

FY 2020 ANNUAL REPORT

Of the John Trigg Ester Library



Message from the President

October 1, 2020

Welcome! It’s been a roller-coaster ride of a year! We started the new fiscal year with lots of hope and drive, only to come face-to-face with a force that brought us and the world to its knees. Most of our goals this year focused on collections and other smaller, yet significant projects, and one major project who’s time had come.

Throughout the winter months, the Collections Committee continued to update the catalog and organize through the Dewey Decimal system.

In the early Spring, we held Seedy Saturday and the first edition of a revamped Kids Read program.

Then COVID-19 hit in mid-March and, along with the rest of the world, we had to shut down for all practical purposes. In-person meetings and activities came to a grinding halt, and our doors were shuttered, with the exception of once a week, by-appointment-only browsing. We continued to host high-speed internet, however, which could be tapped into by sitting in your car in the parking lot.

Finally, as the weather warmed, we finished one of our last, remaining large projects: insulating under the floor with spray-in foam insulation.

Despite not being able to host any fund-raisers, we finished the year in the black, thanks to our fantastic donors and supporters, both individually and in the business world.

Thank you to the Board of Directors for your selfless service, and countless hours of backbreaking and tedious work!

Sincerely,

Syrilyn Tong, President

2019-2020

Facilities Committee

Headed by Gary Pohl.

* Underfloor insulation was accomplished!
* Brand new outhouse fabricated from old Frank’s Place shelving
* Surplus materials organized and stacked
* Special thanks to Alex Colon, Syrilyn Tong and Gary Pohl for snowblowing and lawn cutting assistance

Collections Committee

Headed by Mindy Gallagher.

* In person cataloging continued as a regularly scheduled activity until COVID hit, then some members took books home to catalog
* Total number of books cataloged is 7,604 with 5,076 on the shelves
* All the remaining books from Frank’s Place were cataloged
* An inventory of the entire Clausen collection was accomplished
* Began going through books in storage to sort through and catalog
* Nearly all shelf space inside Clausen is used, with thousands of books still in storage. This will need to be addressed in the near future.
* Donations were received from James Rogan, Sherri Schleiter, Nettie Larson, Maggie Billington and Lisa Slayton, as well as other small donations.



* Thank you to the collections volunteers this year: Kay Sisson, Suzann Suzawith, Janet Thompson, Karyn Holder, and Mindy Gallagher. Also, Syrilyn Tong and Gary Pohl helped with moving boxes of books.

Grants Committee

Headed by Gary Pohl.

* The grants committee was hampered by the fiscal crisis on the State-wide level. As such, proposals were submitted to the State for “interest”, as no monies were awarded.
* JTEL was awarded a $750 community grant from Holland America/Princess for Clausen Cabin underfloor insulation

Volunteers, Donors & Memberships

Headed by Syrilyn Tong.

* Our volunteer base has 49 people, while we have 40 members, up from 38.
* The Donor Tree has 18 leaves totaling at least $5740 and includes three corporate leaves – the additions this year were Holland America and Alaska Spray Foam Rental
* Fred Meyer Rewards program – $213 was raised with this program this past year, slightly less than last year.

Growing Ester’s Biodiversity (GEB)

Headed by Monique Musick.

* A successful “Seedy Saturday” was held this spring, which brought a dozen or so people interested in exchanging seeds
* Two community seed orders were generated from Seedy Saturday: one for seeds for the current growing season, and one for garlic bulbs and growing books for the fall/next growing season
* The seed catalog project; two years in the process; was finally finished

Children’s Reading Committee

Headed by Sarah Moisan

* There was one reading event this past year, held just prior to COVID closing everything down. It attracted three participants, and they made St. Patrick’s Day hats and 4 books were read to them.
* A summer reading punch-card program was initiated, with Ester Gas donating ice cream cones to those who finished, but it was shelved when COVID-19 hit.

Finances

Current balances, as of 9-30-20

Passive House Savings Balance: $14,514.33

Regular Savings balance: $23,922.77

Regular Checking balance: $ 1,698.03

Change fund balance: $ 50.00

Endowment fund: $ 5,668.13

Credit Card ($667.81)

