per person, per event, beyond the cost of

admission on items such as meals, parking, and lodging-- vital income for local businesses. Non-local attendees spend an average of \$60.57 beyond the arts event and 77% said they travelled to the community specifically to attend the arts event.

Let's do the math:

With one show a month and 150 people attending, half of them being "local" and the other half being "non-local" The Jazz Loft @ Vail will bring an annual revenue stream of \$89,127 to Riverhead. Two events a month, \$178,254....Four events, \$356,508, etc.

Discover Long Island President & CEO, Kristen Reynolds stated: "The planned revitalization of the historic Vail Leavitt Theater is an exciting step forward in strengthening Long Island's cultural and economic landscape. Breathing new life into this cherished landmark would not only preserve an important piece of our region's rich arts history but also create a new dynamic attraction that would bring in both locals and visitors to downtown Riverhead. The Jazz Loft's proven success in Stony Brook demonstrates how powerful of a connection there is between the arts and regional economic growth, and we are proud to support this initiative that further enhances Long Island's appeal as a premier destination."

Kathryn M. Curran, Executive Director of the Robert David Lion Gardiner Foundation, Inc., stated: "Historic preservation is not just saving an old building. Restoration and renovation of Long Island's historic sites are the heart of our region's development and downtown revitalizations. Restored historic spaces are becoming community cultural centers and as such economic drivers invigorating neighborhoods. These buildings are a celebration of heritage and offer a shared pride in America's past. Each time one of these sites serves the public, that audience or participant becomes part of a living legacy and joins in its community's heritage and history. America's historic buildings are educational artifacts, celebrating the evolution and growth of this country." said, Kathryn M. Curran, Executive Director of the Robert David lion Gardiner Foundation.

Bryan DeLuca, President of the East End Tourism Alliance, said: "Beyond just entertainment, music venues can highlight a towns unique cultural identity, encouraging tourists to explore local art scenes like Reflexions Riverhead and discover regional points of interest. As a result, they become important destinations for cultural tourism, creating opportunities for growth in both the arts and local economies. Bringing the Jazz loft to Riverhead offers a unique opportunity that should not be missed."

Jane Taylor, Executive Director the Three Village Chamber of Commerce:

“The arts are an indicator of a vibrant and thriving community. The revival of the Vail Leavitt Theater will be a benefit not only to the arts community but to all who live and work in Riverhead. Riverhead is a gem and the theater will draw people to take advantage of all the business community has to offer.”

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TJL @ The Vail be a spark for creativity and innovation. This collaboration will drive tourism, revenue to local businesses, it will be a unifier in the community, create a positive narrative and contribute greatly to the vision plan for Riverhead, and, by the nature of our mission statement, who we are and what we do, will have a social impact on a community positioned for tremendous growth. Future collaborators for TJL @ Vail include: Main Street Businesses, RLD Gardiner Foundation, East End Arts Council, Rites of Spring Music Festival, East End Jazz, Stony Brook University-Southampton and others.

Performance Links:

Newsday TV, Weekly Wednesday Evening Jam Session
www.youtube.com/watch?v=JWgSOH0B5c8

‘The Art of New’ Jazz Loft @ Southampton Concert
www.youtube.com/watch?v=ASquxhvTIXE&t=65s

The Kennedy Dream Project
www.youtube.com/watch?v=8IK3rDhxRIQ&t=85s

TJL @ Duck Creek Arts Center, East Hampton, NY

www.youtube.com/watch?v=rF853Mk4wPc

www.youtube.com/watch?v=KVptvDAZ_WA&t=162s

Loft School of Jazz Student Workshop with Jazz Legend Bill Crow

www.youtube.com/watch?v=-nz9q4mqSX0&t=87s

Enrichment Through Arts & Culture, Thomas Manuel

www.youtube.com/watch?v=VXdMGtAfBhE

Thomas Manuel Helps Keep Jazz Alive

www.youtube.com/watch?v=zOTj8jaK--k

About Thomas Manuel

Jazz historian, music educator and cornet player Dr. Thomas Manuel holds the endowed Artist in Residence Fellow chair within the Jazz department at Stony Brook University. In addition, he is the Artistic Director of the Loft School of Jazz; a member of the Huntington Arts Council Decentralization Advisory Committee, a member of the Long Island Arts Education Coalition which is chaired by New York State Regent Roger Tilles; and is the founder and President of The Jazz Loft in Stony Brook, N.Y., an innovative and creative space which joins jazz performance, jazz preservation and jazz education in celebration of the past, present, and future, and also serves as the President for The Institute For New Music.

Manuel has been cited for his accomplishments by The New York Times, Downbeat Magazine, Newsday, The New York City Jazz Record and Jazz Ed Magazine and has been actively involved with global educational outreach to Havana, Cuba, Monrovia, Liberia and Port Au Prince in Haiti.

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These credentials enable him to speak to the growth potential by fostering partnership collaborations with East End community organizations, schools and arts institutions, as well as Stony Brook University, the flagship institution within the SUNY system. The Jazz Loft has been recognized by former President Maurie McInnes and current administration as serving as the anchor for SBU's cultural outreach from Manhattan to Montauk.

For full bio:

https://www.stonybrook.edu/commcms/music/people/faculty-and-staff/performance/thomas_manuel

Proposed schedule to opening of The Jazz Loft @The Vail:

Confirmation/Transfer of 200K Suffolk County and Town of Riverhead Community Development Block Grant Funds and additional Donor Funds for Purchase and Renovation- October 2025

Purchase/Due Diligence Period/Acquisition- November 2025

Press Conference Announcement- December 2025

Soft Opening Community/Press Event- January 2026

Secure Contractors for Renovations, Town Work Permits if required, etc: January 2026

Renovation commences- January-February 2026

Renovation ends- July 2026

Grand Opening- Date TBD

The Jazz Loft

Qualified & Eligible Criteria to Evaluate under GML 507(2) | 1. Financial Resources
October 16, 2025

Sources of Funding and Secured Commitments:

The Jazz Loft ("TJL") has secured \$175K in donation pledges from their extensive donor pool, matches of those donations from local businesses, a \$125K Community Development Block Grant from the Town of Riverhead, and a \$77K Suffolk County Community Development Block Grant specifically earmarked for the acquisition and renovation of the Vail Levitt theatre ("Theatre").

Working Capital Sufficiency

TJL has sufficient working capital capacity to timely execute the renovation of the Theatre. The leadership team has demonstrated their ability to generate significant capital through:

- (i) donations from their long-standing relationships with an expansive pool of donors,
- (ii) grants from local municipalities and government agencies and
- (iii) the management of their performance and museum operations and related sponsorships.

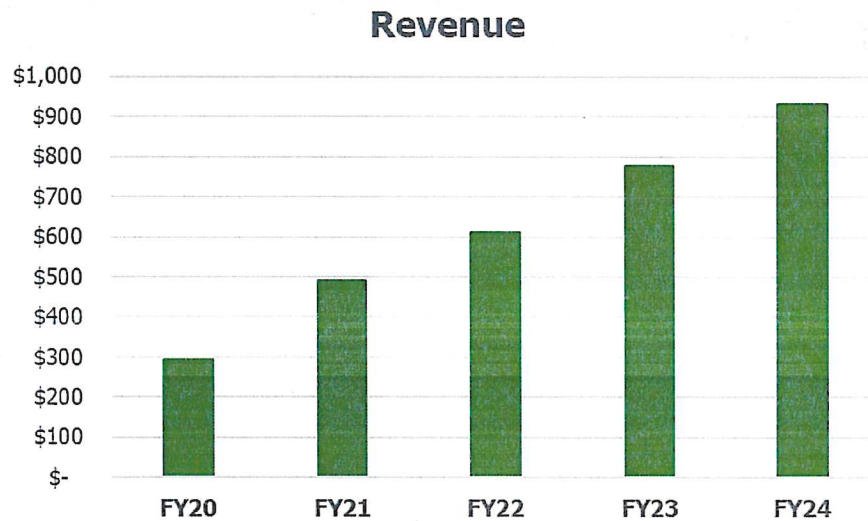
In addition to the \$400K in pledged donations and grants mentioned above that will be funding the acquisition and renovation of the Theatre, TJL's financial strength is further demonstrated by the \$256K in cash and over \$850K in equity on its balance sheet as of August 31, 2025.

| In '000s | 31-Aug-25 |
|---------------------|-----------|
| Cash | \$ 256 |
| Fixed Assets | 643 |
| Total | \$ 899 |
| Current Liabilities | \$ 10 |
| LT Liabilities | 35 |
| Total Liabilities | \$ 45 |
| Equity | \$ 854 |
| Total | \$ 899 |

The Jazz Loft

Qualified & Eligible Criteria to Evaluate under GML 507(2) | 1. Financial Resources
October 16, 2025

For the five-year period ended December 31, 2024, TJL generated over \$3.1MM in revenue. Performance-related revenue, which includes ticket sales, food & beverage sales and event sponsorships, generated \$2.8MM, or 90% of total revenue. Ticket sales have grown by a compound annual growth rate of over 15% during this 5-year period (CAGR for the 4-year period post-pandemic was 108%). Grants and donations comprise the balance of revenue.



TJL generated almost \$800K in cash flow from operations in this same 5-year period, investing \$400K of that cash flow in expanding the museum's collections of artifacts from jazz legends including Ella Fitzgerald, Charlie Parker, Tony Bennett, Elvin Jones, Harry Belafonte, Ray Brown, Bobby Darin and Charles Mingus.

Based on the financial performance for the year-to-date period ended August 31, 2025, TJL is trending toward achieving its FY25 budgeted revenue of \$900K and net operating income of over \$140K.

THE JAZZ LOFT, INC.
FINANCIAL STATEMENTS
DECEMBER 31, 2024

THE JAZZ LOFT, INC.

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BALDESSARI & COSTER LLP

Certified Public Accountants
84 Covert Avenue
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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Trustees
The Jazz Loft, Inc.
PO Box 547
Stony Brook, NY 11790

We have reviewed the accompanying financial statements of The Jazz Loft, Inc. (a nonprofit organization) which comprise the statement of financial position as of December 31, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

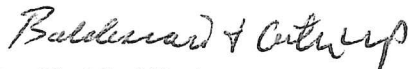
Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of The Jazz Loft, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.



Certified Public Accountants
Stewart Manor, New York
May 7, 2025

THE JAZZ LOFT, INC.
STATEMENT OF FINANCIAL POSITION
AS OF DECEMBER 31, 2024

ASSETS

Assets:

| | |
|--|--------------------------|
| Cash and cash equivalents | \$ 268,704 |
| Accounts receivable | 15,900 |
| Property and equipment (net of \$78,359 accumulated depreciation) | <u>583,055</u> |
| Total Assets | \$ <u>867,659</u> |

LIABILITIES AND NET ASSETS

Liabilities:

| | |
|---------------------------------------|----------------------|
| Accounts payable and accrued expenses | \$ 5,029 |
| Accrued payroll | 12,959 |
| Deferred revenue | 300 |
| Loans payable | <u>14,000</u> |
| Total Liabilities | <u>32,288</u> |

Net Assets:

| | |
|---|--------------------------|
| Without donor restrictions: | |
| Designated for unemployment | 2,985 |
| Undesignated | <u>832,386</u> |
| Total without donor restrictions | <u>835,371</u> |
| With donor restrictions | <u>0</u> |
| Total Net Assets | <u>835,371</u> |
| Total Liabilities and Net Assets | \$ <u>867,659</u> |

See accompanying notes and independent accountant's review report.

THE JAZZ LOFT, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2024

| | Without Donor Restrictions | With Donor Restrictions | Total |
|---|---|------------------------------------|--------------------------|
| Revenues, Gains, and Other Support: | | | |
| Admissions and ticket sales | \$ 279,547 | \$ | \$ 279,547 |
| Grants, gifts and donations | 423,836 | | 423,836 |
| Tuition income | 41,400 | | 41,400 |
| Rental income | 21,595 | | 21,595 |
| Food and merchandise sales | \$ 71,986 | | |
| Less: Cost of good sold | <u>(34,072)</u> | | 37,914 |
| Outreach performances | 83,173 | | 83,173 |
| Investment income | 2,616 | | 2,616 |
| Insurance recoveries | 30,000 | | 30,000 |
| Miscellaneous income | 4,829 | | 4,829 |
| Net assets released from restrictions | <u>0</u> | <u>0</u> | |
| Total Revenues, Gains, and Other Support | <u>924,910</u> | <u>0</u> | <u>924,910</u> |
| Expenses: | | | |
| Program services | 670,767 | | 670,767 |
| Supporting services: | | | |
| Management and general | 36,976 | | 36,976 |
| Fundraising | <u>22,998</u> | | <u>22,998</u> |
| Total Expenses | <u>730,741</u> | <u>0</u> | <u>730,741</u> |
| Change In Net Assets | <u>194,169</u> | <u>0</u> | <u>194,169</u> |
| Net assets at the beginning of year | <u>641,202</u> | <u>0</u> | <u>641,202</u> |
| Net Assets At End Of Year | <u><u>\$ 835,371</u></u> | <u><u>\$ 0</u></u> | <u><u>\$ 835,371</u></u> |

See accompanying notes and independent accountant's review report.

THE JAZZ LOFT, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDING DECEMBER 31, 2024

| | <u>Total</u> | <u>Program Services</u> | <u>Management and General</u> | <u>Fund- raising</u> |
|--------------------------------------|-------------------|-----------------------------|---------------------------------------|--------------------------|
| Expenses: | | | | |
| Salaries and Benefits: | | | | |
| Salaries - Director | \$ 121,918 | \$ 97,534 | \$ 12,192 | \$ 12,192 |
| Salaries - Event | 7,934 | 7,934 | | |
| Payroll taxes | 9,938 | 8,076 | 931 | 931 |
| Total Salaries and Benefits | <u>139,790</u> | <u>113,544</u> | <u>13,123</u> | <u>13,123</u> |
| Contract Labor: | | | | |
| Performers and events | \$ 341,404 | \$ 341,404 | \$ | \$ |
| Advertising and media | 19,900 | 19,900 | | |
| Other independent contractors | 33,279 | 19,967 | 9,984 | 3,328 |
| Total Contract Labor | <u>394,583</u> | <u>381,271</u> | <u>9,984</u> | <u>3,328</u> |
| General Operations: | | | | |
| Performance and related expenses | 32,643 | 32,643 | | |
| Museum and exhibit supplies | 26,591 | 26,591 | | |
| Festival expenses | 2,040 | 2,040 | | |
| Travel | 8,450 | 8,450 | | |
| Legal and accounting fees | 4,825 | | 4,825 | |
| Advertising and promotion | 16,565 | 16,565 | | |
| Office and acquisition supplies | 6,483 | 4,850 | 1,633 | |
| Information and technology | 3,815 | 3,815 | | |
| Bank and payment processing fees | 4,719 | | 4,719 | |
| Donor relations | 5,347 | | | 5,347 |
| Miscellaneous | 8,966 | 7,566 | 200 | 1,200 |
| Total General Operations | <u>120,444</u> | <u>102,520</u> | <u>11,377</u> | <u>6,547</u> |
| Building Operations: | | | | |
| Repairs, maintenance and furnishings | 29,636 | 29,636 | | |
| Utilities | 15,858 | 15,065 | 793 | |
| Insurance | 16,987 | 15,288 | 1,699 | |
| Total Building Operations | <u>62,481</u> | <u>59,989</u> | <u>2,492</u> | <u>0</u> |
| Other Expenses: | | | | |
| Charitable gifts and donations | 1,757 | 1,757 | | |
| Depreciation | 11,686 | 11,686 | | |
| Total Other Expenses | <u>13,443</u> | <u>13,443</u> | <u>0</u> | <u>0</u> |
| Total Expenses | <u>\$ 730,741</u> | <u>\$ 670,767</u> | <u>\$ 36,976</u> | <u>\$ 22,998</u> |

See accompanying notes and independent accountant's review report.

THE JAZZ LOFT, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2024

Cash Provided By (Used For) Operating Activities:

| | | |
|---|-----------|------------|
| Increase (decrease) in net assets | | \$ 194,169 |
| Adjustments to reconcile change in increase (decrease) in net assets to net cash provided by (used for) operating activities: | | |
| Depreciation | \$ 11,686 | |
| Changes in assets and liabilities: | | |
| Accounts receivable | 5,450 | |
| Accounts payable and accrued expenses | (2,106) | |
| Accrued payroll | 6,302 | |
| Deferred revenue | (4,275) | 17,057 |

Net Cash Provided By (Used For) Operating Activities

211,226

Cash Provided By (Used For) Investing Activities:

| | |
|------------------------------------|------------------|
| Purchase of property and equipment | <u>(189,037)</u> |
|------------------------------------|------------------|

Cash Provided By (Used For) Financing Activities:

| | |
|-------------------------------------|-----------------|
| Principal payments on loans payable | <u>(12,000)</u> |
|-------------------------------------|-----------------|

Net Increase In Cash

10,189

Cash - Beginning of year

258,515

Cash - End Of The Year

\$ 268,704

Supplemental disclosure of cash flow information:

Cash paid for income taxes was \$0.

Cash paid for interest was \$0.

See accompanying notes and independent accountant's review report.

THE JAZZ LOFT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 1: Summary of Significant Accounting Policies

- A. **Reporting Entity:** The Jazz Loft, Inc.'s mission is one of Jazz preservation, education, and performance. Presenting a full performance calendar of local, national and international artists in their performance space, the Loft also has an extensive education program. The Pre-College Jazz Institute, in collaboration with Stony Brook University, offers training in jazz theory, performance and masterclass settings to outstanding high school musicians. Their Young at Heart program offers music therapy presentations for those with memory loss and their caregivers. A monthly lecture series and scheduled family concerts round out the Jazz Loft's community outreach endeavors. The Jazz Loft's final mission point is that of preservation which is on view daily. The Loft has 6,000 square feet of original jazz memorabilia spanning 100 years of the American born art form, celebrating not only the music, but art at photography as well.
- B. **Income Taxes:** The Jazz Loft, Inc. is a not-for-profit organization exempt from income tax under Section 501(c)(3) of the U.S. Internal Revenue Code.
- C. **Basis of Accounting:** The financial statements of The Jazz Loft, Inc. have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.
- D. **Basis of Presentation:** The Organization reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions are resources available to support operations and are not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Organization, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations.

Net assets with donor restrictions are resources that are subject to donor-imposed restrictions. Some restrictions are temporary in nature, such as those that are restricted by a donor for use for a particular purpose or in a particular future period. Other restrictions may be perpetual in nature; such as those that are restricted by a donor that the resources be maintained in perpetuity.

- E. **Donated Services:** No amounts have been reflected in the financial statements for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization with specific activities, special events, and various Board assignments.

THE JAZZ LOFT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 1: **Summary of Significant Accounting Policies (continued)**

- F. **Accounting for Uncertainty in Income Taxes:** Management is not aware of any violations of its tax status as an organization exempt from income taxes, nor of any exposure to unrelated business income tax.
- G. **Cash and Cash Equivalents:** For purposes of the Statements of Cash Flows, the Organization considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.
- H. **Use of Estimates:** The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the period. Actual results could differ from those estimates.
- I. **Property and Equipment:** The Jazz Loft, Inc. capitalizes all expenditures for depreciable property and equipment in excess of or equal to \$5,000. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation is computed using the straight-line method over the useful life of the depreciable property, which is 5 years for furniture and equipment, 10 years for fixtures and 40 years for leasehold improvements. The cost of acquiring memorabilia and other collectibles are capitalized but not depreciated.
- J. **Revenue with and Without Donor Restrictions:** Contributions received are recorded as increases in net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends, or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Contributed property and equipment are reported as fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

THE JAZZ LOFT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 2: Concentration of Credit Risk

The Jazz Loft, Inc. maintains its cash balances at several institutions. At year end, the Organization's carrying amount of deposits was \$268,704 (exclusive of petty cash) and the bank balance was \$294,719. The bank balances were covered by insurance up to \$294,719 provided by the Federal Depository Insurance Corporation.

NOTE 3: Accounts Receivable

Accounts receivable are stated at unpaid balances, less an allowance for doubtful accounts of \$0. Although there were none, The Jazz Loft, Inc. provides for losses on accounts receivable using the allowance method. The allowance is based upon experience and other circumstances, which may affect the ability of customers to meet their obligations. It is the Organization's policy to charge off uncollectible accounts receivable when management determines the receivable will not be collected.

NOTE 4: Property, Equipment and Accumulated Depreciation

A summary of changes in property, equipment and accumulated depreciation is as follows:

| | Balance as of 1/1/2024 | Additions | Deletions | Balance as of 12/31/2024 |
|--------------------------------------|---------------------------------------|------------------|------------------|---|
| Assets not being depreciated: | | | | |
| Acquisitions | \$ 201,846 | \$ 183,387 | \$ 0 | \$ 385,233 |
| Other Capital Assets: | | | | |
| Leasehold improvements | 161,420 | 1,850 | 0 | 163,270 |
| Furniture and equipment | 64,305 | 3,800 | 0 | 68,105 |
| Vehicles | 27,577 | 0 | 0 | 27,577 |
| Fixtures | 17,229 | 0 | 0 | 17,229 |
| Total | 472,377 | 189,037 | 0 | 661,414 |
| Accumulated depreciation | (66,673) | (11,686) | 0 | (78,359) |
| Net Book Value | \$ 405,704 | \$ 177,351 | \$ 0 | \$ 583,055 |

THE JAZZ LOFT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 5: **Lease Commitment**

On May 29, 2015, The Jazz Loft, Inc. entered into a lease agreement with The Ward Melville Heritage Organization (WMHO). The WMHO is a not-for-profit corporation established to protect and preserve historic and environmentally sensitive properties deeded to it by Ward Melville. The term of the lease is from April 1, 2015 through March 31, 2064 and requires an annual rent payment of \$1. The lease is considered a “net lease” and as such, The Jazz Loft, Inc. is required pay for, and provide for, all services required for the property. The Landlord retains a right to terminate the lease by providing written notice to the Jazz Loft, Inc. eighteen months in advance.

NOTE 6: **Loans Payable**

On May 29, 2015, in conjunction with the lease referred to above, The Jazz Loft, Inc. entered into an agreement with the WMHO to reimburse them over a ten-year period, commencing on September 1, 2016, for \$60,000 of property improvement costs. The loan does not bear interest but requires 120 monthly payments of \$500.

