

# Xilin Organization Mission and New Building Usage Plan

Xilin Association is a non-profit social service organization established in 1989. Xilin Association's programs has been evolved from one-day Chinese learning classes to become a community based, client needs driven, multi-social services organization. Currently, Xilin has 2 senior congregation meal sites in Schaumburg and Arlington Heights, 2 Adult Day Service Center in Naperville and Arlington Heights, 10 Chinese Language Sunday schools throughout city of Chicago and northwestern suburban areas, on-going community health screening and outreach programs, in-home care service program for aging and/or disabled individuals, Chinese folk dance and other performing arts program, Library, etc. Overall, Xilin is now focusing on providing one-stop for multi-social services.

Because of the tremendous booming of Xilin business, half year after Adult Day Service Center at Arlington Heights opened, Xilin purchased another half of 145 East Algonquin Road building. The following are the plan for usage of each business functionalities and occupancy analysis:

1. In-home care service for seniors or disabled individuals:
  - Two Director/Manager offices, around 288 sf.
  - One staff offices, around 252 sf.
  - Max 6 people during week days. All are employees
2. Transportation to doctor's appointments or related trips:
  - One staff office, around 187 sf.
  - Max 2 people during week days. All are employees
3. Therapy rooms for existing Adult Day Service:
  - Two hot floor rooms, around 200 sf.
  - One quiet room, around 240 sf.
  - Max 15 people during week days. These people belongs ADS.
4. Nurse room for existing Adult Day Service:
  - One room, around 320 sf.
  - Max 2 people during week days. These people belongs ADS.
5. Art room for existing Adult Day Service:
  - One room, around 360 sf.
  - Max 10 people during week days. One employee. These people belongs ADS.
6. Library:
  - Two rooms, around 672 sf.
  - Max 9 people during week days. One employee.
7. Chinese language testing lab:
  - Five rooms, around 591 sf.
  - Max 6 people during week days. One employee.
8. Computer room:

- Two rooms, around 486 sf.
- One employee
- 9. Training room for Xilin workers, who will participate in variety social services:
  - Two rooms, around 508 sf.
  - All people come from other offices which had counted.
- 10. Activity Room:
  - Open area, around 7,000 sf.
  - Max 40 people, only weekends or evenings.

The potential objectives are as follows:

- 11. Networking with other social service agencies and governmental officials
- 12. Assist individuals to adjust to the main stream society by referral workshops, special trainings, etc.
- 13. Be a resource for the local governmental entities

The building operation hour will be 7:00am-7:00pm on Monday through Friday, 9:30am-5:00pm on Saturday and Sunday. Occasionally, the evening event could be 7:00pm-10:00pm.