Current Restricted Funds, 9-30-20

Ruth Jasper Children’s Fund $ 1,720.00

Gazebo Fund $ 110.54

**Profit & Loss Statement FY20**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Income** | |  |  |  |  |  |
|  |  |  | **Direct Public Support** | | |  |  |  |
|  |  |  |  | **Individ, Business Contributions** | | 2,914.50 |  |  |
|  |  |  | **Total Direct Public Support** | | |  |  | 2,914.50 |
|  |  |  | **Foundation Grants** | | |  |  | 750.00 |
|  |  |  | **Government Grants** | | |  |  | 5,263.00 |
|  |  |  | **Interest Income** | | |  |  | 45.74 |
|  |  |  | **Membership Dues** | | |  |  | 210.00 |
|  |  |  |  | **Cash Back Rewards** | | 597.34 |  |  |
|  |  |  |  | **Merchandise Sales** | | 31.00 |  |  |
|  |  |  | **Total Other Types of Income** | | |  |  | 628.34 |
|  |  | **Total Income** | | | |  |  | 9,811.58 |
|  |  |  |  |  |  |  |  |  |
|  |  | **Expense** | | |  |  |  |  |
|  |  |  | **Contract Services** | | |  |  |  |
|  |  |  |  | **Accounting Fees** | | 370.00 |  |  |
|  |  |  | **Total Contract Services** | | |  |  | 370.00 |
|  |  |  | **Facilities** | | |  |  |  |
|  |  |  |  | **Clausen Renovation** | | 2,725.74 |  |  |
|  |  |  |  | **Maintenance** | | 419.39 |  |  |
|  |  |  |  | **Property Insurance** | | 1,054.00 |  |  |
|  |  |  |  | **Taxes** | | 613.00 |  |  |
|  |  |  | **Total Facilities** | | |  |  | 4,812.13 |
|  |  |  | **Operations** | | |  |  |  |
|  |  |  |  | **Programming expenses** | |  | 22.45 |  |
|  |  |  |  | **State and Borough Fees** | |  | 290.00 |  |
|  |  |  |  | **Books, Professional memberships** | |  | 30.00 |  |
|  |  |  |  | **Postage** | |  | 92.00 |  |
|  |  |  |  | **Supplies** | |  | 594.41 |  |
|  |  |  |  | **Utilities** | |  |  |  |
|  |  |  |  |  | **Electricity** | 584.00 |  |  |
|  |  |  |  |  | **Heating Oil** | 822.05 |  |  |
|  |  |  |  |  | **Telephone, Telecommunications** | 1,781.47 |  |  |
|  |  |  |  |  | **Web fees** | 206.05 |  |  |
|  |  |  |  | **Total Utilities** | |  | 3,393.57 |  |
|  |  |  | **Total Operations** | | |  |  | 4422.43 |
|  |  | **Total Expense** | | | |  |  | 9604.56 |
| **Net Income** | | | | |  |  |  | **207.02** |

**Programs and Events**

Seedy Saturday

The event was held on Saturday, February 29. Additionally, we initiated a community seed order and a community garlic order, saving people shipping costs with the bulk orders

Kids Read

There was one reading event this past year, held just prior to COVID closing everything down. It attracted three participants, and they made St. Patrick’s Day hats and 4 books were read to them.

Thanks to all of the following for their loyal and sustained support this past year!

**Board members**: Syrilyn Tong, Sarah Moisan, Carrie Correia, Alex Colon, Hannah Hadaway, Mindy Gallagher, Gary Pohl and Ritchie Musick

All of the **board’s spouses and significant others** for their support and assistance

**Volunteers and donors of time and goods**: Dylan Barnam, Alex Colon-Ramos, James Hack, Kristin Hamey, Karyn Holder, Colton Laruder, Monique Musick, Kay Sisson, Suzann Suzawith, and Janet Thompson.

**Members**: Alex Colon, Carrie Correia, Sandy Dauenhauer, Linnaea Doener, Kinchel Doerner, Mina Doerner, Charlie Gallagher, Mindy Gallagher, Hannah Hadaway, Luke Hopkins, Jeanne Laurencelle, Stacie McIntosh, Sarah Moisan, Mike Musick, Monique Musick, Ritchie Musick, Barbara O’Donnell, Amy Pohl, Kerry Quillen, Kathleen Sisson, Lisa Slayton, Eli Sonafrank, Alice Stickney, Spurkland Tobben, David Valentine, Renee Waters, and Meagan Weltzin

**Lifetime Members**: Scott Allen, Sine Anahita, Deirdre Helfferich, Bill Lockwood, Carol Meares, Birch Pavelsky, June Pinnel-Stephens, Gary Pohl, Sherri Schleiter, Dennis Stephens, Syrilyn Tong, Barbara Trigg, and Judie Triplehorn

**2020 Donors**: Rianne Campbell, James Cheydleur, Tania Clucas, Sandy Dauenhauer, John Gimbel, Aislinn Hebrink, Deirdre Helfferich, Jeanne Laurencelle, Susan Nesbitt, Gary Pohl, Jane Sellin, Janet Thompson, Gerald Timmons, Christopher Turner, Margaret and Tom Vinson, and Ivan Voronin