As of December 31, 2024, the Jazz Loft, Inc.’s remaining liability for the loan payable is \$10,000. The estimated future payments are as follows:

| <u>Year Ended</u> <u>December 31,</u> | <u>Principal</u> <u>Payments</u> | <u>Interest</u> <u>Payments</u> | <u>Total</u> <u>Payments</u> |
|--|---|--|---|
| 2025 | \$ 6,000 | \$ 0 | \$ 6,000 |
| 2026 | <u>4,000</u> | <u>0</u> | <u>4,000</u> |
| Total | \$ <u>10,000</u> | \$ <u>0</u> | \$ <u>10,000</u> |

On December 2022, The Jazz Loft, Inc. entered into an agreement to purchase a Steinway piano for \$18,000. The agreement required a \$2,000 initial payment and the remaining balance to be paid in thirty-two monthly installments of \$500. The loan does not bear interest.

THE JAZZ LOFT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 6: **Loans Payable (continued)**

As of December 31, 2024, the Jazz Loft, Inc.'s remaining liability for the piano loan payable is \$4,000. The estimated future payments are as follows:

| <u>Year Ended December 31,</u> | <u>Principal Payments</u> | <u>Interest Payments</u> | <u>Total Payments</u> |
|---|--------------------------------------|-------------------------------------|----------------------------------|
| 2025 | \$ <u>4,000</u> | \$ <u>0</u> | \$ <u>4,000</u> |
| Total | \$ <u><u>4,000</u></u> | \$ <u><u>0</u></u> | \$ <u><u>4,000</u></u> |

NOTE 7: **Expense Allocation**

The costs of providing program and other activities have been summarized on a functional basis in the statement of activities. Directly identifiable expenses are charged to programs and supporting services. Other costs have been allocated among program and supporting services benefitted. The expenses that are allocated include contract labor and professional fees which have been allocated based upon their full-time equivalents. Office supplies, information technology and other miscellaneous expenses have been allocated based upon time and effort. Utilities and insurance were allocated on a square footage basis.

THE JAZZ LOFT, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 8: Liquidity and Availability

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of December 31, 2024, comprise the following:

| | |
|---|-------------------|
| Financial Assets: | |
| Cash | \$ 268,704 |
| Accounts receivable | <u>15,900</u> |
| Total Financial Assets | 279,865 |
| Less funds designated for unemployment | <u>(2,985)</u> |
| Financial assets available to meet general expenditures over the next twelve months | \$ <u>276,880</u> |

NOTE 9: Designated Funds

It is the policy of the Board to review its plans for future services and acquisitions from time to time and to designate appropriate sums of net assets without donor restrictions to assure adequate financing. A summary of changes in designated funds for the year ending December 31, 2024 is as follows:

| | Balance as of 1/1/2024 | Funds Designated (Undesignated) | Funds Expended | Balance as of 12/31/2024 |
|------------------------------|---------------------------------------|--|---------------------------|---|
| Funds Designated For: | | | | |
| Unemployment | \$ <u>2,985</u> | \$ <u>0</u> | \$ <u>0</u> | \$ <u>2,985</u> |

NOTE 10: Subsequent Events

In accordance with generally accepted accounting principles (ASC Topic 855), subsequent events have been evaluated through May 7, 2025 which is the date the financial statements were available to be issued.

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Department of the Treasury
Internal Revenue ServiceDo not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

2024

Open-to-Public
Inspection

A For the 2024 calendar year, or tax year beginning , 2024, and ending , 20

| | | | |
|---|---|-----------------------------|--|
| B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending | C THE JAZZ LOFT INC PO BOX 547 STONY BROOK, NY 11790 | | D Employer identification number 47-2447200 |
| | | | E Telephone number 631-751-1895 |
| | | | G Gross receipts \$ 958,982. |
| | F Name and address of principal officer: THOMAS MANUEL Same As C Above | | H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions. |
| I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527 | | H(c) Group exemption number | |
| J Website: WWW.THEJAZZLOFT.ORG | | | |
| K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other | | L Year of formation: 2014 | M State of legal domicile: NY |

Part I Summary

| | | | |
|-----------------------------|-----|---|---|
| Activities & Governance | 1 | Briefly describe the organization's mission or most significant activities: See Schedule O | |
| | 2 | Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets. | |
| | 3 | Number of voting members of the governing body (Part VI, line 1a) | 13 |
| | 4 | Number of independent voting members of the governing body (Part VI, line 1b) | 13 |
| | 5 | Total number of individuals employed in calendar year 2024 (Part V, line 2a) | 2 |
| | 6 | Total number of volunteers (estimate if necessary) | 0 |
| | 7a | Total unrelated business revenue from Part VIII, column (C), line 12 | 0. |
| | 7b | Net unrelated business taxable income from Form 990-T, Part I, line 11 | 0. |
| Revenue | 8 | Contributions and grants (Part VIII, line 1h) | Prior Year 364,630. Current Year 423,836. |
| | 9 | Program service revenue (Part VIII, line 2g) | 341,020. 425,715. |
| | 10 | Investment income (Part VIII, column (A), lines 3, 4, and 7d) | 5,553. 2,616. |
| | 11 | Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) | 28,099. 72,743. |
| | 12 | Total revenue — add lines 8 through 11 (must equal Part VIII, column (A), line 12) | 739,302. 924,910. |
| Expenses | 13 | Grants and similar amounts paid (Part IX, column (A), lines 1-3) | 8,716. 1,757. |
| | 14 | Benefits paid to or for members (Part IX, column (A), line 4) | |
| | 15 | Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) | 119,927. 139,790. |
| | 16a | Professional fundraising fees (Part IX, column (A), line 11e) | |
| | b | Total fundraising expenses (Part IX, column (D), line 25) | 22,998. |
| | 17 | Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) | 458,644. 589,194. |
| | 18 | Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) | 587,287. 730,741. |
| Net Assets or Fund Balances | 19 | Revenue less expenses. Subtract line 18 from line 12 | 152,015. 194,169. |
| | 20 | Total assets (Part X, line 16) | Beginning of Current Year 685,569. End of Year 867,659. |
| | 21 | Total liabilities (Part X, line 26) | 44,367. 32,288. |
| | 22 | Net assets or fund balances. Subtract line 21 from line 20 | 641,202. 835,371. |

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

| | | | | |
|------------------------|---|--|-------------------|---|
| Sign Here | Signature of officer THOMAS MANUEL | | Date President | |
| | Type or print name and title | | | |
| Paid Preparer Use Only | Preparer's name Albert Coster, CPA | Preparer's signature <i>Albert Coster</i> | Date 5/8/25 | Check <input type="checkbox"/> if self-employed PTIN P00296210 |
| | Firm's name Baldessari & Coster, LLP | Firm's EIN 11-3518786 | | |
| | Firm's address 84 Covert Ave Stewart Manor, NY 11530 | Phone no. (516) 326-2582 | | |
| | May the IRS discuss this return with the preparer shown above? See instructions <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | |

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III. [X]

1 Briefly describe the organization's mission:

See Schedule O

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

[] Yes [X] No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?

[] Yes [X] No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 670,767. including grants of \$ 1,757.) (Revenue \$ 279,547.)

See Schedule O

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 670,767.

Part IV Checklist of Required Schedules

| | Yes | No |
|--|-----|----|
| 1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A. | X | |
| 2 Is the organization required to complete Schedule B, Schedule of Contributors? See instructions. | X | |
| 3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I. | | X |
| 4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II. | | X |
| 5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III. | | X |
| 6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I. | | X |
| 7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II. | | X |
| 8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III. | X | |
| 9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV. | | X |
| 10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? If "Yes," complete Schedule D, Part V. | | X |
| 11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable. | | |
| a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI. | X | |
| b Did the organization report an amount for investments — other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII. | | X |
| c Did the organization report an amount for investments — program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII. | | X |
| d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX. | | X |
| e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X. | X | |
| f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X. | | X |
| 12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII. | | X |
| b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional. | | X |
| 13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E. | | X |
| 14a Did the organization maintain an office, employees, or agents outside of the United States? | | X |
| b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV. | | X |
| 15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV. | | X |
| 16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV. | | X |
| 17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I. See instructions. | | X |
| 18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II. | | X |
| 19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III. | | X |
| 20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H. | | X |
| b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return? | | |
| 21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II. | | X |

Part IV Checklist of Required Schedules (continued)

| | Yes | No |
|--|-----|----|
| 22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III. | 22 | X |
| 23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J. | 23 | X |
| 24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a. | 24a | X |
| b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? | 24b | |
| c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? | 24c | |
| d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? | 24d | |
| 25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I. | 25a | X |
| b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I. | 25b | X |
| 26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part II. | 26 | X |
| 27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If "Yes," complete Schedule L, Part III. | 27 | X |
| 28 Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions). | | |
| a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If "Yes," complete Schedule L, Part IV. | 28a | X |
| b A family member of any individual described in line 28a? If "Yes," complete Schedule L, Part IV. | 28b | X |
| c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? If "Yes," complete Schedule L, Part IV. | 28c | X |
| 29 Did the organization receive more than \$25,000 in noncash contributions? If "Yes," complete Schedule M. | 29 | X |
| 30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M. | 30 | X |
| 31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I. | 31 | X |
| 32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II. | 32 | X |
| 33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I. | 33 | X |
| 34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1. | 34 | X |
| 35a Did the organization have a controlled entity within the meaning of section 512(b)(13)? | 35a | X |
| b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2. | 35b | |
| 36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2. | 36 | X |
| 37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI. | 37 | X |
| 38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O. | 38 | X |

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V. ☐

| | Yes | No |
|--|-----|-----|
| 1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable. | 1a | 106 |
| b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable. | 1b | 0 |
| c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners? | 1c | X |

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

| | Yes | No |
|--|-------------|----|
| 2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return. 2a 2 | | |
| b If at least one is reported on line 2a, did the organization file all required federal employment tax returns? | 2b X | |
| 3a Did the organization have unrelated business gross income of \$1,000 or more during the year? | 3a | X |
| b If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O. | 3b | |
| 4a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? | 4a | X |
| b If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR). | | |
| 5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? | 5a | X |
| b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? | 5b | X |
| c If "Yes," to line 5a or 5b, did the organization file Form 8886-T? | 5c | |
| 6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? | 6a | X |
| b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? | 6b | |
| 7 Organizations that may receive deductible contributions under section 170(c). | | |
| a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? | 7a | X |
| b If "Yes," did the organization notify the donor of the value of the goods or services provided? | 7b | |
| c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? | 7c | X |
| d If "Yes," indicate the number of Forms 8282 filed during the year. 7d | | |
| e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? | 7e | X |
| f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? | 7f | X |
| g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? | 7g | |
| h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? | 7h | |
| 8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? | 8 | |
| 9 Sponsoring organizations maintaining donor advised funds. | | |
| a Did the sponsoring organization make any taxable distributions under section 4966? | 9a | |
| b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? | 9b | |
| 10 Section 501(c)(7) organizations. Enter: | | |
| a Initiation fees and capital contributions included on Part VIII, line 12. 10a | | |
| b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities. 10b | | |
| 11 Section 501(c)(12) organizations. Enter: | | |
| a Gross income from members or shareholders. 11a | | |
| b Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.) 11b | | |
| 12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041? | 12a | |
| b If "Yes," enter the amount of tax-exempt interest received or accrued during the year. 12b | | |
| 13 Section 501(c)(29) qualified nonprofit health insurance issuers. | | |
| a Is the organization licensed to issue qualified health plans in more than one state? | 13a | |
| Note: See the instructions for additional information the organization must report on Schedule O. | | |
| b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans. 13b | | |
| c Enter the amount of reserves on hand. 13c | | |
| 14a Did the organization receive any payments for indoor tanning services during the tax year? | 14a | X |
| b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O. | 14b | |
| 15 Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? | 15 | X |
| If "Yes," see the instructions and file Form 4720, Schedule N. | | |
| 16 Is the organization an educational institution subject to the section 4968 excise tax on net investment income? | 16 | X |
| If "Yes," complete Form 4720, Schedule O. | | |
| 17 Section 501(c)(21) organizations. Did the trust, or any disqualified or other person, engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? | 17 | |
| If "Yes," complete Form 6069. | | |

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.Check if Schedule O contains a response or note to any line in this Part VI. ☒ X**Section A. Governing Body and Management**

| | 1a | 1b | Yes | No |
|---|----|----|-----|----|
| 1a Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O. | 13 | | | |
| b Enter the number of voting members included on line 1a, above, who are independent | | 13 | | |
| 2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? | | | 2 | X |
| 3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person? | | | 3 | X |
| 4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? | | | 4 | X |
| 5 Did the organization become aware during the year of a significant diversion of the organization's assets? | | | 5 | X |
| 6 Did the organization have members or stockholders? | | | 6 | X |
| 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? | | | 7a | X |
| b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? | | | 7b | X |
| 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: | | | | |
| a The governing body? | | | 8a | X |
| b Each committee with authority to act on behalf of the governing body? | | | 8b | X |
| 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O | | | 9 | X |

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

| | Yes | No |
|--|-----|----|
| 10a Did the organization have local chapters, branches, or affiliates? | 10a | X |
| b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? | 10b | |
| 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? | 11a | X |
| b Describe on Schedule O the process, if any, used by the organization to review this Form 990. See Schedule O | | |
| 12a Did the organization have a written conflict of interest policy? If "No," go to line 13 | 12a | X |
| b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? | 12b | X |
| c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done. See Schedule O | 12c | X |
| 13 Did the organization have a written whistleblower policy? | 13 | X |
| 14 Did the organization have a written document retention and destruction policy? | 14 | X |
| 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision? | | |
| a The organization's CEO, Executive Director, or top management official. See Schedule O | 15a | X |
| b Other officers or key employees of the organization | 15b | X |
| If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions. | | |
| 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? | 16a | X |
| b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? | 16b | |

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed NY
- 18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☒ Another's website ☒ Upon request ☐ Other (explain on Schedule O)
- 19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
See Schedule O
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records.

A. CARROS PO BOX 547 STONY BROOK NY 11790 631-751-1895

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII. ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

| (A) Name and title | (B) Average hours per week (list any hours for related organizations below dotted line) | (C) Position (do not check more than one box, unless person is both an officer and a director/trustee) | | | | | | (D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC) | (E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC) | (F) Estimated amount of other compensation from the organization and related organizations |
|--------------------------------------|--|--|-----------------------|---------|--------------|------------------------------|--------|---|--|---|
| | | Individual trustee or director | Institutional trustee | Officer | Key employee | Highest compensated employee | Former | | | |
| (1) THOMAS MANUEL President | 50 0 | X | | X | | | | 118,530. | 0. | 0. |
| (2) LAURA LANDOR Trustee | 9 0 | X | | | | | | 15,750. | 0. | 0. |
| (3) RAY ANDERSON Vice President | 3 0 | X | | X | | | | 5,975. | 0. | 0. |
| (4) DARREL SMITH Trustee | 9 0 | X | | | | | | 3,300. | 0. | 0. |
| (5) OLIVER NELSON JR. Trustee | 3 0 | X | | | | | | 2,200. | 0. | 0. |
| (6) KATHERINE BUTKEVICH Treasurer | 3 0 | X | | X | | | | 0. | 0. | 0. |
| (7) ROBERT TAYLOR Trustee | 5 0 | X | | | | | | 0. | 0. | 0. |
| (8) LAURA VOGELSBERG Trustee | 9 0 | X | | | | | | 0. | 0. | 0. |
| (9) JEAN PRY SOCK Trustee | 3 0 | X | | | | | | 0. | 0. | 0. |
| (10) MICHAEL ARDELINO Trustee | 3 0 | X | | | | | | 0. | 0. | 0. |
| (11) STEWART MANDELL Trustee | 3 0 | X | | | | | | 0. | 0. | 0. |
| (12) CHRIS PARADYSZ Trustee | 3 0 | X | | | | | | 0. | 0. | 0. |
| (13) CYNTHIA WONG-LIPPE Trustee | 3 0 | X | | | | | | 0. | 0. | 0. |
| (14) | | | | | | | | | | |

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

| (A) Name and title | (B) Average hours per week (list any hours for related organizations below dotted line) | (C) Position (do not check more than one box, unless person is both an officer and a director/trustee) | | | | | | (D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC) | (E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC) | (F) Estimated amount of other compensation from the organization and related organizations |
|---|--|--|-----------------------|---------|--------------|------------------------------|--------|---|--|---|
| | | Individual trustee or director | Institutional trustee | Officer | Key employee | Highest compensated employee | Former | | | |
| (15) ----- | | | | | | | | | | |
| (16) ----- | | | | | | | | | | |
| (17) ----- | | | | | | | | | | |
| (18) ----- | | | | | | | | | | |
| (19) ----- | | | | | | | | | | |
| (20) ----- | | | | | | | | | | |
| (21) ----- | | | | | | | | | | |
| (22) ----- | | | | | | | | | | |
| (23) ----- | | | | | | | | | | |
| (24) ----- | | | | | | | | | | |
| (25) ----- | | | | | | | | | | |
| 1b Subtotal | | | | | | | | 145,755. | 0. | 0. |
| c Total from continuation sheets to Part VII, Section A | | | | | | | | 0. | 0. | 0. |
| d Total (add lines 1b and 1c) | | | | | | | | 145,755. | 0. | 0. |

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **1**

3 Did the organization list any **former** officer, director, trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual

| | Yes | No |
|---|-----|----|
| 3 | | X |
| 4 | | X |
| 5 | | X |

4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual

5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

| (A) Name and business address | (B) Description of services | (C) Compensation |
|---|--------------------------------|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| 2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0 | | |

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII. ☐

| | | | (A) Total revenue | (B) Related or exempt function revenue | (C) Unrelated business revenue | (D) Revenue excluded from tax under sections 512-514 | |
|--|--|--|--|--|---|--|--------|
| Contributions, Gifts, Grants, and Other Similar Amounts | 1a | Federated campaigns | | | | | |
| | 1b | Membership dues | | | | | |
| | 1c | Fundraising events | | | | | |
| | 1d | Related organizations | | | | | |
| | 1e | Government grants (contributions) | 82,914. | | | | |
| | 1f | All other contributions, gifts, grants, and similar amounts not included above | 340,922. | | | | |
| | 1g | Noncash contributions included in lines 1a-1f | | | | | |
| | h Total. Add lines 1a-1f. | | 423,836. | | | | |
| Program Service Revenue | Business Code | | | | | | |
| | 2a | ADMISSIONS & TICKET SALES | 279,547. | 279,547. | | | |
| | 2b | OUTREACH PERFORMANCES | 83,173. | 83,173. | | | |
| | 2c | TUITION INCOME | 41,400. | 41,400. | | | |
| | 2d | SPACE RENTAL | 21,595. | | | 21,595. | |
| | 2e | | | | | | |
| | 2f | All other program service revenue | | | | | |
| | g Total. Add lines 2a-2f. | | 425,715. | | | | |
| Other Revenue | 3 | | Investment income (including dividends, interest, and other similar amounts) | 2,616. | | | 2,616. |
| | 4 | | Income from investment of tax-exempt bond proceeds | | | | |
| | 5 | | Royalties | | | | |
| | 6a | Gross rents | (i) Real | | | | |
| | | | (ii) Personal | | | | |
| | | | | | | | |
| | 6b | Less: rental expenses | | | | | |
| | 6c | Rental income or (loss) | | | | | |
| | d | | Net rental income or (loss) | | | | |
| | 7a | Gross amount from sales of assets other than inventory | (i) Securities | | | | |
| | | | (ii) Other | | | | |
| | | | | | | | |
| | 7b | Less: cost or other basis and sales expenses | | | | | |
| | 7c | Gain or (loss) | | | | | |
| | d | | Net gain or (loss) | | | | |
| 8a | Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18 | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 8b | Less: direct expenses | | | | | | |
| c | | Net income or (loss) from fundraising events | | | | | |
| 9a | Gross income from gaming activities. See Part IV, line 19 | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 9b | Less: direct expenses | | | | | | |
| c | | Net income or (loss) from gaming activities | | | | | |
| 10a | Gross sales of inventory, less returns and allowances | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 10b | Less: cost of goods sold | 71,986. | 34,072. | | | | |
| c | | Net income or (loss) from sales of inventory | 37,914. | 37,914. | | | |
| Miscellaneous Revenue | Business Code | | | | | | |
| | 11a | INSURANCE RECOVERIES | 30,000. | 30,000. | | | |
| | 11b | MISCELLANEOUS INCOME | 4,829. | 4,829. | | | |
| | 11c | | | | | | |
| | 11d | All other revenue | | | | | |
| | e Total. Add lines 11a-11d. | | 34,829. | | | | |
| 12 Total revenue. See instructions. | | 924,910. | 476,863. | 0. | 24,211. | | |

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☒ X

| Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII. | (A) Total expenses | (B) Program service expenses | (C) Management and general expenses | (D) Fundraising expenses |
|--|-----------------------|---------------------------------|--|-----------------------------|
| 1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21. | 1,757. | 1,757. | | |
| 2 Grants and other assistance to domestic individuals. See Part IV, line 22. | | | | |
| 3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16. | | | | |
| 4 Benefits paid to or for members. | | | | |
| 5 Compensation of current officers, directors, trustees, and key employees. | 129,852. | 105,468. | 12,192. | 12,192. |
| 6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B). | 0. | 0. | 0. | 0. |
| 7 Other salaries and wages. | | | | |
| 8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions). | | | | |
| 9 Other employee benefits. | | | | |
| 10 Payroll taxes. | 9,938. | 8,076. | 931. | 931. |
| 11 Fees for services (nonemployees): | | | | |
| a Management. | | | | |
| b Legal. | | | | |
| c Accounting. | 4,825. | | 4,825. | |
| d Lobbying. | | | | |
| e Professional fundraising services. See Part IV, line 17. | | | | |
| f Investment management fees. | | | | |
| g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O, Sch. O.) | 374,683. | 361,371. | 9,984. | 3,328. |
| 12 Advertising and promotion. | 36,465. | 36,465. | | |
| 13 Office expenses. | 6,483. | 4,850. | 1,633. | |
| 14 Information technology. | 3,815. | 3,815. | | |
| 15 Royalties. | | | | |
| 16 Occupancy. | 45,494. | 44,701. | 793. | |
| 17 Travel. | 8,450. | 8,450. | | |
| 18 Payments of travel or entertainment expenses for any federal, state, or local public officials. | | | | |
| 19 Conferences, conventions, and meetings. | | | | |
| 20 Interest. | | | | |
| 21 Payments to affiliates. | | | | |
| 22 Depreciation, depletion, and amortization. | 11,686. | 11,686. | | |
| 23 Insurance. | 16,987. | 15,288. | 1,699. | |
| 24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.) | | | | |
| a <u>PERFORMANCE EXPENSES</u> | 32,643. | 32,643. | | |
| b <u>MUSEUM AND EXHIBIT SUPPLIES</u> | 26,591. | 26,591. | | |
| c <u>MISCELLANEOUS</u> | 8,966. | 7,566. | 200. | 1,200. |
| d <u>DONOR RELATIONS</u> | 5,347. | | | 5,347. |
| e All other expenses. | 6,759. | 2,040. | 4,719. | |
| 25 Total functional expenses. Add lines 1 through 24e. | 730,741. | 670,767. | 36,976. | 22,998. |
| 26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720). | | | | |

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X. ☐

| | | (A) Beginning of year | | (B) End of year |
|---|---|--------------------------|----------|--------------------|
| Assets | 1 Cash — non-interest-bearing | 258,515. | 1 | 268,704. |
| | 2 Savings and temporary cash investments | | 2 | |
| | 3 Pledges and grants receivable, net | | 3 | |
| | 4 Accounts receivable, net | 21,350. | 4 | 15,900. |
| | 5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons | | 5 | |
| | 6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) | | 6 | |
| | 7 Notes and loans receivable, net | | 7 | |
| | 8 Inventories for sale or use | | 8 | |
| | 9 Prepaid expenses and deferred charges | | 9 | |
| | 10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D | 10a 661,414. | | |
| | b Less: accumulated depreciation | 10b 78,359. | 405,704. | 10c 583,055. |
| | 11 Investments — publicly traded securities | | 11 | |
| | 12 Investments — other securities. See Part IV, line 11 | | 12 | |
| | 13 Investments — program-related. See Part IV, line 11 | | 13 | |
| | 14 Intangible assets | | 14 | |
| | 15 Other assets. See Part IV, line 11 | | 15 | |
| 16 Total assets. Add lines 1 through 15 (must equal line 33) | 685,569. | 16 | 867,659. | |
| Liabilities | 17 Accounts payable and accrued expenses | 7,135. | 17 | 5,029. |
| | 18 Grants payable | | 18 | |
| | 19 Deferred revenue | 4,575. | 19 | 300. |
| | 20 Tax-exempt bond liabilities | | 20 | |
| | 21 Escrow or custodial account liability. Complete Part IV of Schedule D | | 21 | |
| | 22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons | | 22 | |
| | 23 Secured mortgages and notes payable to unrelated third parties | | 23 | |
| | 24 Unsecured notes and loans payable to unrelated third parties | 26,000. | 24 | 14,000. |
| | 25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .. | 6,657. | 25 | 12,959. |
| | 26 Total liabilities. Add lines 17 through 25 | 44,367. | 26 | 32,288. |
| Net Assets or Fund Balances | Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> | | | |
| | and complete lines 27, 28, 32, and 33. | | | |
| | 27 Net assets without donor restrictions | 641,202. | 27 | 835,371. |
| | 28 Net assets with donor restrictions | | 28 | |
| | Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> | | | |
| | and complete lines 29 through 33. | | | |
| | 29 Capital stock or trust principal, or current funds | | 29 | |
| | 30 Paid-in or capital surplus, or land, building, or equipment fund | | 30 | |
| 31 Retained earnings, endowment, accumulated income, or other funds | | 31 | | |
| 32 Total net assets or fund balances. | 641,202. | 32 | 835,371. | |
| 33 Total liabilities and net assets/fund balances. | 685,569. | 33 | 867,659. | |

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI. ☐

| | | | |
|----|--|----|----------|
| 1 | Total revenue (must equal Part VIII, column (A), line 12) | 1 | 924,910. |
| 2 | Total expenses (must equal Part IX, column (A), line 25) | 2 | 730,741. |
| 3 | Revenue less expenses. Subtract line 2 from line 1 | 3 | 194,169. |
| 4 | Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A)) | 4 | 641,202. |
| 5 | Net unrealized gains (losses) on investments | 5 | |
| 6 | Donated services and use of facilities | 6 | |
| 7 | Investment expenses | 7 | |
| 8 | Prior period adjustments | 8 | |
| 9 | Other changes in net assets or fund balances (explain on Schedule O) | 9 | 0. |
| 10 | Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B)) | 10 | 835,371. |

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII. ☒

| | Yes | No |
|--|-----|----|
| 1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ | | |
| If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O. | | |
| 2a Were the organization's financial statements compiled or reviewed by an independent accountant? | X | |
| If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both. | | |
| <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis | | |
| b Were the organization's financial statements audited by an independent accountant? | | X |
| If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both. | | |
| <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis | | |
| c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? | X | |
| If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O. See Schedule O | | |
| 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F? | | X |
| b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits. | | |

SCHEDULE A
(Form 990)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2024

Open to Public
Inspection

Name of the organization

THE JAZZ LOFT INC

Employer identification number

47-2447200

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☐ An organization that normally receives (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations: _____
- g Provide the following information about the supported organization(s).

| (i) Name of supported organization | (ii) EIN | (iii) Type of organization (described on lines 1-10 above (see instructions)) | (iv) Is the organization listed in your governing document? | | (v) Amount of monetary support (see instructions) | (vi) Amount of other support (see instructions) |
|------------------------------------|----------|---|---|----|---|---|
| | | | Yes | No | | |
| (A) | | | | | | |
| (B) | | | | | | |
| (C) | | | | | | |
| (D) | | | | | | |
| (E) | | | | | | |
| Total | | | | | | |

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

| Calendar year (or fiscal year beginning in) | (a) 2020 | (b) 2021 | (c) 2022 | (d) 2023 | (e) 2024 | (f) Total |
|---|----------|----------|----------|----------|----------|------------|
| 1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") | 261,847. | 340,655. | 306,502. | 364,630. | 423,836. | 1,697,470. |
| 2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf | | | | | | 0. |
| 3 The value of services or facilities furnished by a governmental unit to the organization without charge | | | | | | 0. |
| 4 Total. Add lines 1 through 3 | 261,847. | 340,655. | 306,502. | 364,630. | 423,836. | 1,697,470. |
| 5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) | | | | | | 0. |
| 6 Public support. Subtract line 5 from line 4 | | | | | | 1,697,470. |

Section B. Total Support

| Calendar year (or fiscal year beginning in) | (a) 2020 | (b) 2021 | (c) 2022 | (d) 2023 | (e) 2024 | (f) Total |
|--|----------|----------|----------|----------|----------|--------------------------|
| 7 Amounts from line 4 | 261,847. | 340,655. | 306,502. | 364,630. | 423,836. | 1,697,470. |
| 8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources | | | 116. | 5,553. | 2,616. | 8,285. |
| 9 Net income from unrelated business activities, whether or not the business is regularly carried on | | | | | | 0. |
| 10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) | 25,426. | 136,267. | 279,859. | 369,119. | 498,458. | 1,309,129. |
| 11 Total support. Add lines 7 through 10 | | | | | | 3,014,884. |
| 12 Gross receipts from related activities, etc. (see instructions) | | | | | 12 | 0. |
| 13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here. | | | | | | <input type="checkbox"/> |

Section C. Computation of Public Support Percentage

| | | |
|--|-------------------------------------|---------|
| 14 Public support percentage for 2024 (line 6, column (f), divided by line 11, column (f)) | 14 | 56.30 % |
| 15 Public support percentage from 2023 Schedule A, Part II, line 14 | 15 | 58.56 % |
| 16a 33-1/3% support test—2024. If the organization did not check the box on line 13, and line 14 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization | <input checked="" type="checkbox"/> | |
| b 33-1/3% support test—2023. If the organization did not check a box on line 13 or 16a, and line 15 is 33-1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization | <input type="checkbox"/> | |
| 17a 10%-facts-and-circumstances test—2024. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization | <input type="checkbox"/> | |
| b 10%-facts-and-circumstances test—2023. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization | <input type="checkbox"/> | |
| 18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions | <input type="checkbox"/> | |

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

| Calendar year (or fiscal year beginning in) | (a) 2020 | (b) 2021 | (c) 2022 | (d) 2023 | (e) 2024 | (f) Total |
|---|----------|----------|----------|----------|----------|-----------|
| 1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") | | | | | | |
| 2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose. | | | | | | |
| 3 Gross receipts from activities that are not an unrelated trade or business under section 513. | | | | | | |
| 4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf. | | | | | | |
| 5 The value of services or facilities furnished by a governmental unit to the organization without charge. | | | | | | |
| 6 Total. Add lines 1 through 5. | | | | | | |
| 7a Amounts included on lines 1, 2, and 3 received from disqualified persons. | | | | | | |
| b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year. | | | | | | |
| c Add lines 7a and 7b. | | | | | | |
| 8 Public support. (Subtract line 7c from line 6.) | | | | | | |

Section B. Total Support

| Calendar year (or fiscal year beginning in) | (a) 2020 | (b) 2021 | (c) 2022 | (d) 2023 | (e) 2024 | (f) Total |
|--|----------|----------|----------|----------|----------|-----------|
| 9 Amounts from line 6 | | | | | | |
| 10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources. | | | | | | |
| b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975. | | | | | | |
| c Add lines 10a and 10b. | | | | | | |
| 11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on. | | | | | | |
| 12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) | | | | | | |
| 13 Total support. (Add lines 9, 10c, 11, and 12.) | | | | | | |

14 **First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here.** ☐**Section C. Computation of Public Support Percentage**

| | | |
|---|----|---|
| 15 Public support percentage for 2024 (line 8, column (f), divided by line 13, column (f)). | 15 | % |
| 16 Public support percentage from 2023 Schedule A, Part III, line 15. | 16 | % |

Section D. Computation of Investment Income Percentage

| | | |
|--|----|---|
| 17 Investment income percentage for 2024 (line 10c, column (f), divided by line 13, column (f)). | 17 | % |
| 18 Investment income percentage from 2023 Schedule A, Part III, line 17. | 18 | % |

19a **33-1/3% support tests—2024.** If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization. ☐b **33-1/3% support tests—2023.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization. ☐20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions. ☐

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

| | Yes | No |
|--|-----|----|
| 1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain. | | |
| 2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2). | | |
| 3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer lines 3b and 3c below. | | |
| b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination. | | |
| c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use. | | |
| 4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes" and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below. | | |
| b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations. | | |
| c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes. | | |
| 5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document). | | |
| b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document? | | |
| c Substitutions only. Was the substitution the result of an event beyond the organization's control? | | |
| 6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI . | | |
| 7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990). | | |
| 8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? If "Yes," complete Part I of Schedule L (Form 990). | | |
| 9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI . | | |
| b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI . | | |
| c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI . | | |
| 10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer line 10b below. | | |
| b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.) | | |

Part IV Supporting Organizations (continued)

| | Yes | No |
|--|------------|----|
| 11 Has the organization accepted a gift or contribution from any of the following persons? | | |
| a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization? | 11a | |
| b A family member of a person described on line 11a above? | 11b | |
| c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI . | 11c | |

Section B. Type I Supporting Organizations

| | Yes | No |
|---|----------|----|
| 1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year. | 1 | |
| 2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization. | 2 | |

Section C. Type II Supporting Organizations

| | Yes | No |
|--|----------|----|
| 1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s). | 1 | |

Section D. All Type III Supporting Organizations

| | Yes | No |
|---|----------|----|
| 1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided? | 1 | |
| 2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s), or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s). | 2 | |
| 3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard. | 3 | |

Section E. Type III Functionally Integrated Supporting Organizations

| | | | |
|---|-----------|-----|----|
| 1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions). | | | |
| a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below. | | | |
| b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below. | | | |
| c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions). | | | |
| 2 Activities Test. Answer lines 2a and 2b below. | | Yes | No |
| a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities. | 2a | | |
| b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement. | 2b | | |
| 3 Parent of Supported Organizations. Answer lines 3a and 3b below. | | | |
| a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in Part VI . | 3a | | |
| b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard. | 3b | | |

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

| Section A – Adjusted Net Income | | (A) Prior Year | (B) Current Year (optional) |
|--|---|----------------|-----------------------------|
| 1 Net short-term capital gain | 1 | | |
| 2 Recoveries of prior-year distributions | 2 | | |
| 3 Other gross income (see instructions) | 3 | | |
| 4 Add lines 1 through 3. | 4 | | |
| 5 Depreciation and depletion | 5 | | |
| 6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions) | 6 | | |
| 7 Other expenses (see instructions) | 7 | | |
| 8 Adjusted Net Income (subtract lines 5, 6, and 7 from line 4) | 8 | | |

| Section B – Minimum Asset Amount | | (A) Prior Year | (B) Current Year (optional) |
|---|----|----------------|-----------------------------|
| 1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year): | | | |
| a Average monthly value of securities | 1a | | |
| b Average monthly cash balances | 1b | | |
| c Fair market value of other non-exempt-use assets | 1c | | |
| d Total (add lines 1a, 1b, and 1c) | 1d | | |
| e Discount claimed for blockage or other factors (explain in detail in Part VI): | | | |
| 2 Acquisition indebtedness applicable to non-exempt-use assets | 2 | | |
| 3 Subtract line 2 from line 1d. | 3 | | |
| 4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions). | 4 | | |
| 5 Net value of non-exempt-use assets (subtract line 4 from line 3) | 5 | | |
| 6 Multiply line 5 by 0.035. | 6 | | |
| 7 Recoveries of prior-year distributions | 7 | | |
| 8 Minimum Asset Amount (add line 7 to line 6) | 8 | | |

| Section C – Distributable Amount | | | Current Year |
|---|---|--|--------------|
| 1 Adjusted net income for prior year (from Section A, line 8, column A) | 1 | | |
| 2 Enter 0.85 of line 1. | 2 | | |
| 3 Minimum asset amount for prior year (from Section B, line 8, column A) | 3 | | |
| 4 Enter greater of line 2 or line 3. | 4 | | |
| 5 Income tax imposed in prior year | 5 | | |
| 6 Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions). | 6 | | |
| 7 <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions). | | | |

BAA

Schedule A (Form 990) 2024

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)**Section D – Distributions**

| | Current Year |
|--|--------------|
| 1 Amounts paid to supported organizations to accomplish exempt purposes | 1 |
| 2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity | 2 |
| 3 Administrative expenses paid to accomplish exempt purposes of supported organizations | 3 |
| 4 Amounts paid to acquire exempt-use assets | 4 |
| 5 Qualified set-aside amounts (prior IRS approval required – provide details in Part VI) | 5 |
| 6 Other distributions (describe in Part VI). See instructions. | 6 |
| 7 Total annual distributions. Add lines 1 through 6. | 7 |
| 8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions. | 8 |
| 9 Distributable amount for 2024 from Section C, line 6 | 9 |
| 10 Line 8 amount divided by line 9 amount | 10 |

Section E – Distribution Allocations (see instructions)

| | (i) Excess Distributions | (ii) Underdistributions Pre-2024 | (iii) Distributable Amount for 2024 |
|---|--------------------------------|--|---|
| 1 Distributable amount for 2024 from Section C, line 6 | | | |
| 2 Underdistributions, if any, for years prior to 2024 (reasonable cause required – explain in Part VI). See instructions. | | | |
| 3 Excess distributions carryover, if any, to 2024 | | | |
| a From 2019..... | | | |
| b From 2020..... | | | |
| c From 2021..... | | | |
| d From 2022..... | | | |
| e From 2023..... | | | |
| f Total of lines 3a through 3e | | | |
| g Applied to underdistributions of prior years | | | |
| h Applied to 2024 distributable amount | | | |
| i Carryover from 2019 not applied (see instructions) | | | |
| j Remainder. Subtract lines 3g, 3h, and 3i from line 3f. | | | |
| 4 Distributions for 2024 from Section D, line 7: \$ | | | |
| a Applied to underdistributions of prior years | | | |
| b Applied to 2024 distributable amount | | | |
| c Remainder. Subtract lines 4a and 4b from line 4. | | | |
| 5 Remaining underdistributions for years prior to 2024, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions. | | | |
| 6 Remaining underdistributions for 2024. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions. | | | |
| 7 Excess distributions carryover to 2025. Add lines 3j and 4c. | | | |
| 8 Breakdown of line 7: | | | |
| a Excess from 2020..... | | | |
| b Excess from 2021..... | | | |
| c Excess from 2022..... | | | |
| d Excess from 2023..... | | | |
| e Excess from 2024..... | | | |

BAA

Schedule A (Form 990) 2024

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Part II, Line 10 - Other Income

| Nature and Source | 2024 | 2023 | 2022 | 2021 | 2020 |
|-------------------|--------------------|--------------------|--------------------|--------------------|-------------------|
| OTHER INCOME | | | | | |
| Total | \$ 498,458. | \$ 369,119. | \$ 279,859. | \$ 136,267. | \$ 25,426. |
| | <u>\$ 498,458.</u> | <u>\$ 369,119.</u> | <u>\$ 279,859.</u> | <u>\$ 136,267.</u> | <u>\$ 25,426.</u> |

SCHEDULE D
(Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public
Inspection

Employer identification number

THE JAZZ LOFT INC

47-2447200

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

| | (a) Donor advised funds | (b) Funds and other accounts |
|---|------------------------------|------------------------------|
| 1 Total number at end of year | | |
| 2 Aggregate value of contributions to (during year) | | |
| 3 Aggregate value of grants from (during year) | | |
| 4 Aggregate value at end of year | | |
| 5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Part II Conservation Easements

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

| | |
|---|---|
| <input type="checkbox"/> Preservation of land for public use (for example, recreation or education) | <input type="checkbox"/> Preservation of a historically important land area |
| <input type="checkbox"/> Protection of natural habitat | <input type="checkbox"/> Preservation of a certified historic structure |
| <input type="checkbox"/> Preservation of open space | |

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

| | Held at the End of the Tax Year |
|--|---------------------------------|
| a Total number of conservation easements | 2a |
| b Total acreage restricted by conservation easements | 2b |
| c Number of conservation easements on a certified historic structure included on line 2a | 2c |
| d Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register | 2d |

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year

4 Number of states where property subject to conservation easement is located

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year \$

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1. \$

(ii) Assets included in Form 990, Part X. \$ 385,233.

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items.

a Revenue included on Form 990, Part VIII, line 1. \$

b Assets included in Form 990, Part X. \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).

a ☒ Public exhibition

d ☐ Loan or exchange program

b ☒ Scholarly research

e ☐ Other

c ☒ Preservation for future generations

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII. See Part XIII

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☒ No

Part IV Escrow and Custodial Arrangements

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table.

| | Amount |
|--------------------------------------|--------|
| c Beginning balance..... | 1c |
| d Additions during the year..... | 1d |
| e Distributions during the year..... | 1e |
| f Ending balance..... | 1f |

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☐

Part V Endowment Funds

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

| | (a) Current year | (b) Prior year | (c) Two years back | (d) Three years back | (e) Four years back |
|---|------------------|----------------|--------------------|----------------------|---------------------|
| 1a Beginning of year balance..... | | | | | |
| b Contributions..... | | | | | |
| c Net investment earnings, gains, and losses..... | | | | | |
| d Grants or scholarships..... | | | | | |
| e Other expenditures for facilities and programs..... | | | | | |
| f Administrative expenses..... | | | | | |
| g End of year balance..... | | | | | |

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment _____ %

b Permanent endowment _____ %

c Term endowment _____ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

(i) Unrelated organizations?.....

(ii) Related organizations?.....

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?.....

4 Describe in Part XIII the intended uses of the organization's endowment funds.

| | Yes | No |
|--------|-----|----|
| 3a(i) | | |
| 3a(ii) | | |
| 3b | | |

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

| Description of property | (a) Cost or other basis (investment) | (b) Cost or other basis (other) | (c) Accumulated depreciation | (d) Book value |
|---|--------------------------------------|---------------------------------|------------------------------|----------------|
| 1a Land..... | | | | |
| b Buildings..... | | | | |
| c Leasehold improvements..... | | 163,270. | 21,046. | 142,224. |
| d Equipment..... | | 95,682. | 43,510. | 52,172. |
| e Other..... | | 402,462. | 13,803. | 388,659. |
| Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B)). | | | | 583,055. |

BAA

Schedule D (Form 990) (Rev. 12-2024)

Part VII Investments – Other Securities

N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

| (a) Description of security or category (including name of security) | (b) Book value | (c) Method of valuation: Cost or end-of-year market value |
|--|----------------|---|
| (1) Financial derivatives..... | | |
| (2) Closely held equity interests..... | | |
| (3) Other | | |
| (A) | | |
| (B) | | |
| (C) | | |
| (D) | | |
| (E) | | |
| (F) | | |
| (G) | | |
| (H) | | |
| Total. (Column (b) must equal Form 990, Part X, line 12, column (B)). ... | | |

Part VIII Investments – Program Related

N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

| (a) Description of investment | (b) Book value | (c) Method of valuation: Cost or end-of-year market value |
|--|----------------|---|
| (1) | | |
| (2) | | |
| (3) | | |
| (4) | | |
| (5) | | |
| (6) | | |
| (7) | | |
| (8) | | |
| (9) | | |
| Total. (Column (b) must equal Form 990, Part X, line 13, column (B)). ... | | |

Part IX Other Assets

N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

| (a) Description | (b) Book value |
|--|----------------|
| (1) | |
| (2) | |
| (3) | |
| (4) | |
| (5) | |
| (6) | |
| (7) | |
| (8) | |
| (9) | |
| Total. (Column (b) must equal Form 990, Part X, line 15, column (B)). ... | |

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

| 1. | (a) Description of liability | (b) Book value |
|--|------------------------------|----------------|
| | (1) Federal income taxes | |
| | (2) ACCRUED PAYROLL | 12,959. |
| | (3) | |
| | (4) | |
| | (5) | |
| | (6) | |
| | (7) | |
| | (8) | |
| | (9) | |
| Total. (Column (b) must equal Form 990, Part X, line 25, column (B)) | | 12,959. |

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII. ☐

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

| | | | | |
|---|--|----|---|--|
| 1 | Total revenue, gains, and other support per audited financial statements..... | | 1 | |
| 2 | Amounts included on line 1 but not on Form 990, Part VIII, line 12: | | | |
| | a Net unrealized gains (losses) on investments..... | 2a | | |
| | b Donated services and use of facilities..... | 2b | | |
| | c Recoveries of prior year grants..... | 2c | | |
| | d Other (Describe in Part XIII.)..... | 2d | | |
| | e Add lines 2a through 2d..... | 2e | | |
| 3 | Subtract line 2e from line 1..... | | 3 | |
| 4 | Amounts included on Form 990, Part VIII, line 12, but not on line 1: | | | |
| | a Investment expenses not included on Form 990, Part VIII, line 7b..... | 4a | | |
| | b Other (Describe in Part XIII.)..... | 4b | | |
| | c Add lines 4a and 4b..... | 4c | | |
| 5 | Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)..... | | 5 | |

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

| | | | | |
|---|---|----|---|--|
| 1 | Total expenses and losses per audited financial statements..... | | 1 | |
| 2 | Amounts included on line 1 but not on Form 990, Part IX, line 25: | | | |
| | a Donated services and use of facilities..... | 2a | | |
| | b Prior year adjustments..... | 2b | | |
| | c Other losses..... | 2c | | |
| | d Other (Describe in Part XIII.)..... | 2d | | |
| | e Add lines 2a through 2d..... | 2e | | |
| 3 | Subtract line 2e from line 1..... | | 3 | |
| 4 | Amounts included on Form 990, Part IX, line 25, but not on line 1: | | | |
| | a Investment expenses not included on Form 990, Part VIII, line 7b..... | 4a | | |
| | b Other (Describe in Part XIII.)..... | 4b | | |
| | c Add lines 4a and 4b..... | 4c | | |
| 5 | Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)..... | | 5 | |

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

Part III, Line 4 - Description Of Organization Collections & How Furthers Exempt Purpose

COLLECTION OF HISTORICAL ITEMS ARE ON DISPLAY IN MUSEUM TO EDUCATE AND PRESERVE THE HISTORY OF JAZZ.

SCHEDULE O
(Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

Name of the organization

THE JAZZ LOFT INC

Employer identification number

47-2447200

Form 990, Part I, Line 1 - Organization Mission or Significant Activities

THE MISSION OF THE JAZZ LOFT IS TO ENTERTAIN, ENRICH AND EXPAND A GLOBAL COMMUNITY FOR JAZZ THROUGH PERFORMANCE, EDUCATION AND ADVOCACY IN THE SPRIT OF SWING. THE JAZZ LOFT IS DEDICATED TO A SOLID YET EVOLVING VISION AND TOWARD EMBRACING CHARACTERISTICS AND PRACTICES WHICH SECURE ITS SUSTAINABILITY FOR THE FUTURE. THE JAZZ LOFT UNITES THIS DYNAMIC, AMERICAN-BORN MUSIC WITH FUTURE GENERATIONS THROUGH PERFORMANCE, EDUCATION, PRESERVATION AND ADVOCACY.

Form 990, Part III, Line 1 - Organization Mission

THE MISSION OF THE JAZZ LOFT IS TO ENTERTAIN, ENRICH AND EXPAND A GLOBAL COMMUNITY FOR JAZZ THROUGH PERFORMANCE, EDUCATION AND ADVOCACY IN THE SPRIT OF SWING. THE JAZZ LOFT IS DEDICATED TO A SOLID YET EVOLVING VISION AND TOWARD EMBRACING CHARACTERISTICS AND PRACTICES WHICH SECURE ITS SUSTAINABILITY FOR THE FUTURE. THE JAZZ LOFT UNITES THIS DYNAMIC, AMERICAN-BORN MUSIC WITH FUTURE GENERATIONS THROUGH PERFORMANCE, EDUCATION, PRESERVATION AND ADVOCACY.

Form 990, Part III, Line 4a - Program Service Accomplishments

THE JAZZ LOFT'S MISSION IS ONE OF JAZZ PRESERVATION, EDUCATION, AND PERFORMANCE, AND HAS QUICKLY BECOME THE PREMIER DESTINATION FOR ALL THINGS JAZZ. PRESENTING A FULL PERFORMANCE CALENDAR OF LOCAL, NATIONAL AND INTERNATIONAL ARTISTS IN OUR PERIOD 1940S SECOND FLOOR PERFORMANCE SPACE THE LOFT ALSO HAS AN EXTENSIVE EDUCATIONAL PROGRAM. OUR PRE-COLLEGE JAZZ INSTITUTE IN COLLABORATION WITH STONY BROOK UNIVERSITY OFFERS TRAINING IN JAZZ THEORY, PERFORMANCE AND MASTERCLASS SETTINGS TO OUTSTANDING HIGH SCHOOL MUSICIANS. OUR YOUNG AT HEART PROGRAM OFFERS MUSIC THERAPY PRESENTATIONS FOR THOSE WITH MEMORY LOSS AND THEIR CAREGIVERS. A MONTHLY LECTURE SERIES AND SCHEDULED FAMILY CONCERTS ROUND OUT OUR COMMUNITY OUTREACH ENDEAVORS WHICH ARE DUE IN PART TO AN OUTSTANDING TEAM OF SPONSORS AND COMMUNITY LEADERS. THE JAZZ LOFTS FINAL MISSION POINT IS THAT OF PRESERVATION WHICH IS ALIVE AND WELL AND ON VIEW 24/7 IN OUR 6,000

SCHEDULE O
(Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

THE JAZZ LOFT INC

Employer identification number

47-2447200

Form 990, Part III, Line 4a - Program Service Accomplishments

SQUARE FEET OF ORIGINAL JAZZ MEMORABILIA SPANNING 100 YEARS OF THE AMERICAN BORN ART
FORM CELEBRATING NOT ONLY THE MUSIC, BUT ART AND PHOTOGRAPHY AS WELL THROUGHOUT OUR
MANY GALLERIES.

Form 990, Part VI, Line 11b - Form 990 Review Process

THE BOARD IS PROVIDED A COPY OF THE 990 WHICH IT REVIEWS AND APPROVES ANNUALLY.

Form 990, Part VI, Line 12c - Explanation of Monitoring and Enforcement of Conflicts

ALL BOARD MEMBERS ARE REQUIRED TO REGULARY DISCLOSE/SIGN ANY POTENTIAL CONFLICTS OF
INTEREST.

Form 990, Part VI, Line 15a - Compensation Review & Approval Process - CEO & Top Management

THE BOARD USES COMPARABLES- THE PRESIDENT IS COMPENSATED WELL BELOW MARKET RATES.

Form 990, Part VI, Line 19 - Other Organization Documents Publicly Available

No other documents available to the public.

**Form 990, Part IX, Line 11g
Other Fees For Services**

| | (A) Total | (B) Program Services | (C) Management & General | (D) Fund- raising |
|-------------------|--------------|----------------------------|--------------------------------|-------------------------|
| OTHER CONTRACTORS | 33,279. | 19,967. | 9,984. | 3,328. |
| PERFORMER FEES | 341,404. | 341,404. | | |
| Total | \$ 374,683. | \$ 361,371. | \$ 9,984. | \$ 3,328. |

Form 990, Part XII, Line 2 - Change of Oversight or Selection Process

FINANCIAL COMMITTEE PROVIDES OVERSIGHT AND REPORTS TO THE BOARD.

| GENERAL | | VAIL-LEAVITT MUSIC HALL - Conditions and Recommendations |
|----------------------|---|--|
| Overview | The following project investigation has been carried out by Steward Preservation Services (SPS) at the request of the Vail-Leavitt Music Hall executive Board, in cooperation with the Town of Riverhead, Department of Community Development, to provide an initial investigation of the 1881 Vail-Leavitt Music Hall, in order to provide recommendations for needed repairs and potential restoration options. In this case, SPS is providing insight specifically with reference to Building Preservation and Architectural Conservation, including the assessment of current building conditions and recommendations for repair and restoration. Project investigation may include (where applicable): a review of project file information, available historical documentation and visual information, relevant site information, and close-range site and/or historic structure review. | |
| Project Goals | The primary focus of this investigation was to identify physical conditions of building components that may be problematic, including type, material, location, and severity. Simultaneously, the dual purpose of this exercise is to allow the determination of appropriate response steps, and specifically corrective maintenance methods, repair options as well as corrective procedures, in order to facilitate planning and sequenced action steps. In addition, it should be assumed that similar periodic review and assessment should be carried out again in the future on a cyclical basis, given that conditions change regularly, and to determine whether additional repair or corrections are required. | |
| Inspection | Visual inspection was carried out at both the exterior and interior through close-range review of representative areas via close-range visual review with ladder access as required, binocular observation, and magnified photography. Normal use of remote drone observation was not possible due to high winds existing in the immediate area. Surfaces were reviewed for soundness through probing for stability, with individual components reviewed for physical integrity. Specific concern was applied regarding historic materials worthy of preservation. Observations were recorded on field sketches, photographs, and/or as field notes as applicable. A summarized list of recommendations is provided below; comments made are intended to supplement those actions and provide guidance for additional proactive measures. | |
| Disclaimer | The recommendations below are designed to bring attention to overall observed building conditions found at the time of the associated site survey, and to note in particular, problematic conditions that require attention in order to prevent continued damage and/or further deterioration. Recommendations for correction actions may be general or in some cases specific due to a number of factors, including material(s), location(s) and/or individual circumstances. Recommendations are NOT intended to be used in lieu of/or as written specifications for work procedures, and cost projections are to be considered preliminary in nature and are NOT to be misconstrued as actual work estimates or quotes from contractors. It should further be noted that the observations and recommendations of this study are time sensitive and may require updated review and possible amendment annually. In all cases, follow-up procedures should include solicitation of qualified tradesperson(s) and/or crafts person(s)/contractor estimates/quotes for repair and/or maintenance procedures, that are intended to fully address affected areas. Qualified craftspeople, trades people and contractors should provide specific recommendations and proposals for execution of work as they see fit and which comprehensively addresses existing conditions at the time of their own individual site reviews and assessments. Multiple comparative quotes should be sought in all cases, so that comparison in cost, quality and follow-up performance guarantees can be made, which will allow facilitation of informed decisions regarding which company to employ. The findings of this study can be used as a general guide to provide guidance and descriptions of problematic conditions as well as locations where they occur, and which can be used by craftspeople, trades people and/or contractors as a general outline of required tasks. | |

| <p>Note: As with all repair and maintenance procedures, and particularly in the case of historic structures, only qualified, well-trained and/or certified tradespeople, crafts persons and/or contractors should be engaged to ensure that reliable long-term corrections are provided.</p> <p>All engaged tradespeople, crafts persons and/or contractors should have proven and demonstrable experience in similar historic projects, with a minimum of five (5) years comparative successful experience, and should also be required of all work persons.</p> <p>Designated work crews should be provided, with specific crew members called out so that qualified crew members are guaranteed to be consistently supplied for the project.</p> <p>In addition, references should be provided as well as examples of similar comparative work.</p> <p>All work should be covered by warranties regarding workmanship, quality of materials and performance of work.</p> <p>Product systems must be guaranteed to be applied in accordance with manufacturer's recommendations, including all required preparation procedures, required equipment/techniques, timing and working temperatures for both application/curing/use, and quality control.</p> | | | | POTENTIAL FUTURE COSTS |
|--|---|--|---------------------------|---------------------------|
| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs Direct | |
| GENERAL | Many areas of require work to roofing and exterior facades are generally inaccessible and will require specialized equipment given the short-term nature of required repairs and maintenance procedures. | ACCESS FACILITATION: Assume that a person-lift will be required for access to gutters, facades and roofing, with work occurring over a monthly basis. Assume contracted fee for designated time period: to be adjusted accordingly. Allowance. | \$40,000.00 | \$5,000.00 |
| ROOFING | | | | |
| General | Gutter troughs appear to have failed at isolated locations allowing water infiltration to the building envelope and will require repair. Specifically, water infiltration has occurred on south gutter trough from mid-span to west side (see Gutters/Leaders below). | REPAIR: The south side gutter trough, mid-span to west side, appears to have failed and has allowed water penetration to the interior auditorium balcony area, negatively impacting plaster surfaces and wood stair components at the interior. See below. | | |
| | More recent exterior aluminum drip-edge flashing was installed at the sheathing deck at the east and west sides. | FUTURE REPAIR: Likely installed as part of more recent ongoing roof repairs. The aluminum drip edge appears to be sound but in poor to fair shape, and should be replaced with the next cycle of roof installations. | | \$950.00 |
| | No current roof access hatch from the attic exists; although an earlier framed opening for a previous roof hatch still remains at the interior roof frame, roughly mid-span at the north side peak. | LONG TERM REPAIR: Given the general inaccessibility of the roof due to high walls and limited side connections, access to the roof for maintenance purpose would be very helpful, although an alternate method or route should be investigated as well. | | \$1,850.00 |
| Roof Trim | Areas of peeling paint are visible across wood surfaces, as well as ongoing separation and lifting of individual wood elements, and advanced rot observed at gutter/leader outlets where roof runoff overflow appears to have occurred. | REPAIR: Roof trim requires repair and replacement in kind in several areas, particularly at the rear and side facades. This work should be coordinated with repair of the gutter and replacement of overall roofing. | \$2,750.00 | \$343.75 |
| | Roof rake trim is pulling away from wall areas at both east and west sides and exhibits advanced deterioration, missing sections, paint peeling, miscellaneous holes, and ongoing rot. | REPAIR: Assume replacement of questionable sections will be required, particularly at areas of rot. | \$1,500.00 | \$187.50 |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|----------------------------|---|---|--|-----------------|-------------|---------------------------|
| | | | | Direct | Grmg. 12.5% | |
| | Bird entry appears to have occurred at the east facade rake trim, north side, allowing nesting and access to interior wall pockets, and until more recently, direct access into the attic which appears to have been hindered via application of spray foam insulation installed at the interior. Exterior barriers need to be installed. | CRITICAL REPAIR: Due to active bird nesting, the north side roof rake to wall connection must be probed and secured against possible bird entry and nesting; review all areas to determine if additional measures are required. | | \$3,500.00 | \$437.50 | |
| <u>Chimney / Chase way</u> | The chimney appears to be missing a vented cap, and thus may be allowing both water and bird entry into the flue/shaft area. | CRITICAL REPAIR: A vented rain cap with bird/rodent screening should be installed to keep foreign bodies and rain out. | | \$3,250.00 | \$406.25 | |
| | Areas of missing brick appear to exist at the top half, with peeling paint and surface efflorescence. | REPAIR: Missing, loose and/or damaged brick should be replace and secured with new mortar. A proper sloped rain shelf should also be provided if not already in place. | | \$1,850.00 | \$231.25 | |
| | Vertical battens and sections of plywood on the chase way have become disconnected and are coming apart. | REPAIR: All loose sections of battens and plywood need to be secured to prevent damage and water infiltration. | | \$1,150.00 | \$143.75 | |
| | The base section of the chase way has lost its plywood face, exposing inner areas and insulation (now weathered and holding moisture). | REPAIR: The base area requires repair; remove wet/deteriorated insulation and replace with new, in conjunction with installation of new plywood and fasteners to ensure no water entry occurs. Provide rodent barrier if required. | | \$750.00 | \$93.75 | |
| <u>Gutters / Leaders</u> | The depth of the gutter troughs could not be confirmed due to inaccessibility during this review, coupled with high winds preventing remote drone use, and thus it is possible that over time, typically reduced depth troughs can allow side overflow from downward moving roof rainwater runoff. | SIGNIFICANT REPAIR: The gutters require repair, particularly at the south roof slope; a full inspection of gutters along with cleaning and any other required repair, should be carried out in a coordinated manner. | | \$6,500.00 | \$812.50 | |
| | Further, the connection of gutter to leader outlets at the roof/gutter east side ends, appears to have been improperly improv'ised and thus has become compromised over time, which may be inhibiting proper exit flow capacity. | CRITICAL REPAIR: Provide improved gutter to leader connections that will not inhibit flow rate even at the highest perceived water amount and to prevent potential obstruction from foreign bodies. | | \$5,750.00 | \$718.75 | |
| | At grade level at both the southeast and northeast leader-to-base tail connections, at overlapping joints have become disconnected, causing overflow spilling of roof runoff onto/against the foundation at grade, and with it, localized flooding of the area immediately surrounding the foundation. | CRITICAL REPAIR: Repair leader-to-base tail connections to ensure that all sections are properly installed and secured to prevent separation, including to underground piping which needs similar inspection for proper function. | | \$3,500.00 | \$437.50 | |
| | This action commonly leads to ongoing water penetration into adjacent interior foundation areas. | REPAIR: Provide repair as noted above to prevent water infiltration to foundation at grade. <u>See Hardscape above.</u> | | | | |
| EXTERIOR | | | | | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|----------------------------|---|--|-----------------|----------------|------------------------|
| | | | Direct | Conting. 12.5% | |
| <u>West / Front Facade</u> | The brick façades are currently painted where originally exposed, but peeling in many spots. | REPAIR: Existing exposed brick with open joints should be repointed as needed with a Type N masonry mortar with flush or slightly recess joints to ensure tight waterproof seals. Targeted spot repairs are required. MAINTENANCE: Provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. | \$1,500.00 | \$187.50 | \$8,000.00 |
| | Some areas of step cracking in the brick façades are apparent (i.e. west façade, south side round-headed attic window, head), as well as random spalling brick components and mortar loss. | REPAIR: Isolated areas of damage should be addressed as soon as possible for potential repair, and monitored for potential ongoing movement and/or loss. | \$850.00 | \$106.25 | |
| | Much of this condition appears to relate to ongoing water infiltration to façade surfaces, compounded by a lack of proper maintenance (i.e. repointing). | REPAIR: Address all active areas of water penetration <u>as noted above and below</u> . | Incl. above | | |
| <u>East / Rear Facade</u> | The west façade displays random areas of missing mortar, although of lesser concern; however the east/rear façade exhibits more severe conditions and associated cause for greater concern; see below. Random areas of missing mortar exist across the entire façade; as well as at the 2nd floor emergency exit door, at the raised concrete exit pad junction. Mortar loss and associated open joints which exist likely foster water entry to the façade envelope, as can be seen in <u>wet/moisture laden areas across the façade</u> . | REPAIR: All areas of mortar loss, failed or crumbling mortar should be replaced in-kind with matching mortar and pointed flush to ensure proper joint seals, and allowed to dry fully prior to additional coating with breathable masonry coatings. | | | |
| | Some areas of resultant step cracking are apparent (at random locations), as well as scattered spalled brick components. | REPAIR: Provide repair of isolated brick damage and/or loss with matching brick and mortar; replace mortar at step cracking and monitor for potential additional movement. | \$6,700.00 | \$837.50 | |
| | Step cracking also exists at the 2nd floor exit door lintel as well as cracking at the north side of a replaced door lintel and adjacent former window lintel. | REPAIR: Provide spot repair to locations as noted; replace mortar at step cracking and monitor for potential additional movement. | Incl. above | | |
| | 2 sections of the east façade show vertical signs of water damage and 'pushout' of brick at the wall plane, possibly relating to interior supports being negatively affected by water intrusion. | REPAIR: Provide repair of isolated brick damage and/or loss with matching brick and mortar; replace mortar at step cracking and monitor for potential additional movement. | Incl. above | | |
| | Much of these conditions appear to relate to ongoing water infiltration to façade surfaces, compounded by a lack of proper maintenance (i.e. regular repointing). | REPAIR: Address all active areas of water penetration <u>as noted above and below</u> . | | | |
| | The 1 st floor rear entry door exhibits separation from the brick wall; with caulk pulled away revealing a significant gap opening to the interior wall cavity. | REPAIR: The door frame junction at the wall will require full cleanup of all debris and crumbled mortar to allow assessment for proper repair and resetting. Resecure door mounts to halt additional movement. | \$1,450.00 | \$181.25 | |
| | | | | | |

Conditions Observations and Recommended Actions - PRIORITY ITEMS

January 2023

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|----------------------------|--|--|--|-----------------|----------------|------------------------|
| | | | | Direct | Conting. 12.5% | |
| North / South Side Facades | At the south side alleyway, the brick facades are currently painted where originally exposed, but peeling in many spots, and originally concealed areas are left exposed with compromised mortar joints in several locations. | REPAIR: Existing exposed brick with open joints should be repointed with a Type N masonry mortar with flush or slightly recess joints to ensure tight waterproof seals. Targeted spot repairs are required. MAINTENANCE: Provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. | | \$2,850.00 | \$356.25 | \$15,000.00 |
| | At the south side alleyway, there is a noticeable separation between the brick/foundation wall areas and the sloped concrete ramp, fostering potential entry points for water infiltration at grade, and into the foundation. | REPAIR: Concrete pads and sidewalk areas exist at the east, south and west facades; ensure that all close junctions are properly sealed to prevent water entry into joint areas and resultant percolation to adjacent foundation spaces. <u>Assumed to be provided by Town services.</u> | | | | |
| Windows | Flush faced brownstone lintels and projecting brownstone sills appear generally sound, although the north most window lintel at the second floor has lost its outside surface layer through "sloughing", and the 2 nd lintel from north is cracked. | REPAIR: Targeted spot repairs are required. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. See above. | | \$1,200.00 | \$150.00 | |
| | At the east/rear facade, all windows have been boarded up at the exterior side excluding at the second floor where a sash bottom half appears to be covered at interior. | REPAIR: Windows are not properly sealed, with many areas allowing outside air infiltration. Provide proper weather stripping to existing window units, and make sure that outside coverings allow breathing of interior pockets to avoid moisture retention. | | \$900.00 | \$112.50 | |
| Foundation | The west side foundation directly abuts the sidewalk, similar to other buildings on the street; the junction of foundation stone and sidewalk is closed and fosters water retention and biological/plant growth. | REPAIR: Provide general maintenance, including replacement of failed and/or lost pointing. MAINTENANCE: Replace flexible seals at sidewalk junctions. <u>Assumed to be provided by Town services.</u> | | \$650.00 | \$81.25 | |
| | At the south alley side wall, closest to the west facade, significant mortar loss has occurred at the stone foundation and brick wall areas directly above, likely due to washout caused by periodic flooding and roof gutter overflow above the alleyway. This condition requires timely attention. | CRITICAL REPAIR: All areas of mortar wash-out, failure and/or loss must be cleaned of all loose materials, and prepared for repair. Where bedding mortar has been affected, new replacement bedding mortar should be installed using a Type S lime-based bedding mortar, filling open mortar joints to 1" depth from the outside surface of stone/brick. Following a full cure period, the separate addition of a Type N lime-based pointing should then be applied, filling remaining open mortar joints flush with the outside surface of stone/brick, and tooled to match original mortar finishing characteristics. | | \$1,750.00 | \$218.75 | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|---|--|---|-----------------|----------------|---------------------------|
| | | | Direct | Conting. 12.5% | |
| <u>Front Entry Vestibule and Emergency Exit Areas</u> | At the north side recessed front entry vestibule, modern plywood side panels have been installed and had were previously parge-coated with an applied stucco coating which has since failed and peeled off the plywood surface. | REPAIR: If a cement stucco is to be used, a backing anchoring system will be required. As an alternate, synthetic surfaces stuccos may be used which are suitable for a semi-protected area such as the recessed entryway. All surfaces must be cleared of existing stucco and prepped according to material requirements. | \$850.00 | \$106.25 | |
| <u>Side Alley / Facade</u> | The upper half of the brick façade is painted, above the line of where the removed historic wood-framed abutted the south wall, revealing multiple previous roof configurations, and exhibiting exposed/unprotected common brick below. | REPAIR: Existing exposed brick with open joints should be repointed with a Type N masonry mortar with flush or slightly recess joints to ensure tight waterproof seals. Targeted spot repairs are required. MAINTENANCE: Provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. See North / South Side Facades above | Incl. above | | |
| | Step flashing and tar are still visible in several locations where the earlier roofing configurations connected to the south side wall. One area of through wall screw bracing at step flashing exists, with open areas remaining where metal was previously inserted. | REPAIR: Remnant flashing areas should be cleared of all misc. left over materials and resultant open joints repointed to provide proper seals. | \$2,500.00 | \$312.50 | |
| | Surviving mortar at both the foundation and brick at original concealed wall areas is unfinished, without decorative tooling due to the original utility wall construction. | REPAIR: If surviving mortar presents projecting areas that create "water shelf" conditions (which can foster directing water into wall areas), these areas should be addressed to remove projecting mortar by careful cutting and grinding mortar back to create a smooth surface. Care must be taken to avoid cutting and/or marring the surface of wall brick or foundation stone. | \$1,500.00 | \$187.50 | |
| | Random eroded bricks exist abut are minor in severity. | CRITICAL REPAIR: All areas of erosion should be repointed as required to provide a continuously sealed wall area. If required, severely eroded bricks should be removed and replaced with matching brick, and reset with bedding/pointing mortar as required. See above. | \$2,250.00 | \$281.25 | |
| | Missing mortar and open joints are more readily apparent toward the base level. | CRITICAL REPAIR: All areas of mortar wash-out, failure and/or loss must be cleaned of all loose materials, and prepared for repair. Where bedding mortar has been affected, new replacement bedding mortar should be installed using a Type S lime-based bedding mortar, filling open mortar joints to 1" depth from the outside surface of stone/brick. Following a full cure period, the separate addition of a Type N lime-based pointing should then be applied, filling remaining open mortar joints flush with the outside surface of stone/brick, and tooled to match original mortar finishing characteristics | \$2,000.00 | \$250.00 | |

Conditions Observations and Recommended Actions - PRIORITY ITEMS

January 2023

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs Direct | Estimated Costs Cmtg. 12.5% | POTENTIAL FUTURE COSTS |
|---------|--|--|---------------------------|--------------------------------|---------------------------|
| | A modern aluminum pipe handrail has been mounted to the sloped concrete ramp at the south side alleyway, adjacent to building; the mounts have failed at specific locations posing a hazard for pedestrians. | REPAIR: All mounts to the concrete pads should be checked for stability and repaired if necessary. Given the structural stress such supports can generate, the use of specifically designed mounting fastening systems should be employed (i.e. Hilti, Fastenal, etc.), and seated at recommended depths and locations on the concrete surfaces. <u>Assumed to be provided by Town services.</u> | | | |
| | A rubble stone granite and brownstone foundation remains with significant mortar washout and open joints/missing mortar to both brick and foundation pointing, at the west side where the sloped ramp exposes the foundation level. | REPAIR: All areas of mortar wash-out, failure and/or loss must be cleaned of all loose materials, and prepared for repair. Where bedding mortar has been affected, new replacement bedding mortar should be installed using a Type S lime-based bedding mortar, filling open mortar joints to 1" depth from the outside surface of stone/brick. Following a full cure period, the separate addition of a Type N lime-based pointing should then be applied, filling remaining open mortar joints flush with the outside surface of stone/brick, and tooled to match original mortar finishing characteristics. <u>See above.</u> | Incl. above | | |
| | The sloped concrete ramp pavement abuts the foundation and upper brick wall with old/failed waterproof seals which are likely allowing water entry into the adjacent crawlspace. | REPAIR: All failed and/or suspect seals at sidewalk to wall junctions should be inspected and replaced if sound function is not consistently observed. Seals must ensure that no water penetration or entrapment is possible. Simultaneous confirmation of functioning drainage systems must be made. <u>See below;</u> assumed to be provided by Town services. | | | |
| | Three (3) 4 ft trench drains exist within the sloped concrete alleyway ramp, 2 placed closer to the west side, and 1 at top platform; and again at the east side. It is not clear if this system is working effectively although conditions - including clogging of drains suggest that this is not the case. In addition, the number of drain heads appears to be insufficient for effective drainage function. | REPAIR: All drain heads require clearing and cleaning of debris, and underground piping should be snaked and checked for proper function. Longer trench drain sections should be installed, at regular intervals along the slope of the concrete ramp in order to be realistically effective. <u>Assumed to be provided by Town services.</u> | | | |
| | As an example, the pitch of the sloped concrete ramp appears to be incorrect, thereby causing water flow to be pushed against building. | REPAIR: Optimally, continuous trench drains should be installed at the junction of the sidewalk to the building, to carry water away before it can strike the side of the structure. <u>Assumed to be provided by Town services.</u> | | | |
| | As a result, bio growth has occurred at base areas of the wall and from adjacent concrete backsplash. | REPAIR: All areas of bio growth should be removed and cleaned, in coordination with improvement of waterproof seals and drainage components. <u>Assumed to be provided by Town services.</u> | | | |
| | | | | | |
| | | | | | |
| Signage | The original metal sign box is decorated with ornate filigree at the top but has since covered with modern signage plates | REPAIR: The original sign box face likely relates to previous usage and should be preserved with repair as required. | \$1,050.00 | \$131.25 | |
| | The sign is older and retrofitted and exhibits areas of wear and deterioration; replacing previous signs used at the location. | REPAIR: The original box shows signs of wear and corrosion and should be repaired and protected from further corrosion. <u>See above.</u> | Incl. above | | |
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Steward Preservation Services LLC

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|--|--|--|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| INTERIOR <u>Attic</u> | UPPER LEVEL | | | | |
| | However, bird nesting appears to be active at wall cavity areas connected to the exterior roof trim. | CRITICAL REPAIR: Repair exterior roof/trim in this area to ensure that no bird nesting or other infestation takes place. <u>See Roof Trim: CRITICAL REPAIR above.</u> | Incl. above | | |
| | A thermostat-controlled exhaust vent fan exists behind the original east side window opening, directly behind a vertical truss post, thereby blocking more than 50% of the opening. | REPAIR: Repositioning of the exhaust vent fan to the south side for improved air flow should be considered. | \$450.00 | \$56.25 | |
| | The exterior panel of the exhaust fan mounting is coming away at the exterior creating a wide gap which allows air infiltration and insect entry. | REPAIR: Gap-fill openings to prevent unwanted air flow to the interior; efforts should be protected at the exterior side to prevent deterioration from exposure. | \$250.00 | \$31.25 | |
| INTERIOR <u>2nd Floor</u> <u>Auditorium</u> <u>Music Hall</u> | SECOND FLOOR LEVEL | | | | |
| | Stair walls are bead board and extend upward, some with isolated areas of damage at the South stair wall showing separation of treads to wall stringer supports, stemming from a leaking roof gutter above. | CRITICAL REPAIR: Following timely repair of the exterior south side gutter (see above) the stair stringer to tread connections require repair by pulling the stair configuration back together and/or providing interim support at the underside of the stair run. | \$5,500.00 | \$687.50 | |
| | One area of peeling paint on polychrome trim above stage exists at the ceiling level. | REPAIR: Check attic directly above for possible water entry and/or negative influencing conditions and correction; scrape, prepare and refinish to match as required. | \$1,250.00 | \$156.25 | |
| | On the rear exterior wall, every 6 th brick course mortar joint has been filled with wood strips which has now rotted out in many locations, leaving a void. | REPAIR: Refill smaller voids with Type S mortar, or rot resistant materials, to provide a stable filler between brick courses; areas where full bricks have been removed should be repaired with matching brick set in Type S bedding mortar, with Type N pointing mortar. All areas can be painted to match surrounding areas. | \$2,350.00 | \$293.75 | |
| <u>Auditorium</u> <u>Balcony Area</u> | | | | | |
| | A small area of plaster 'cancer' and cracking above the south side stair opening, west end cornice is noticeable, and likely related to a failed section of gutter above. | REPAIR: In coordination with repair of the gutter system above, replace all areas of damaged plaster in-kind, and in additional coordination with repair of the stair. | \$1,300.00 | \$162.50 | |
| | | | | | |
| <u>HVAC 2nd</u> <u>Floor</u> | | | | | |
| | Manually adjusted thermostats exist on all four walls, which suggests prior installations and less than optimal efficiency equipment; it is assumed that individual thermostats are designed to control individual air-handlers above; thermostats are worn but generally sound. | REPAIR: Replace all existing thermostats with compatible electronic programmable thermostats with seven (7) day program function allowing temporary override. Set thermostats for low-level heat at all non-event periods with adjustment as necessary for event comfort levels. | \$2,400.00 | \$300.00 | |
| INTERIOR | FIRST FLOOR LEVEL | | | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------------------|---|---|-----------------|----------------|---------------------------|
| | | | Direct | Conting. 12.5% | |
| Lower Auditorium | A smaller stage area exists at the east side which conceals the rear exterior wall and emergency exit door which is partially blocked by stored chairs, etc. | CRITICAL MAINTENANCE: Emergency exit door area should be kept free and clear of any/all obstructions in the event of an actual emergency, as well as at the exterior (see East / Rear Façade above). Stacking chair dollies should be considered for use to provide compact flexible storage. | \$900.00 | \$112.50 | |
| INTERIOR | LOWER LEVEL CELLAR / CRAWLSPACE | | | | |
| General | The south foundation wall is noticeably wet, the west foundation wall is damp (mortar intact), the north foundation wall is dry and sound, and the east foundation wall is wet with some mortar lost. | REPAIR: Areas of damp and/or wetness indicate likely sources of water infiltration from the exterior; all corresponding exterior locations should be monitored for water drainage effectiveness during periods of light to heavy rainfall, and corrected accordingly. In addition, all drainage components (gutters, leaders, underground piping, surface drainage grills, etc.) should be checked for proper function and addresses as required to establish proper function. <u>See above.</u> | Incl. above | | |
| | A former vent opening that was covered up at the south side exterior wall, may pose an entry point for water. | CRITICAL REPAIR: The former vent opening should be properly sealed, and adjacent exterior locations reviewed to prevent water intrusion in that area. | \$850.00 | \$106.25 | |
| | No air circulation was observed, fostering retention of a stagnant moisture-laden environment which can foster cyclical deterioration of contents. | CRITICAL REPAIR: Install circulation fans and dehumidification sufficient for surface area; provide proper ejection of condensate generated from dehumidification process. | \$3,250.00 | \$406.25 | |
| | Scattered storage items are piled throughout, with buildup of detritus/debris at the floor which is deteriorating and fostering moisture retention (i.e. old cardboard boxes, loose wood molding, water absorbent materials, etc.). | CRITICAL PROTECTION: All non-essential stored items should be removed and the cellar/crawlspace fully cleaned out to reduce moisture retention. If items need to be stored, these must be put in waterproof containers and raised up off the floor on platforms. As an example, old unused seats have been piled in corners directly on the floor and unprotected. | \$750.00 | \$93.75 | |
| | Misc. floor damage was noticed, and an irregular step height exists, posing a potential trip hazard. | REPAIR: Potential hazard areas should be addressed to reduce potential impact, as well as flagged to inform inhabitants and prevent problems. | \$250.00 | \$31.25 | |
| | A gas powered snowblower has been stored in the cellar. | CRITICAL REMOVAL: Storage of any flammable materials and/or gas-fueled equipment in the cellar/crawlspace is dangerous and should be removed immediately to separate storage elsewhere, and if needed - replaced with an electric or battery-operated unit. Any flammable materials that must be maintained in the cellar area should be stored only in flame-proof containers. | \$1,500.00 | \$187.50 | |

| GENERAL | | VAIL-LEAVITT MUSIC HALL - Conditions and Recommendations |
|----------------------|---|--|
| Overview | The following project investigation has been carried out by Steward Preservation Services (SPS) at the request of the Vail-Leavitt Music Hall executive Board, in cooperation with the Town of Riverhead, Department of Community Development, to provide an initial investigation of the 1881 Vail-Leavitt Music Hall, in order to provide recommendations for needed repairs and potential restoration options. In this case, SPS is providing insight specifically with reference to Building Preservation and Architectural Conservation, including the assessment of current building conditions and recommendations for repair and restoration. Project investigation may include (where applicable): a review of project file information, available historical documentation and visual information, relevant site information, and close-range site and/or historic structure review. | |
| Project Goals | The primary focus of this investigation was to identify physical conditions of building components that may be problematic, including type, material, location, and severity. Simultaneously, the dual purpose of this exercise is to allow the determination of appropriate response steps, and specifically corrective maintenance methods, repair options as well as corrective procedures, in order to facilitate planning and sequenced action steps. In addition, it should be assumed that similar periodic review and assessment should be carried out again in the future on a cyclical basis, given that conditions change regularly, and to determine whether additional repair or corrections are required. | |
| Inspection | Visual inspection was carried out at both the exterior and interior through close-range review of representative areas via close-range visual review with ladder access as required, binocular observation, and magnified photography. Normal use of remote drone observation was not possible due to high winds existing in the immediate area. Surfaces were reviewed for soundness through probing for stability, with individual components reviewed for physical integrity. Specific concern was applied regarding historic materials worthy of preservation. Observations were recorded on field sketches, photographs, and/or as field notes as applicable. A summarized list of recommendations is provided below; comments made are intended to supplement those actions and provide guidance for additional proactive measures. | |
| Disclaimer | The recommendations below are designed to bring attention to overall observed building conditions found at the time of the associated site survey, and to note in particular, problematic conditions that require attention in order to prevent continued damage and/or further deterioration. Recommendations for correction actions may be general or in some cases specific due to a number of factors, including material(s), location(s) and/or individual circumstances. Recommendations are NOT intended to be used in lieu of/as written specifications for work, procedures, and cost projections are to be considered preliminary in nature and are NOT to be misconstrued as actual work estimates or quotes from contractors. It should further be noted that the observations and recommendations of this study are time sensitive and may require updated review and possible amendment annually. In all cases, follow-up procedures should include solicitation of qualified tradesperson(s) and/or crafts person(s)/contractor estimates/quotes for repair and/or maintenance procedures, that are intended to fully address affected areas. Qualified craftspeople, trades people and contractors should provide specific recommendations and proposals for execution of work as they see fit and which comprehensively addresses existing conditions at the time of their own individual site reviews and assessments. Multiple comparative quotes should be sought in all cases, so that comparison in cost, quality and follow-up performance guarantees can be made, which will allow facilitation of informed decisions regarding which company to employ. The findings of this study can be used as a general guide to provide guidance and descriptions of problematic conditions as well as locations where they occur, and which can be used by craftspeople, trades people and/or contractors as a general outline of required tasks. | |

| <p>Note: As with all repair and maintenance procedures, and particularly in the case of historic structures, only qualified, well-trained and/or certified tradespeople, crafts persons and/or contractors should be engaged to ensure that reliable long-term corrections are provided.</p> <p>All engaged tradespeople, crafts persons and/or contractors should have proven and demonstrable experience in similar historic projects, with a minimum of five (5) years comparative successful experience, and should also be required of all work persons.</p> <p>Designated work crews should be provided, with specific crew members called out so that qualified crew members are guaranteed to be consistently supplied for the project.</p> <p>In addition, references should be provided as well as examples of similar comparative work.</p> <p>All work should be covered by warranties regarding workmanship, quality of materials and performance of work.</p> <p>Product systems must be guaranteed to be applied in accordance with manufacturer's recommendations, including all required preparation procedures, required equipment/techniques, timing and working temperatures for both application/curing/use, and quality control.</p> | | Projected Costs | | |
|--|--|----------------------------|--------|--------------|
| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Direct | Cntng. 12.5% |
| GENERAL | Historic 1881 two and ½ story, 4-bay width rectangular brick 1881 structure with full height attic, divided into two primary interior floors to accommodate a formal 2nd floor auditorium with upper balcony, all housed under full-sized gable roof with projecting wood trim. | Informational comment. | | |
| | Building location was originally mid-block infill placement with shared side walls abutting flanking 1-story wood-framed structures on both the north and south sides; earlier 20 th century replacement of the abutting structure to the north with a 2-story brick façade (later modified), and recent removal of multiple structures to the south side creating an alleyway. | <u>See below.</u> | | |
| | The front/west façade is comprised primary of smooth pressed-finished brick with ornate projecting brick trim at the roof rakes and shoulder-returns, offset by a formal raised/coursed stone foundation. | Informational comment. | | |
| | The secondary rear/east façade also used pressed-finished brick similar to front façade, but void of decorative brick trim and with reduced embellished roof rake trim and foundation stone. | Informational comment. | | |
| | Rougher, less ornate/durable configuration installations were carried out at the originally concealed side façades. These tertiary common brick side façades (south/north) used minimally dressed mortar joints, particularly at areas of former abutting 1-story structures at both the north and south façades. | <u>See below.</u> | | |
| | Rectangular and round-headed window openings with flush brownstone lintels and projecting brownstone sills survive at the west and east façades; double-hung windows (rectangular and round-headed) were comprised originally of 4-lite vertically sliding sash, as well as 8-pane center awning panel transoms which exist at the west side. | Informational comment. | | |

POTENTIAL
FUTURE COSTS

Conditions Observations and Recommended Actions

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|-----------|--|--|--|-----------------|--------------|---------------------------|
| | | | | Direct | Cntmg. 12.5% | |
| | Recessed and framed door openings remain, including at the extant full-width 1 st floor cast-iron storefront ensemble located at west facade. | Informational comment. | | | | |
| | Many areas of require work to roofing and exterior facades are generally inaccessible and will require specialized equipment given the short-term nature of required repairs and maintenance procedures. | ACCESS FACILITATION: Assume that a person-lift will be required for access to gutters, facades and roofing, with work occurring over a monthly basis. Assume contracted fee for designated time period, to be adjusted accordingly. Allowance. | | \$40,000.00 | \$5,000.00 | |
| SITE | | | | | | |
| | | | | | | |
| Landscape | No landscape exists at the front or rear areas, excluding adjacent sidewalk tree areas. | Informational comment. | | | | |
| Hardscape | The west side/front concrete sidewalk appears sound, requiring only general maintenance. | PLANNING: Coordinate with Town services. | | | | |
| | However, water retention at the junction of foundation wall and sidewalk may require improved waterproofing. | MAINTENANCE: Sidewalk to building junctions should be cleaned of all biological growth and weed plants, and sealed to prevent seepage against structure. Assumed to be provided by Town services. | | | | |
| | At the rear facade, a colored concrete entry ramp exists from the parking lot to the rear entry area. | Informational comment. | | | | |
| | The rear of the property includes a small area with a concrete pad, and is used for misc. storage such as miscellaneous scrap wood and deteriorating items which are blocking the lower stage exit door creating a hazard, and fostering deleterious bio growth. | MAINTENANCE: The rear informal storage area needs to be cleared of all stored items and obstructions, all debris and loose materials removed, all plant growth removed, air conditioner condenser units properly mounted and protected, and all areas of drainage corrected with upgraded weather-stripping applied to all openings and building to concrete junctions. Of paramount importance is that all emergency exit paths be kept free and clear of all impediments to quick exiting methods in case of unexpected emergency conditions. | | \$1,250.00 | \$156.25 | |
| ROOFING | | | | | | |
| | | | | | | |
| General | Full-sized building footprint, gable roof configuration with front end wall facing street in east-west orientation. | Informational comment. | | | | |
| | Multi-tab asphalt shingle roof exists in fair to poor condition, replacing an original or early standing seam metal roof. | See below. | | | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------------------|---|--|-----------------|----------------|---------------------------|
| | | | Direct | Conting. 12.5% | |
| | Existing asphalt roof shingles are weathered with biological growth (moss), which are noticeable on north facing slope. | MAINTENANCE: The asphalt shingle roof should be inspected in coordination with review of the gutters which have failed at the south side, mid-span to west side, and should be repaired as soon as possible. It is likely that continued service performance of the existing asphalt roof will be possible, but may require interim repairs. An updated current review will also provide insight regarding when the existing roof system should be replaced, and what specific type of roofing would be best suited to superior long-term performance in this case. | \$850.00 | \$106.25 | |
| | Gutter troughs appear to have failed at isolated locations allowing water infiltration to the building envelope and will require repair. Specifically, water infiltration has occurred on south gutter trough from mid-span to west side (see Gutters/Leaders below). | REPAIR: The south side gutter trough, mid-span to west side, appears to have failed and has allowed water penetration to the interior auditorium balcony area, negatively impacting plaster surfaces and wood stair components at the interior. See below. | | | |
| | Roof is supported on solid-spaced sheathing deck boards set onto interior principal rafter framing system remain. Evidence of early nineteenth century fire (1929) within attic reveals damage to roof framing system, with substantial repair and replacement of selected elements carried out, including replacement of large areas of supporting roof deck solid spaced sheathing. | Due to the fire, much of the interior framing and sheathing was replaced, including more recent supplemental replacement following an updated engineering review of the framing, due to its charred condition coupled with the intended use of the music hall spaces. Elements appear to be sound; no action is needed at this time. | | | |
| | Deep recessed exterior shouldered eave-returns with integral gutter troughs exist at bottom of each roof slope. | See Gutters below. | | | |
| | A formal projecting roof cornice exists at front façade with simple roof rakes and eaves at remaining façades. | Informational comment. | | | |
| | More recent exterior aluminum drip-edge flashing was installed at the sheathing deck at the east and west sides. | FUTURE REPAIR: Likely installed as part of more recent ongoing roof repairs. The aluminum drip edge appears to be sound but in poor to fair shape, and should be replaced with the next cycle of roof installations. | | | \$950.00 |
| | No current roof access hatch from the attic exists; although an earlier framed opening for a previous roof hatch still remains at the interior roof frame, roughly mid-span at the north side peak. | LONG TERM REPAIR: Given the general inaccessibility of the roof due to high walls and limited side connections, access to the roof for maintenance purpose would be very helpful, although an alternate method or route should be investigated as well. | | | \$1,850.00 |
| <u>Roof Trim</u> | Both a deep/projecting roof cornice (west/front façade) and shallow wood roof rake trim (east/rear façade) exist, with simple wood cornice and molded edges at north/south side façade eaves. | See below. | | | |

Conditions Observations and Recommended Actions

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------------------|---|---|-----------------|---------------|---------------------------|
| | | | Direct | Entire, 12.5% | |
| | Areas of peeling paint are visible across wood surfaces, as well as ongoing separation and lifting of individual wood elements, and advanced rot observed at gutter/leader outlets where roof runoff overflow appears to have occurred. | REPAIR: Roof trim requires repair and replacement in kind in several areas, particularly at the rear and side facades. This work should be coordinated with repair of the gutter and replacement of overall roofing. | \$2,750.00 | \$343.75 | |
| | Roof rake trim is pulling away from wall areas at both east and west sides and exhibits advanced deterioration, missing sections, paint peeling, miscellaneous holes, and ongoing rot. | REPAIR: Assume replacement of questionable sections will be required, particularly at areas of rot. | \$1,500.00 | \$187.50 | |
| | Bird entry appears to have occurred at the east facade rake trim, north side, allowing nesting and access to interior wall pockets, and until more recently, direct access into the attic which appears to have been hindered via application of spray foam insulation installed at the interior. Exterior barriers need to be installed. | CRITICAL REPAIR: Due to active bird nesting, the north side roof rake to wall connection must be probed and secured against possible bird entry and nesting; review all areas to determine if additional measures are required. | \$3,500.00 | \$437.50 | |
| <u>Chimney /</u> | A single utility chimney (apparently added early in the structure's history) exists at the east/rear facade and is butted up against the original facade. | <u>See below.</u> | | | |
| <u>Chase way</u> | Iron support straps are anchored into the east side facade wall at regular vertical intervals apparently to hold the chimney stack in place. | MAINTENANCE: Straps appear sound but should be checked to ensure that no movement has occurred. | \$950.00 | \$118.75 | |
| | The chimney appears to be missing a vented cap, and thus may be allowing both water and bird entry into the flue/shaft area. | CRITICAL REPAIR: A vented rain cap with bird/rodent screening should be installed to keep foreign bodies and rain out. | \$3,250.00 | \$406.25 | |
| | Areas of missing brick appear to exist at the top half, with peeling paint and surface efflorescence. | REPAIR: Missing, loose and/or damaged brick should be replace and secured with new mortar. A proper sloped rain shelf should also be provided if not already in place. | \$1,850.00 | \$231.25 | |
| | A plywood faced vertical chase way was installed on the south face of the chimney stack to house more recently added air conditioning lines to the attic level. | <u>See below.</u> | | | |
| | Vertical battens and sections of plywood on the chase way have become disconnected and are coming apart. | REPAIR: All loose sections of battens and plywood need to be secured to prevent damage and water infiltration. | \$1,150.00 | \$143.75 | |
| | The base section of the chase way has lost its plywood face, exposing inner areas and insulation (now weathered and holding moisture). | REPAIR: The base area requires repair; remove wet/deteriorated insulation and replace with new, in conjunction with installation of new plywood and fasteners to ensure no water entry occurs. Provide rodent barrier if required. | \$750.00 | \$93.75 | |
| | Separately, a central metal chimney flue also appears to have existed fairly early in the structures history as evidenced by historic photographs (possibly coinciding with the use of the auditorium as a Chinese restaurant in the 1920's era, but is no longer extant). | Informational comment. | | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|----------------------------|--|---|-----------------|----------------|------------------------|
| | | | Direct | Conting. 12.5% | |
| <u>Gutters / Leaders</u> | Deep-recessed, extended exterior wall 'shoulders' exist at the bottom edge of the north and south roof slopes, thereby providing wide Yankee gutter trough runs at the terminus of each roof slope. | <u>See below.</u> | | | |
| | The depth of the gutter troughs could not be confirmed due to inaccessibility during this review, coupled with high winds preventing remote drone use, and thus it is possible that over time, typically reduced depth troughs can allow side overflow from downward moving roof rainwater runoff. | SIGNIFICANT REPAIR: The gutters require repair, particularly at the south roof slope; a full inspection of gutters along with cleaning and any other required repair, should be carried out in a coordinated manner. | \$6,500.00 | \$812.50 | |
| | Roof drainage leaders only exist at the east side (rear) facades and are comprised of 4" round vertical leader shafts, which may be an insufficient size for adequate drainage flow-rate containment ability during periodic heavy rainfall events. | PLANNING: In coordination with gutter repair, have roofer verify potential roof rain water runoff flow rate to ensure that roof leaders and connections are of proper size. | | | |
| | Further, the connection of gutter to leader outlets at the roof/gutter east side ends, appears to have been improperly improvised and thus has become compromised over time, which may be inhibiting proper exit flow capacity. | CRITICAL REPAIR: Provide improved gutter to leader connections that will not inhibit flow rate even at the highest perceived water amount and to prevent potential obstruction from foreign bodies. | \$5,750.00 | \$718.75 | |
| | At grade level at both the southeast and northeast leader-to-base tail connections, at overlapping joints have become disconnected, causing overflow spilling of roof runoff onto/against the foundation at grade, and with it, localized flooding of the area immediately surrounding the foundation. | CRITICAL REPAIR: Repair leader-to-base tail connections to ensure that all sections are properly installed and secured to prevent separation, including to underground piping which needs similar inspection for proper function. | \$3,500.00 | \$437.50 | |
| | This action commonly leads to ongoing water penetration into adjacent interior foundation areas. | REPAIR: Provide repair as noted above to prevent water infiltration to foundation at grade. <u>See Hardscape above.</u> | | | |
| EXTERIOR | | | | | |
| <u>West / Front Facade</u> | The west/front facade is comprised of primary pressed-finished brick with ornate projecting geometric patterned-raised brick trim just below the roof rakes and flanking side shoulder-returns. | <u>See below.</u> | | | |
| | Masonry used for side facades was originally used as party wall connections. The overall brick massing is offset by a raised coursed-stone foundation, with rougher configuration installations made at the originally concealed side facades (visible at the south side facade). | Informational comment. | | | |
| | The brick facades are currently painted where originally exposed, but peeling in many spots. | REPAIR: Existing exposed brick with open joints should be repointed as needed with a Type N masonry mortar with flush or slightly recess joints to ensure tight waterproof seals. Targeted spot repairs are required. MAINTENANCE: Provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is | \$1,500.00 | \$187.50 | \$8,000.00 |

Conditions Observations and Recommended Actions

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|--------------------|---|---|-------------|-----------------|----------------|---------------------------|
| | | | | Direct | Conting. 12.5% | |
| | Some areas of step cracking in the brick facades are apparent (i.e. west facade, south side round-headed attic window, head), as well as random spalling brick components and mortar loss. | REPAIR: Isolated areas of damage should be addressed as soon as possible for potential repair, and monitored for potential ongoing movement and/or loss. | | \$850.00 | \$106.25 | |
| | Much of this condition appears to relate to ongoing water infiltration to facade surfaces, compounded by a lack of proper maintenance (i.e. repointing). | REPAIR: Address all active areas of water penetration as noted above and below. | Incl. above | | | |
| | An extant full-width 1 st floor cast-iron storefront remains at the west facade. The cast iron storefront survives in relatively good condition excluding normal corrosion where without protective coatings. | All areas of exposed and unprotected cast iron should be cleaned of all corrosion products and protected with a iron compatible primer/final coat paint system. <u>See below.</u> | | | | |
| | Former flagpole mounts still exist at the peak of rake board and at the sill of 3 rd story window; the flagpole was previously removed but is visible in historic photographs. | MAINTENANCE: Protect surviving iron mounting brackets by cleaning and removal of all corrosion products and protected with a iron compatible primer/final coat paint system. | | \$275.00 | \$34.38 | |
| East / Rear Facade | Pressed-finished brick was also used at the secondary east/rear facade in similar fashion to front facade, but is void of decorative/raised brick trim and limited to reduced-embellished wood roof rake trim and foundation stone appears to be covered by a rear concrete pad. | <u>See below.</u> | | | | |
| | At the rear facade, a 2 nd floor emergency exit door exists at a south end raised concrete platform, whereas the main rear entry door is situated adjacently/centrally, and a utilitarian "Bluco" cellar door hatch exists between. | <u>See below.</u> | | | | |
| | The west facade displays random areas of missing mortar, although of lesser concern, however the east/rear facade exhibits more severe conditions and associated cause for greater concern; see below. Random areas of missing mortar exist across the entire facade; as well as at the 2nd floor emergency exit door, at the raised concrete exit pad junction. Mortar loss and associated open joints which exist likely foster water entry to the facade envelope, as can be seen in wet/moisture laden areas across the facade. | REPAIR: All areas of mortar loss, failed or crumbling mortar should be replaced in-kind with matching mortar and pointed flush to ensure proper joint seals, and allowed to dry fully prior to additional coating with breathable masonry coatings. | | | | |
| | Some areas of resultant step cracking are apparent (at random locations), as well as scattered spalled brick components. | REPAIR: Provide repair of isolated brick damage and/or loss with matching brick and mortar; replace mortar at step cracking and monitor for potential additional movement. | Incl. above | \$6,700.00 | \$837.50 | |
| | Step cracking also exists at the 2nd floor exit door lintel as well as cracking at the north side of a replaced door lintel and adjacent former window lintel. | REPAIR: Provide spot repair to locations as noted; replace mortar at step cracking and monitor for potential additional movement. | Incl. above | | | |
| | 2 sections of the east facade show vertical signs of water damage and 'pushout' of brick at the wall plane, possibly relating to interior supports being negatively affected by water intrusion. | REPAIR: Provide repair of isolated brick damage and/or loss with matching brick and mortar; replace mortar at step cracking and monitor for potential additional movement. | Incl. above | | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------|--|--|-----------------|---------------|---------------------------|
| | | | Direct | Cntrng. 12.5% | |
| | Much of these conditions appear to relate to ongoing water infiltration to façade surfaces, compounded by a lack of proper maintenance (i.e. regular repointing). | REPAIR: Address all active areas of water penetration <u>as noted above and below</u> . | | | |
| | The brick façades are currently painted where originally exposed, but peeling in many spots. | MAINTENANCE: Following all targeted repairs, provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. | | | |
| | The rear entry is sheltered with a vinyl/canvas awning supported by an aluminum framework which is worn but appears sound. | MAINTENANCE: Provide normal maintenance to vinyl/canvas as per manufacturer's specifications including resealing of tie-down areas. Repair any tears and/or ripped areas to prevent potential increase of damage. | \$2,700.00 | \$337.50 | \$11,000.00 |
| | The 1 st floor rear entry door exhibits separation from the brick wall; with caulk pulled away revealing a significant gap opening to the interior wall cavity. | REPAIR: The door frame junction at the wall will require full cleanup of all debris and crumbled mortar to allow assessment for proper repair and resetting. Resecure door mounts to halt additional movement. | \$950.00 | \$118.75 | |
| | Concrete entry and storage pads exist at the east façade; there are separation areas between the structure and abutting concrete, fostering potential entry points for water infiltration at grade. | MAINTENANCE: Insure that all close junctions are properly sealed to prevent water entry into joint areas and resultant percolation to adjacent foundation spaces. | \$1,450.00 | \$181.25 | |
| | Damaged weather-stripping exists at access door openings, and will require maintenance repair. | MAINTENANCE: Normal and advanced wear and tear to weather-stripping has occurred and will require replacement in-kind. | \$425.00 | \$53.13 | |
| | The tertiary north/south side façades are comprised of less durable common brick which exists partially exposed with minimally dressed mortar joints, particularly at areas of formerly concealed/abutting 1-story structures at the south façade. | <u>See below.</u> | \$375.00 | \$46.88 | |
| | The north side façade is almost entirely covered by the abutting adjacent structure directly to the north, which grew in height over time, and which shares a wall boundary. | Informational comment. | | | |
| | The small amount of exposed brick façade on the upper north side is void of surface openings (no windows, doors, etc.). | Informational comment. | | | |
| | At areas originally concealed such as at the north and south façades where buildings were abutted, a more inferior common brick was used and has been left exposed/unprotected, which has contributed to partial deterioration over time. | MAINTENANCE: Insure that all exposed mortar joints are flush and sound, and monitor exposed brick areas for potential water absorption and/or leaks. <u>See below.</u> | | | |

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|----------------|---|---|--|-----------------|--------------|---------------------------|
| | | | | Direct | Estmr. 12.5% | |
| | At the south side alleyway, the brick façades are currently painted where originally exposed, but peeling in many spots, and originally concealed areas are left exposed with compromised mortar joints in several locations. | REPAIR: Existing exposed brick with open joints should be repointed with a Type N masonry mortar with flush or slightly recess joints to ensure tight waterproof seals. Targeted spot repairs are required. MAINTENANCE: Provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. | | \$2,850.00 | \$356.25 | \$15,000.00 |
| | At the south side alleyway, there is a noticeable separation between the brick/foundation wall areas and the sloped concrete ramp, fostering potential entry points for water infiltration at grade, and into the foundation. | REPAIR: Concrete pads and sidewalk areas exist at the east, south and west façades; ensure that all close junctions are properly sealed to prevent water entry into joint areas and resultant percolation to adjacent foundation spaces. Assumed to be provided by Town services. | | | | |
| | | | | | | |
| Windows | Rectangular and round-headed window openings survive with flush brownstone lintels and projecting brownstone sills at the west and east façades. | Informational comment. | | | | |
| | Wood double-hung window units and frames (rectangular and round-headed) were comprised originally of 4-lite sash, as well as 8-pane and 6-pane awning panel transoms at the west facade within the cast iron storefront openings. | Informational comment. | | | | |
| | Original transom unit survives at south side of the cast iron storefront in fair condition, along with likely replica replacements. | MAINTENANCE: General maintenance is required; provide cyclical cleaning and lubrication of hardware. Review window glazing putty for stability and replace in-kind where deterioration; followed with application of protective paint coatings. | | \$2,600.00 | \$325.00 | |
| | The north side/half of existing units appear to be currently covered over with a signage wall. | FUTURE CONSIDERATION: Consider re-exposure of original windows if possible with alternate placement of wall sign. | | | | \$1,000.00 |
| | Modern replacement plate glass windows are now installed at the storefront window locations and exist in generally sound condition. | Informational comment. | | | | |
| | Original sash units still exist largely at the west facade 2 nd floor, and in partial form at the east facade, although covered over. | MAINTENANCE: General maintenance and targeted spot repairs are required. See below. | | | | |
| | Window units and frames were originally single-pane glazed wood units, and survive in fair to poor shape. | MAINTENANCE: General maintenance and targeted spot repairs are required. provide cyclical cleaning and lubrication of hardware. Review window glazing putty for stability and replace in-kind where deterioration; followed with application of protective paint coatings. Check to see if protective storm sash are in functional order. | | \$5,000.00 | \$625.00 | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|-------------------|---|---|-----------------|----------------|---------------------------|
| | | | Direct | Conting. 12.5% | |
| | At the west/front façade, second floor north-most window unit, the lower sash area was converted and adapted to provide an emergency exit door from the auditorium space, at an early period based on historic photos, and exhibits moderate to advanced wear and sagging. | MAINTENANCE: General maintenance and targeted spot repairs are required. | | | |
| | Flush faced brownstone lintels and projecting brownstone sills appear generally sound, although the north most window lintel at the second floor has lost its outside surface layer through "sloughing"; and the 2 nd lintel from north is cracked. | REPAIR: Targeted spot repairs are required. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. See above. | \$750.00 | \$93.75 | |
| | The 3 rd floor paired 6/6 round headed D/H sash units are modern vinyl replacement windows. | MAINTENANCE: General maintenance is required. | \$1,200.00 | \$150.00 | |
| | At the east/rear façade, all windows have been boarded up at the exterior side excluding at the second floor where a sash bottom half appears to be covered at interior. | REPAIR: Windows are not properly sealed, with many areas allowing outside air infiltration. Provide proper weather stripping to existing window units, and make sure that outside coverings allow breathing of interior pockets to avoid moisture retention. | \$275.00 | \$34.38 | |
| | Slatted operable vent panels exist at 2 nd and 3 rd floor window openings. | MAINTENANCE: General maintenance is required; check for free motion, provide cleaning and verify that all mechanical equipment is in good working order. | \$900.00 | \$112.50 | |
| | At the west façade, simple modern side lite window units flank the south side emergency exit door. | MAINTENANCE: General maintenance is required; check fixed window units for proper seals and treat all areas of corrosion to clad surfaces and/or hardware connections. | \$150.00 | \$18.75 | |
| | | | \$125.00 | \$15.63 | |
| Storefront | The commercial cast iron storefront at one point housed a men's clothing store and was divided/split into 2 halves of approximate similar dimension, comprised of two matched sets with a centralized entry door flanked by storefront windows on either side, and each surmounted with multi-pane awning transom sash units. | The storefront survives substantially in place excluding the more recent replacement of storefront windows and doors, and shows signs of normal wear. However, given the substantial cast iron components, the structure and detailing of the configuration is largely intact. Provide general maintenance and possible re-exposure of original transom windows at the north side. See below. | | | |
| | Each entry door was originally outfitted with a raised entry stoop and steps which ran perpendicular to the façade, thereby sticking out into the current sidewalk area, which was later altered to include the recessed north side entry, and raised abutting south side entry platform which ran parallel to the façade. | Informational comment. | | | |
| | While the two central door openings still exist (1 at each side), a modern emergency exit door with flanking fixed side lite windows exists at the location of the original south side storefront configuration. | Informational comment. | | | |
| | In addition, the north side multi-pane awning transom sash units appear to have been covered over by a current signage wall placed against the façade. | Consider re-exposure of original windows if possible with alternate placement of wall sign. See above. | | | |

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|-------------------|--|---|--|-----------------|---------------|---------------------------|
| | | | | Direct | Estimg. 12.5% | |
| | The cast iron storefront survives in relatively good condition excluding normal corrosion where protective coatings are lacking. All cast-iron components and trim exhibit mixed levels of surface corrosion, particularly at connections, joints, etc., and at areas exposed/unprotected surfaces such as when the former south side structures were removed (2011) to create the existing open alleyway. | MAINTENANCE: Provided general maintenance and targeted spot repairs to provide protection to all exposed cast-iron surfaces. All areas of exposed and unprotected cast iron should be cleaned of all corrosion products and protected with a iron compatible primer/final coat paint system. | | \$750.00 | \$93.75 | |
| | Decorative infill wood insert trim (excluding the transom window framing and trim) appears to be more recent and in fair shape, including vertical bead board panels (at wall signage) which appears to be covering the north side transom windows. However, areas of seals at joints and connections appear thin. | MAINTENANCE: Provide improved seals/caulking/etc. to all joints and joinery connections and subsequent protection with painted coatings. | | \$650.00 | \$81.25 | |
| | Original steel framing attachment components are clearly observed at the north side of storefront. | MAINTENANCE: All such connections should be regularly reviewed for possible corrosion or deterioration and provided with required maintenance and protection. | | \$250.00 | \$31.25 | |
| | | | | | | |
| <u>Doors</u> | Recessed and framed door openings exist, including at the extant full-width 1 st floor cast-iron storefront located at west façade. | Informational comment. | | | | |
| | No original exterior doors appear to remain at either the east or west façades. Modern replacement doors exist at east/west façades, including newer glazed "restoration" and steel-clad units (ornate, glazed and blank), most exhibiting corroding hardware and hinges. | MAINTENANCE: Provide general maintenance, removal of corrosion products, protection of exposed surfaces with anti-corrosion coatings and lubrication of all moving hardware components. | | \$750.00 | \$93.75 | |
| | At the west façade, a modern decorative replacement door exists at the north side recessed entry and which acts as the current primary entrance, whereas the south side utilitarian steel-clad replacement door with glass top acts as a secondary access point for exiting with a flush wall-plane exit door. An additional/adjacent steel-clad replacement door with glass top provides an emergency exit by the main stair. Both doors are accessed by a later added, step-up entry platform with period railing and cement-based stucco/parge coating over flat CMU block, which replaced original decorative cleft-faced concrete block designed to mimic natural stone. <u>All doors are showing signs of critical deterioration</u> | MAINTENANCE: Water infiltration to the entry platform has fostered ongoing deterioration of coatings. Repair surface seals to the entry platform to prevent additional water entry and provide general maintenance including replacement of stucco coatings where failed. Provide general maintenance, removal of corrosion products, protection of exposed surfaces with anti-corrosion coatings and lubrication of all moving hardware components. | | \$1,500.00 | \$187.50 | |
| | At the east façade, doors are all blank steel-clad modern replacement doors and show typical signs of wear and deterioration. | MAINTENANCE: Provide general maintenance, removal of corrosion products, protection of exposed surfaces with anti-corrosion coatings and lubrication of all moving hardware components. | | \$650.00 | \$81.25 | |
| <u>Foundation</u> | | | | | | |
| | At the west façade, it appears that changes to the street level or structure may have occurred over time, with adaptation of the original foundation stone and multiple sequences of stone installation. | Informational comment. | | | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|---|---|--|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| | This includes the apparent modification of entry stone dressing at the north side entry, cap stones and steps, where changes to stone type used is apparent. | Informational comment. | | | |
| | In general, the foundation stone of the west façade is more formal and set at a higher top elevation than the adjacent south side façade foundation stone. | Informational comment. | | | |
| | Original base cap stone is generally sound/plumb, but with some shifting/cracking evident. | MAINTENANCE: Provide general maintenance, including replacement of failed and/or lost pointing, and replacement of flexible seals at sidewalk junctions. | \$950.00 | \$118.75 | |
| | The west side foundation directly abuts the sidewalk, similar to other buildings on the street; the junction of foundation stone and sidewalk is closed and fosters water retention and biological/plant growth. | REPAIR: Provide general maintenance, including replacement of failed and/or lost pointing. MAINTENANCE: Replace flexible seals at sidewalk junctions. <u>Assumed</u> to be provided by Town services. | \$650.00 | \$81.25 | |
| | A cement-based stucco/parge coat was applied at the west side step-up entry platform and wrapped around at its corner, terminating where the abutting structure to South was previously attached. Stucco surfaces have failed due to water infiltration and exhibit surfaces cracking, wetness staining and loss. It is believed that the original faux cleft-face CMU block utilized for the platform were previously removed and replace with flat faced CMU block. | MAINTENANCE: Provide general maintenance including replacement of top surface seals at deck to wall/sides connections, and re-coating with stucco as needed to provide a water-tight seal. | \$850.00 | \$106.25 | |
| | This was a modification made to the south entry platform, removing the original south side entry steps, which was apparently associated with the demolition of the wood-framed historic structures previously located directly to the south, and was likely required to prevent potential obstruction of emergency exit use at the platform area. | Informational comment. | | | |
| | At the south alley side wall, closest to the west facade, significant mortar loss has occurred at the stone foundation and brick wall areas directly above, likely due to washout caused by periodic flooding and roof gutter overflow above the alleyway. This condition requires timely attention. | CRITICAL REPAIR: All areas of mortar wash-out, failure and/or loss must be cleaned of all loose materials, and prepared for repair. Where bedding mortar has been affected, new replacement bedding mortar should be installed using a Type S lime-based bedding mortar, filling open mortar joints to 1" depth from the outside surface of stone/brick. Following a full cure period, the separate addition of a Type N lime-based pointing should then be applied, filling remaining open mortar joints flush with the outside surface of stone/brick, and tooled to match original mortar finishing characteristics. | \$1,750.00 | \$218.75 | |
| <u>Front Entry Vestibule and Emergency Exit Areas</u> | At the north side recessed front entry vestibule, modern plywood side panels have been installed and had were previously parge-coated with an applied stucco coating which has since failed and peeled off the plywood surface. | REPAIR: If a cement stucco is to be used, a backing anchoring system will be required. As an alternate, synthetic surfaces stuccos may be used which are suitable for a semi-protected area such as the recessed entryway. All surfaces must be cleared of existing stucco and prepped according to material requirements. | \$850.00 | \$106.25 | |

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|------------------------|--|---|--|-----------------|--------------|---------------------------|
| | | | | Direct | Contg. 12.5% | |
| | As noted above, the south side raised step-up platform is comprised of rectangular concrete masonry unit (CMU) support foundation with a surface applied stucco parge coating that is now cracking and mottled from absorption of water. | MAINTENANCE: Provide general maintenance including replacement of top surface seals at deck to wall/sides connections, and re-coating with stucco as needed to provide a water-tight seal. See above. | | Incl. above | | |
| | The faux brass/black painted entry rail configuration at south side raised step-up entry platform appears to be a period element at the time of the platform construction replacing the original projecting stoop entry, and which was later altered (removing south side steps and curved handrail section) coinciding with the removal of the wood-framed structures to the south. | MAINTENANCE: Provide general maintenance including cleaning and repainting of railing surfaces which exhibit corrosion, and replacement of mounting seals at the deck surface. | | \$450.00 | \$56.25 | |
| | | | | | | |
| Side Alley / Facade | The upper half of the brick façade is painted, above the line of where the removed historic wood-framed abutted the south wall, revealing multiple previous roof configurations, and exhibiting exposed/unprotected common brick below. | REPAIR: Existing exposed brick with open joints should be repointed with a Type N masonry mortar with flush or slightly recess joints to ensure tight waterproof seals. Targeted spot repairs are required. MAINTENANCE: Provide spot repainting to currently painted areas as an interim maintenance step. FUTURE REPAIR: Eventual removal of existing painted surfaces is recommended; if coatings are still required, use of breathable masonry coating is recommended. See North / South Side Escalade above. | | Incl. above | | |
| | Step flashing and tar are still visible in several locations where the earlier roofing configurations connected to the south side wall. One area of through wall screw bracing at step flashing exists, with open areas remaining where metal was previously inserted. | REPAIR: Remnant flashing areas should be cleared of all misc. left over materials and resultant open joints repointed to provide proper seals. | | \$2,500.00 | \$312.50 | |
| | Surviving mortar at both the foundation and brick at original concealed wall areas is unfinished, without decorative tooling due to the original utility wall construction. | REPAIR: If surviving mortar presents projecting areas that create "water shelf" conditions (which can foster directing water into wall areas), these areas should be addressed to remove projecting mortar by careful cutting and grinding mortar back to create a smooth surface. Care must be taken to avoid cutting and/or marring the surface of wall brick or foundation stone. | | \$1,500.00 | \$187.50 | |
| | Random eroded bricks exist about are minor in severity. | CRITICAL REPAIR: All areas of erosion should be repointed as required to provide a continuously sealed wall area. If required, severely eroded bricks should be removed and replaced with matching brick, and reset with bedding/pointing mortar as required. See above. | | \$2,250.00 | \$281.25 | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------|--|--|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| | Missing mortar and open joints are more readily apparent toward the base level. | CRITICAL REPAIR: All areas of mortar wash-out, failure and/or loss must be cleaned of all loose materials, and prepared for repair. Where bedding mortar has been affected, new replacement bedding mortar should be installed using a Type S lime-based bedding mortar, filling open mortar joints to 1" depth from the outside surface of stone/brick. Following a full cure period, the separate addition of a Type N lime-based pointing should then be applied, filling remaining open mortar joints flush with the outside surface of stone/brick, and tooled to match original mortar finishing characteristics. | | | |
| | The sloped concrete rampway/pads appear to be sound, with no apparent cracking. | Informational comment. | \$2,000.00 | \$250.00 | |
| | A modern aluminum pipe handrail has been mounted to the sloped concrete ramp at the south side alleyway, adjacent to building; the mounts have failed at specific locations posing a hazard for pedestrians. | REPAIR: All mounts to the concrete pads should be checked for stability and repaired if necessary. Given the structural stress such supports can generate, the use of specifically designed mounting fastening systems should be employed (i.e. Hilti, Fastenal, etc.), and seated at recommended depths and locations on the concrete surfaces. Assumed to be provided by Town services. | | | |
| | A rubble stone granite and brownstone foundation remains with significant mortar washout and open joints/missing mortar to both brick and foundation pointing, at the west side where the sloped ramp exposes the foundation level. | REPAIR: All areas of mortar wash-out, failure and/or loss must be cleaned of all loose materials, and prepared for repair. Where bedding mortar has been affected, new replacement bedding mortar should be installed using a Type S lime-based bedding mortar, filling open mortar joints to 1" depth from the outside surface of stone/brick. Following a full cure period, the separate addition of a Type N lime-based pointing should then be applied, filling remaining open mortar joints flush with the outside surface of stone/brick, and tooled to match original mortar finishing characteristics. See above. | Incl. above | | |
| | The sloped concrete ramp pavement abuts the foundation and upper brick wall with old/failed waterproof seals which are likely allowing water entry into the adjacent crawlspace. | REPAIR: All failed and/or suspect seals at sidewalk to wall junctions should be inspected and replaced if sound function is not consistently observed. Seals must ensure that no water penetration or entrapment is possible. Simultaneous confirmation of functioning drainage systems must be made. See below; assumed to be provided by Town services. | | | |
| | Three (3) 4 ft trench drains exist within the sloped concrete alleyway ramp, 2 placed closer to the west side, and 1 at top platform, and again at the east side. It is not clear if this system is working effectively although conditions - including clogging of drains suggest that this is not the case. In addition, the number of drain heads appears to be insufficient for effective drainage function. | REPAIR: All drain heads require clearing and cleaning of debris, and underground piping should be snaked and checked for proper function. Longer trench drain sections should be installed, at regular intervals along the slope of the concrete ramp in order to be realistically effective. Assumed to be provided by Town services. | | | |

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|------------------------------|--|---|--|-----------------|---------------|---------------------------|
| | | | | Direct | Entire, 12.5% | |
| | As an example, the pitch of the sloped concrete ramp appears to be incorrect, thereby causing water flow to be pushed against building. | REPAIR: Optimally, continuous trench drains should be installed at the junction of the sidewalk to the building, to carry water away before it can strike the side of the structure. Assumed to be provided by Town services. | | | | |
| | As a result, bio growth has occurred at base areas of the wall and from adjacent concrete back-splash. | REPAIR: All areas of bio growth should be removed and cleaned, in coordination with improvement of waterproof seals and drainage components. Assumed to be provided by Town services. | | | | |
| | | | | | | |
| Signage | A modern plate wall sign is attached above the main entry, against a bead-board wall backing which covers over original transom window units. | Consider re-exposure of original windows if possible with alternate placement of wall sign. See Windows: FUTURE CONSIDERATION above. | | | | Incl. above |
| | A separate earlier hanging lighted wall sign is mounted at the west brick facade at the top of the cast-iron storefront, supported with bar attachments to the storefront and brick, and 3 guide wires tied to the wall above. | MAINTENANCE: Inspect all mounts and support elements to ensure proper function, provide repair and or maintenance, including repainting, to protect elements from corrosion | | \$650.00 | \$81.25 | |
| | The original metal sign box is decorated with ornate filigree at the top but has since covered with modern signage plates | REPAIR: The original sign box face likely relates to previous usage and should be preserved with repair as required. | | \$1,050.00 | \$131.25 | |
| | The sign is older and retrofitted and exhibits areas of wear and deterioration; replacing previous signs used at the location. | REPAIR: The original box shows signs of wear and corrosion and should be repaired and protected from further corrosion. See above. | | Incl. above | | |
| | Birds nesting at underside of sign where openings exist, thereby gaining access to inside spaces. | MAINTENANCE: The interior of the sign box should be cleaned of all debris and detritus with screening installed to prevent additional bird nesting. See above. | | Incl. above | | |
| | Separate signage is also displayed from the interior of the music hall at window openings. | Informational comment. | | | | |
| | Designation plaques noting National Register of Historic Places and local landmark designation exist on a central exterior pilaster. | MAINTENANCE: The bronze plaques should be periodically cleaned and treated to protect patina conditions by a qualified restorer. | | \$750.00 | \$93.75 | |
| | | | | | | |
| Exterior Lighting / Electric | Projecting spotlights (2) exist at the west façade for the hanging sign unit and appear to be sound condition. | MAINTENANCE: Provide inspection and general maintenance as required. | | \$350.00 | \$43.75 | |
| | Modern wall sconces exist at front entrance on either side of the entryway and appear to be sound condition. | MAINTENANCE: Provide inspection and general maintenance as required. | | \$350.00 | \$43.75 | |
| | A modern replica street lamp is situated at roughly the center of the west sidewalk area. | MAINTENANCE: It is assumed that care and maintenance of the replica street lamp is the responsibility of the Town, but should be confirmed. Assumed to be provided by Town services. | | | | |
| | A 16 ft fluorescent light exists above the wall sign with hood covering. It was not possible to determined the functionality of the light during this review. | MAINTENANCE: Provide inspection, confirm proper function and provide general maintenance as required; replace fixture with energy efficient LED unit. | | \$850.00 | \$106.25 | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|----------------------|---|--|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| | At the rear façade, modern exterior pole lanterns exist to light the rear rampway and appear to be in sound condition. | MAINTENANCE: Provide inspection, confirm proper function and provide general maintenance as required. | \$250.00 | \$31.25 | |
| | At the rear façade, hanging patio-style lights exist at the rear entry awning. | MAINTENANCE: Provide inspection, confirm proper function and provide general maintenance as required. | \$125.00 | \$15.63 | |
| | | | | | |
| <u>Safety</u> | An exterior fire sentry strobe exists at the west façade, north side storefront area. | MAINTENANCE: Insure that all fire alarm and or suppression equipment is fully functioning, in coordinating with required annual testing procedures, via annual service contract. | \$3,250.00 | \$406.25 | |
| | | | | | |
| <u>Miscellaneous</u> | Early/original wall mounts for electric service are extant at south side of storefront above the picture windows, with normal wear exhibited. | MAINTENANCE: These items can be left in place for historical purposes; provide protection of surfaces with corrosion inhibiting paint as needed. If to be removed, fully document such items before extraction. | \$100.00 | \$12.50 | |
| | | | | | |
| <u>INTERIOR</u> | <u>UPPER LEVEL</u> | | | | |
| <u>Attic</u> | Light to heavy charring of wood support structure from 1929 fire, with early and later/more recent/significant engineered replacement of structural framing and sheathing components; heavier damage was observed moving eastward within attic space. | Despite the appearance of damage, the interior roof and attic floor framing were apparently reviewed more recently regarding its structural stability and was deemed sufficient with the added shoring and replacement of targeted components across the attic space. <u>No action is required at this time.</u> | | | |
| | Primary roof truss framing system exists with supplemental vertical tie-rods for reinforcement of 2 nd floor ceiling joists. | Informational comment. | | | |
| | Trusses are set 8' on center, with a total of 8 trusses comprising the overall roof frame length. | Informational comment. | | | |
| | Primary 4x9 upright posts are set to ridge with diagonal 4x7 bracing, and flanked with 4x6 posts with 4x5 braces. | Informational comment. | | | |
| | Bottom of central truss is strapped to horizontal joists. | Informational comment. | | | |
| | Rafters are 3x5, secondary roof rafters are 4x10, and interim sloped roof purlins are 4x5. | Informational comment. | | | |
| | 4x13 ½ horizontal joists run full span of space from side walls, and partial deck floor is 1x10 boarding. | Informational comment. | | | |
| | Partial surviving original roof deck has been replaced over time in several significant areas, including recent/new matched 1x7 sheathing. | Informational comment. | | | |
| | More recent, supplemental collar ties have been installed on each roof truss to reinforce frame. | Informational comment. | | | |

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------|--|--|-----------------|----------------|------------------------|
| | Newer doubled-up collar ties and roof rafters are carried out towards the East end. | Informational comment. | Direct | Conting. 12.5% | |
| | Isolated bracing of the east side exterior masonry wall was made with through bolt fasteners. | Informational comment. | | | |
| | The 2 nd floor stage ceiling framing was replaced at the east side of the attic. | Informational comment. | | | |
| | Several roof sheathing boards at northeast where spray foam was applied have been tied down to floor deck with cabling and floor buckles; it is assumed the roof sheathing was loose, allowing bird and insect entry and these measures were made to provide correction. | MAINTENANCE: Provide regular review of this area to ensure that no adverse changes occur. Coordinate with repair of exterior roof/trim in this area to ensure that no bird nesting or other infestation takes place. <u>See below.</u> | | | |
| | However, bird nesting appears to be active at wall cavity areas connected to the exterior roof trim. | CRITICAL REPAIR: Repair exterior roof/trim in this area to ensure that no bird nesting or other infestation takes place. <u>See Roof Trim: CRITICAL REPAIR above.</u> | Incl. above | | |
| | Heat is supplied through heat/air conditioning units mounted within the attic, south side. | Informational comment. | | | |
| | PEX tubing feeds to the attic air-handlers are uninsulated thereby loosing heat retention capability. | MAINTENANCE: Insulation of all pex tubing lines is recommended to increase energy efficiency. | \$250.00 | \$31.25 | |
| | A/C condenser lines are missing insulation at east wall thereby diminishing cooling capability. | MAINTENANCE: Insulation of all A/C condenser lines is recommended to increase energy efficiency. | \$250.00 | \$31.25 | |
| | Air handling units are suspended from rafter system but lacking anti-vibration spring-loaded mounts. | MAINTENANCE: Installation of spring-loaded anti-vibration mounts is likely beneficial to the structural frame and exterior masonry walls, and should be reviewed with qualified installers. | \$750.00 | \$93.75 | |
| | The east side air handler access panel has been removed rendering the unit inoperable, and should be checked. | MAINTENANCE: All HVAC equipment should be reviewed for proper function and functionality. Assumed to be covered in annual service maintenance contract. | \$1,650.00 | \$206.25 | |
| | Hard wired attic-grade heat detectors exist as part of the fire alarm system. | Informational comment. | | | |
| | A thermostat-controlled exhaust vent fan exists behind the original east side window opening, directly behind a vertical truss post, thereby blocking more than 50% of the opening. | REPAIR: Repositioning of the exhaust vent fan to the south side for improved air flow should be considered. | \$450.00 | \$56.25 | |
| | The exterior panel of the exhaust fan mounting is coming away at the exterior creating a wide gap which allows air infiltration and insect entry. | REPAIR: Gap-fill openings to prevent unwanted air flow to the interior; efforts should be protected at the exterior side to prevent deterioration from exposure. | \$250.00 | \$31.25 | |
| | A suspended central audio-visual projector is supported with retractable cabling at the central attic floor area, and appears sound. | MAINTENANCE: Provide regular review of the mounting system to ensure proper function and safety measures. | \$125.00 | \$15.63 | |
| | The second-floor ceiling/attic floor includes roll batt insulation which appears to be in sound shape, however sections of 2 nd floor ceiling lack insulation under board walkways moving towards the west side. | MAINTENANCE: Provide additional insulation to all attic floor pockets throughout the space to ensure maximum energy efficiency; use vapor barrier at ceiling to pocket interface. | \$1,250.00 | \$156.25 | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|---|---|---|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| | The attic is used for mixed storage including unused spotlights, etc. for theatrical production. Lighting within the attic space is generally adequate and includes both electrical lighting with BX cabling and natural illumination from the paired west side attic window sash. | Check to make sure that equipment is spread out to prevent over-stressing floor load capabilities. MAINTENANCE: Provide general maintenance as required. | \$250.00 | \$31.25 | |
| | | | | | |
| INTERIOR | SECOND FLOOR LEVEL | | | | |
| 2 nd Floor Auditorium Music Hall | A polychromatic color scheme has been substantially restored at the interior, with an original bead board ceiling exposed at the 1 st floor ceiling beneath the balcony; at the balcony ceiling the bead board plank is stenciled but mostly covered with decorative metal panels. Use of heavy drapery/insulated panel slabs over windows has been installed for both black-out purposes and sound insulation; draperies are worn but appear functional. A moveable electronic pipe organ exists as a more recent donation to the music hall. Exposed 2" width t/g plank flooring exists at the main auditorium floor with clear-coat finish in worn but generally stable condition. | Informational comment. MAINTENANCE: Provide general maintenance and cyclical cleaning. | \$1,600.00 | \$200.00 | |
| | | | \$2,750.00 | \$343.75 | |
| | | | \$2,100.00 | \$262.50 | |
| | Stage floor uses exposed 3 ¼ width t/g plank flooring with clear-coat finish in worn but generally stable condition, and may represent a different phase installation. | MAINTENANCE: Provide general maintenance and repairs as required; refinishing and protection is needed; provide cyclical rejuvenation. | \$850.00 | \$106.25 | |
| | Stair walls are bead board and extend upward, some with isolated areas of damage at the South stair wall showing separation of treads to wall stringer supports, stemming from a leaking roof gutter above. | CRITICAL REPAIR: Following timely repair of the exterior south side gutter (see above) the stair stringer to tread connections require repair by pulling the stair configuration back together and/or providing interim support at the underside of the stair run. | \$5,500.00 | \$687.50 | |
| | The north side wall has been resurfaced with a replacement stucco and may indicate earlier damage in that location; surfaces appear stable. | MAINTENANCE: Monitor for possible movement and/or need for attention. | | | |
| | One area of peeling paint on polychrome trim above stage exists at the ceiling level. | REPAIR: Check attic directly above for possible water entry and/or negative influencing conditions and correction; scrape, prepare and refinish to match as required. | \$1,250.00 | \$156.25 | |

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|-------------------------------------|--|--|-----------------|----------------|---------------------------|
| | | | Direct | Conting. 12.5% | |
| | On the rear exterior wall, every 6 th brick course mortar joint has been filled with wood strips which has now rotted out in many locations, leaving a void. | REPAIR: Refill smaller voids with Type S mortar, or rot resistant materials, to provide a stable filler between brick courses; areas where full bricks have been removed should be repaired with matching brick set in Type S bedding mortar, with Type N pointing mortar. All areas can be painted to match surrounding areas. | \$2,350.00 | \$293.75 | |
| | Boarded-up stage windows at the rear exterior wall are not properly sealed, thereby allowing outside air to enter the space. | MAINTENANCE: Install improved insulation and weather-proofing at the exterior to halt air infiltration, improve energy efficiency and prevent possible intrusion by pests. | \$850.00 | \$106.25 | |
| | | | | | |
| Auditorium/ Balcony Area | Industrial-grade brown carpeted floors exist at the balcony, assumed for sound-proofing purposes; carpeting is worn with periodic damage, but functional. | MAINTENANCE: Provide spot repairs, and regular maintenance / cleaning. FUTURE CONSIDERATION: Large-scale replacement should be carried out as needed or on a cyclical basis. | \$1,350.00 | \$168.75 | \$2,600.00 |
| | Original stenciled beadboard plank ceiling boards were later covered with pressed metal plate, within the recessed coffered ceiling panels. Decorative pressed metal plates appear in sound condition; a small section of exposed original stenciled beadboard plank ceiling boards appear sound but worn with semi-deteriorated finishes. | FUTURE CONSIDERATION: For long term preservation purposes, consider restoration of the original stenciled beadboard plank ceiling boards; retain samples of the decorative pressed metal plates for historical artifact purposes. | | | \$4,250.00 |
| | Similar to the first floor, ceiling trim is decorated with ornately painted polychrome highlighting. | MAINTENANCE: Provide cyclical maintenance with spot repainting as required. | \$650.00 | \$81.25 | |
| | The balcony edge is fashioned with a period cast metal decorative safety rail, due to the edge's low height, the rail appears to be in sound condition and has been faux painted gold. | MAINTENANCE: Provide cyclical maintenance with spot repainting as required. | \$250.00 | \$31.25 | |
| | The private 'viewing boxes' at the balcony, stage side, utilize a lower height decorative wood rail, which also appears in sound condition. | MAINTENANCE: The lower height rail is suitable given the flat floor area of the viewing box; provide cyclical maintenance with spot repainting as required. | \$150.00 | \$18.75 | |
| | A small area of plaster 'cancer' and cracking above the south side stair opening, west end cornice is noticeable, and likely related to a failed section of gutter above. | REPAIR: In coordination with repair of the gutter system above, replace all areas of damaged plaster in-kind, and in additional coordination with repair of the stair. | \$1,300.00 | \$162.50 | |
| Lighting / Audio-Visual | Replica ceiling lighting fixtures have been installed at the balcony ceiling, and replica wall sconces have been installed along the outside balcony edge for illumination below. Fixtures appear to be in sound condition. | MAINTENANCE: Provide maintenance and cleaning as required. | | | |
| | Modern installation of theater lighting exists on a suspended central ceiling rail, as well as standing spotlight fixtures at the flanking side balcony areas. | MAINTENANCE: Due to high heat produced by theater lighting fixtures, use placement should be away from combustible surfaces; fixtures should be cleaned on a cyclical basis and wiring / function checked for soundness. | \$350.00 | \$43.75 | |
| | | | \$650.00 | \$81.25 | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|------------------------------|---|--|-----------------|---------------|------------------------|
| | | | Direct | Contng. 12.5% | |
| | A modern sound control board station has been installed at central rear of the balcony on the west side. | MAINTENANCE: All modern audio equipment should be periodically checked for function and all wiring / connections for soundness. | \$1,000.00 | \$125.00 | |
| <u>ADA Elevator</u> | A modern ADA access elevator with double-side entrance doors exists at the second-floor level; the elevator appears to be in functioning order. | MAINTENANCE: Provide regular maintenance and cleaning, in coordination with a qualified elevator maintenance company via an annual service contract. | \$2,500.00 | \$312.50 | |
| <u>Seating / ADA Seating</u> | While not specifically marked or cordoned off, small areas of flooring have been cleared and made available at the front of the open floor area nearer the stage, on either side of the main seating area, to accommodate ADA persons. This location provides easy access to the ADA elevator area. | MAINTENANCE: ADA seating areas should be marked and kept clear at all times for handicapped use, free of obstruction and with clear open pathways to the ADA elevator. | \$150.00 | \$18.75 | |
| | Early to mid-century version of reclining movie-house seating with upper/back velvet facing, generally replaced on seat bottoms with faux vinyl leather due to wear. Seating is substantially intact, but individual seats are badly worn/damaged in many locations. | MAINTENANCE: Until full refurbishment of seating can be carried out on a large scale, provide interim spot repair as required and regular cleaning of surfaces. FUTURE CONSIDERATION: Long term usage should replace current seat cushion filling and coverings designed to match original material aesthetics. | | | \$13,500.00 |
| | Partial seating remains installed at the balcony level, removed at the flanking side walls to accommodate staging and lighting purposes. | MAINTENANCE: Removed seats have been stored in the cellar in unsuitable conditions for long term preservation. <u>See below.</u> | \$1,800.00 | \$225.00 | |
| <u>HVAC 2nd Floor</u> | Three (3) attic level HVAC air handlers with 12" ducts connect to ceiling supply registers at flanking side wall locations, via modern replica grills. | MAINTENANCE: Replica grills appear to function properly, although soiled. Cyclical cleaning of all components, including supply grills, return registers, air handlers and all ducts is necessary on an regular basis, with replacement of filters on a bi-annual or quarterly basis, as needed. A qualified HVAC service firm should be engaged on a regular basis, via annual service contract. <u>See above.</u> | Incl. above | | |
| | Original centrally placed vent panels appear to have been reused with the current HVAC system, dust is actively noticeable on surrounding surfaces and indicate that the system air filtration process needs attention. | MAINTENANCE: Reused vent panels appear to function properly, although soiled. Cyclical cleaning of all components, including supply grills, return registers, air handlers and all ducts is necessary on an regular basis, with replacement of filters on a bi-annual or quarterly basis, as needed, via annual service contract. <u>See above.</u> | Incl. above | | |
| | An active main return-air grill at the SE stage ceiling is heavily clogged with dust. | MAINTENANCE: Cyclical cleaning of all components, including supply grills, return registers, air handlers and all ducts is necessary on an regular basis, with replacement of filters on a bi-annual or quarterly basis, as needed, via annual service contract. <u>See above.</u> | Incl. above | | |

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| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|--------------------------------|--|--|--|-----------------|-------------|---------------------------|
| | | | | Direct | Estm. 12.5% | |
| | Manually adjusted thermostats exist on all four walls, which suggests prior installations and less than optimal efficiency equipment; it is assumed that individual thermostats are designed to control individual air-handlers above; thermostats are worn but generally sound. | REPAIR: Replace all existing thermostats with compatible electronic programmable thermostats with seven (7) day program function allowing temporary override. Set thermostats for low-level heat at all non-event periods with adjustment as necessary for event comfort levels. | | \$2,400.00 | \$300.00 | |
| | Ceiling mounted hanging fans exist at the main auditorium ceiling for general air circulation; fans appear to function properly. | MAINTENANCE: Ceiling fans should continue to be used in coordination with heating and cooling to help facilitate air flow and proper mixing of conditioned air, cleaned and serviced via regular maintenance. | | \$850.00 | \$106.25 | |
| | | | | | | |
| Safety | A modern smoke detector unit has been temporarily removed from its housing at the balcony level ceiling and sits in in protective plastic – possibly due to ongoing repair work – and has been rendered inoperable. | MAINTENANCE: Have all safety equipment inspected, reinstalled, checked and verified for proper function, and/or replaced as required, by qualified inspection services. Fire detection equipment should be reviewed on a cyclical basis as required by code, via annual service contract. <u>See above.</u> | | Incl. above | | |
| | Proper and functioning emergency exit lights exist throughout. | MAINTENANCE: Provide regular maintenance as required, via annual service contract. <u>See above.</u> | | Incl. above | | |
| | The south wall houses an emergency fire pull-box and strobe light sentry, and a separate fire strobe light exists behind the stage area. | MAINTENANCE: All safety equipment should be regularly inspected, reinstalled, checked and verified for proper function, and/or replaced as required, by qualified inspection services, via annual service contract. <u>See above.</u> | | Incl. above | | |
| | Fire extinguishers exist at both stair landings of the balcony level, and fully charged fire extinguishers exist, but may be required at additional locations and should be verified. | MAINTENANCE: Fire extinguishers should be reviewed and services on an annual basis and tagged for proper function by qualified services. Locations for required fire extinguishers as well as type used should be verified as part of overall servicing, via annual service contract. <u>See above.</u> | | Incl. above | | |
| INTERIOR | FIRST FLOOR LEVEL | | | | | |
| Lobby / Side Hall Areas | Modest open areas appear to be sufficient for designated uses, sound and functioning. | MAINTENANCE: Provide regular cleaning and maintenance as required, as part of annual cleaning service contract. | | \$6,500.00 | \$812.50 | |
| | 2 ½ modern plank strip flooring exists throughout in generally sound condition. | MAINTENANCE: Provide general maintenance and repairs as required; refinishing and protection is needed in main traffic areas; provide cyclical | | \$1,450.00 | \$181.25 | |
| | | | | | | |
| Side Bar / Lounge Area | Coat room appears to be sound and sufficient for designated use. | MAINTENANCE: Provide regular cleaning and maintenance as required, as part of annual cleaning service contract. <u>See above.</u> | | Incl. above | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|---|---|--|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| | Main entrance includes pull down fire alarm boxes and fire extinguishers. | MAINTENANCE: All safety equipment should be regularly inspected, reinstalled, checked and verified for proper function, and/or replaced as required, by qualified inspection services, via annual service contract. <u>See above.</u> | Incl. above | | |
| | Side catering room: roll sheet vinyl flooring, ceiling fan, smoke/heat sensors, proper exit signs, early/original bead board walls with pressed metal ceiling cladding; all appear to be in sound functional order. | MAINTENANCE: Provide regular maintenance as required. | Incl. above | | |
| <u>Bathrooms /</u> <u>ADA</u> <u>Bathroom</u> | Ladies' bathroom: 3 stalls, one toilet is listed "out of order", 1 sound and another badly stained; faux wood paneling and plastic entry door exist in functional order. | MAINTENANCE: Service and/or repair toilet as required. Stained toilet should be treated for iron staining, and corrosive internal parts replaced with non-corrosive units. Bathroom should receive regular maintenance and cleaning as required. | \$650.00 | \$81.25 | |
| | Men's bathroom: 1 stall/out of order, 3 urinals, composite floor, closet space filled with storage items all exist in functional order. | MAINTENANCE: Service and/or repair toilet as required. Bathroom should receive regular maintenance and cleaning as required. | \$650.00 | \$81.25 | |
| | ADA bathroom: Proper function ADA fixtures and handrails, faux wood doors, wood paneling, fire sentry strobe, plastic entry door exist in functional order and with sufficient space. | MAINTENANCE: Provide regular maintenance as required. | \$250.00 | \$31.25 | |
| <u>Rear Utility</u> <u>Closet</u> | Natural gas-fueled hot water heater supplies domestic water needs and air handlers mounted within the attic space. | MAINTENANCE: All MEP equipment should be inspected and serviced on a regular basis by qualified service people, as part of an annual service contract. <u>See above.</u> | Incl. above | | |
| | Weil-McCain boiler with Bell & Gossett circulator pump; appears in sound condition. | MAINTENANCE: All MEP equipment should be inspected and serviced on a regular basis by qualified service people, as part of an annual service contract. <u>See above.</u> | Incl. above | | |
| | A 200-amp electrical panel (one of several throughout the structure) appears to be more recent. | MAINTENANCE: All MEP equipment should be inspected and serviced on a regular basis by qualified service people, as part of an annual electrical service contract. | \$1,150.00 | \$143.75 | |
| | Fully charged fire extinguisher exists within space. | MAINTENANCE: All safety equipment should be inspected and serviced on a regular basis by qualified service people, as part of an annual service contract. <u>See above.</u> | Incl. above | | |
| <u>Ticket</u> <u>Window /</u> <u>Office</u> | Ticket window is sealed shut as original function has diminished, mostly due to on-line / pre-order ticket sales, along with mobile device ticket sales. | MAINTENANCE: Provide regular maintenance as required. | \$100.00 | \$12.50 | |

Conditions Observations and Recommended Actions

January 2023

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|--------------------------------------|--|---|--|-----------------|--------------|---------------------------|
| | | | | Direct | Entire 12.5% | |
| | Large electrical feed and meter panel installation at inner office space which feed several separate electrical sub-panels; safety precautions may be required. | MAINTENANCE: All electrical equipment should be inspected and serviced on a regular basis, including any safety recommendations, by qualified service people as part of an annual service contract. <u>See above.</u> | | Incl. above | | |
| <u>Lower Auditorium</u> | The 1 st floor auditorium space is a compact open floor plan allowing a flexible multi-functional room use, which provides an additional smaller theater space and appears to function quite well. | Informational comment. | | | | |
| | An enclosed projection space exists at the west side wall to allow audio-visual functions but requires access from the main lobby area for servicing. | MAINTENANCE: Provide regular maintenance as required. For long-term use, investigate if an alternate configuration with easier access, servicing and use is possible. | | \$850.00 | \$106.25 | |
| | A smaller stage area exists at the east side which conceals the rear exterior wall and emergency exit door which is partially blocked by stored chairs, etc. | CRITICAL MAINTENANCE: Emergency exit door area should be kept free and clear of any/all obstructions in the event of an actual emergency, as well as at the exterior (see East/ Rear Facade above). Stacking chair dollies should be considered for use to provide compact flexible storage. | | \$900.00 | \$112.50 | |
| <u>Lower Auditorium HVAC</u> | HVAC/mechanical equipment components for the lower Auditorium space are mounted within the ceiling space of the rear hallway and adjacent Rear Dressing Room, and requires removal of ceiling panels to gain access for servicing. | MAINTENANCE: Due to potential for HVAC condensate leakage and/or overflow from equipment, regularly inspect all evacuation and drainage components to ensure free flow of all lines in order to prevent internal leakage and staining to ceiling and areas below, as part of annual service contract. <u>See below.</u> | | Incl. above | | |
| <u>Rear Dressing Room / Bathroom</u> | Water damage on ceiling likely relates to an earlier leak related to the ceiling mounted HVAC equipment for the Lower Auditorium which exists directly above. | MAINTENANCE: Provide regular services as noted in Lower Auditorium HVAC above. | | Incl. above | | |
| | Small toilet area/sink for performers appears to be sound. | MAINTENANCE: Provide regular maintenance as required, as part of annual service contract. | | Incl. above | | |
| | Faux wood laminate flooring has been installed and appears sound. | MAINTENANCE: Provide regular maintenance as required. | | \$125.00 | \$15.63 | |
| <u>ADA Elevator</u> | Single entrance ADA cab exists at first floor with access off main hallway to rear exit and ADA rampway entrance. | MAINTENANCE: Provide regular maintenance and cleaning, in coordination with a qualified elevator maintenance company, as part of annual service contract. <u>See above.</u> | | Incl. above | | |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|-----------------|--|--|-----------------|--------------|------------------------|
| | | | Direct | Cntng. 12.5% | |
| <u>Safety</u> | Fire sentry strobes exist at bathrooms, smoke/heat sensors and proper exit signs are placed throughout. | MAINTENANCE: All safety equipment should be regularly inspected, reinstalled, checked and verified for proper function, and/or replaced as required, by qualified inspection services, as part of annual service contract. <u>See above.</u> | Incl. above | | |
| | Main entrance includes pull down fire alarm boxes and fire extinguishers. | MAINTENANCE: Fire extinguishers should be reviewed and services on an annual basis and tagged for proper function by qualified services. Locations for required fire extinguishers as well as type used should be verified as part of overall servicing, as part of annual service contract. <u>See above.</u> | Incl. above | | |
| | | | | | |
| <u>INTERIOR</u> | LOWER LEVEL CELLAR / CRAWLSPACE | | | | |
| <u>General</u> | The cellar/crawlspace has a long history of being subjected to periodic flooding from rising water table actions, and evidence exists exhibiting current wetness and water infiltration. | Informational comment. | | | |
| | The south foundation wall is noticeably wet, the west foundation wall is damp (mortar intact), the north foundation wall is dry and sound, and the east foundation wall is wet with some mortar lost. | REPAIR: Areas of damp and/or wetness indicate likely sources of water infiltration from the exterior; all corresponding exterior locations should be monitored for water drainage effectiveness during periods of light to heavy rainfall, and corrected accordingly. In addition, all drainage components (gutters, leaders, underground piping, surface drainage grills, etc.) should be checked for proper function and addresses as required to establish proper function. <u>See above.</u> | Incl. above | | |
| | A more recent poured concrete floor with exposed rubble stone walls exist, along with inner stone partition walls from earlier construction periods, including interior brick walls on brownstone footings at some interior locations. | Informational comment. | | | |
| | A former vent opening that was covered up at the south side exterior wall, may pose an entry point for water. | CRITICAL REPAIR: The former vent opening should be properly sealed, and adjacent exterior locations reviewed to prevent water intrusion in that area. | \$850.00 | \$106.25 | |
| | No air circulation was observed, fostering retention of a stagnant moisture-laden environment which can foster cyclical deterioration of contents. | CRITICAL REPAIR: Install circulation fans and dehumidification sufficient for surface area; provide proper ejection of condensate generated from dehumidification process. | \$3,250.00 | \$406.25 | |
| | Scattered storage items are piled throughout, with buildup of detritus/debris at the floor which is deteriorating and fostering moisture retention (i.e. old cardboard boxes, loose wood molding, water absorbent materials, etc.). | PROTECTION: All non-essential stored items should be removed and the cellar/crawlspace fully cleaned out to reduce moisture retention. If items need to be stored, these must be put in waterproof containers and raised up off the floor on platforms. As an example, old unused seats have been piled in corners directly on the floor and unprotected. | \$750.00 | \$93.75 | |
| | Misc. floor damage was noticed, and an irregular step height exists, posing a potential trip hazard. | REPAIR: Potential hazard areas should be addressed to reduce potential impact, as well as flagged to inform inhabitants and prevent problems. | \$250.00 | \$31.25 | |

Conditions Observations and Recommended Actions

January 2023

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | | Projected Costs | | POTENTIAL FUTURE COSTS |
|-----------------|---|---|--|-----------------|--------------|---------------------------|
| | | | | Direct | Contg. 12.5% | |
| | A defunct motor control panel exists and has been abandoned. | MAINTENANCE: All defunct materials and equipment should be removed from the cellar and properly disposed of. | | \$200.00 | \$25.00 | |
| | Traces of previous insect damage to wood joists was observed in several locations, and additional random screw jack supports installed throughout supporting modern ACQ main girder supports. | MONITORING: Previous/non-active signs of insect attack are not problematic, but conditions should be monitored to ensure that no active signs of insect presence exist. Inspection by a certified pest control company may be merited. Allowance: \$1,750.00. MAINTENANCE: Modern screw jacks and ACQ girders appear sound and only require periodic review and adjustment/tightening for proper support tension to supplemental girders as required. | | \$150.00 | \$18.75 | |
| | Interior infill posts and wall sections have been inserted between supporting joists. | MAINTENANCE: All areas appear sound and should only require periodic review for potential action as required to maintain proper support conditions. See Screw Jacks directly above. | | Incl. above | | |
| | Mortar at the interior surface of exterior walls appears to be generally sound, although internal brick walls exhibit signs of sluffing-off of mortar where increased cycles of wetting/drying have been more regular. | MAINTENANCE: Provide periodic review and maintenance to all areas of mortar, at internal walls, sluffing-off of mortar should be cleaned up and surfaces cleared of all dusts so that new mortar can be applied. | | \$850.00 | \$106.25 | |
| | A gas powered snowblower has been stored in the cellar. | CRITICAL REMOVAL: Storage of any flammable materials and/or gas-fueled equipment in the cellar/crawlspace is dangerous and should be removed immediately to separate storage elsewhere, and if needed - replaced with an electric or battery-operated unit. Any flammable materials that must be maintained in the cellar area should be stored only in flame-proof containers. | | \$1,500.00 | \$187.50 | |
| | | | | | | |
| Plumbing | | | | | | |
| | Modern PVC piping from bathrooms and bar functions above feed into a cast iron waste line at the east side wall. | MAINTENANCE: Provide regular monitoring and maintenance as required. Allowance: \$500.00. | | \$500.00 | \$62.50 | |
| | An earlier sump pump has been disconnected along the east wall, with the pipe cut off for an unknown reason, although it is quite possible that the sump pump had been piped into the main waste line which would likely not comply with local code requirements, and would therefore have been disconnected. | REPAIR: If flooding continues, the sump pump will need to be re-commissioned or replaced and connected to a separate outlet feed in order to channel flood water elsewhere, in compliance with local code requirements. | | | | |
| | Original/earlier defunct heating pipes still exist which exhibit remnants of previous asbestos installation which was partially removed. | PLANNING: Long term planning should include removal of all defunct piping and proper disposal of all asbestos remnants. No action is required at this time. | | \$2,500.00 | \$312.50 | |
| | New copper supply piping appears sound and quarter-turn ball valves exist which are also sound. | MAINTENANCE: Provide regular maintenance as required. | | \$250.00 | \$31.25 | |
| | A gas meter exists at the northwest corner. | MAINTENANCE: A qualified plumber should periodically review the gas meter to ensure proper function and safety on a regular basis, as well as proper venting to the exterior. FUTURE CONSIDERATION: Eventual relocation of the gas to the exterior should be considered. | | \$250.00 | \$31.25 | \$2,500.00 |

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|---------------------------------------|---|---|-----------------|---------------|---------------------------|
| | | | Direct | Contng. 12.5% | |
| | | | | | |
| <u>Electrical</u> | Modern utility lighting has been installed throughout and exists in sound condition. | MAINTENANCE: Provide regular maintenance as required, as part of annual service contract. <u>See above.</u> | Incl. above | | |
| | Hard wired fire alarm heat detectors were observed in place. | MAINTENANCE: All safety and fire detection equipment should be regularly inspected, reinstalled, checked and verified for proper function, and/or replaced as required, by qualified inspection services, as part of annual service contract. <u>See above.</u> | Incl. above | | |
| | New communications and audio/visual wiring exists in place, as well as new shielded (BX) cable in place. | MAINTENANCE: Provide regular maintenance as required, as part of annual service contract. <u>See above.</u> | Incl. above | | |
| | The interior feed of electric service exists at the northwest corner, and appears in sound functional order. | Informational comment. | | | |
| <u>Structural Supports</u> | True 3x9 wood floor joists exist at 17 inches on center at the 1 st floor, and appear in sound functional condition. | MAINTENANCE: Provide periodic inspection and regular maintenance as required. | \$500.00 | \$62.50 | |
| | Southeast corner joists have previously rotted-out at exterior masonry wall pockets due to excessive moisture retention from flooding and likely from roof runoff being deposited at adjacent foundation areas. Joists are now supported on interim ACQ girders supported on modern screw jacks which appear in sound functional order. | MAINTENANCE: In coordination with correction of all exterior drainage systems and components to prevent water infiltration to the cellar/crawlspace areas, provide periodic inspection and regular maintenance as required. | \$750.00 | \$93.75 | |
| | New 6x6 ACQ support beams have been installed with modern screw jacks inserted mid-span replacing original deteriorated wood girders, and appear in sound functional order. | MAINTENANCE: Provide periodic inspection and regular maintenance as required. | \$500.00 | \$62.50 | |
| | At the south side interior cellar bay, an earlier original exterior support wall, complete with exterior basement window opening and sash, exists 6'-9" northward from current exterior south side foundation wall. | MAINTENANCE: This wall still provides structural support to the first floor load, and represents an earlier building configuration and therefore should be preserved for both structural purposes and as an historic artifact. Provide periodic inspection and regular maintenance as required. Maintenance to all areas of mortar at internal walls, including sluffing-off of mortar, should be cleaned up and surfaces cleared of all dusts so that new mortar can be applied. | \$850.00 | \$106.25 | |
| | | | | | |
| OVERALL CONSTRUCTION COSTS Sub-Totals | | | | | POTENTIAL FUTURE COSTS |
| | | | Projected Costs | | |
| | | | Direct | Contng. 12.5% | |
| | | | \$191,050.00 | \$23,881.25 | \$60,650.00 |
| CONTINGENCY | Contingency on work and/or material costs | COMBINED construction and contingency costs | \$214,931.25 | | |

Conditions Observations and Recommended Actions

| ITEM | CONDITIONS/STATUS | RECOMMENDATIONS/PROCEDURES | Projected Costs | | POTENTIAL FUTURE COSTS |
|--------------------|--|---|-----------------|-------------|---------------------------|
| | | | Direct | Grng. 12.5% | |
| PROJECT DESIGN | Development of work scopes, construction documents, bid procurement and solicitation, issuance, etc. | Assume at 7.5% applied to overall COMBINED construction cost. | | \$16,119.84 | |
| PROJECT MANAGEMENT | Oversight, coordination and supervision of implementation phases, etc. | Assume at 15% applied to overall COMBINED construction cost. | | \$32,239.69 | |

FINAL Projected Combined Totals

\$263,290.78

\$60,650.00

