

Friends of the Lincoln Public Library

2018 Annual Report



485 Twelve Bridges Lincoln CA 95648

Our Mission

To support the Lincoln Public Library and the community by promoting Library services and needs through advocacy, fundraising and cultural enrichment.

Established in 1986, the Friends of the Lincoln Public Library (FOLL) is an all-volunteer, membership-supported, non-profit corporation, registered as a 501(c)(3) charitable organization. The City of Lincoln, Sierra College, and Western Placer Unified School District provide much of the funding for Library operations. However, the Library could not provide the programs and services it does without the additional financial support provided by FOLL and the numerous volunteers who give hours of their time.

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What a Year...

FOLL is thrilled to have had such a significant role at the Lincoln Public Library over this past year. In 2018, FOLL provided over \$58,800 in funds for Library programs and services. These funds enable the Library to provide the Summer Reading Program and various children programs, hold author events, expand its collections, offer online learning resources, and more. In this year, FOLL also expanded its promotion of Library events and services.

Summer Reading Program

FOLL is the primary funding source for the Summer Reading Program. Summer reading programs encourage children and teens to make reading a lifelong habit, draw in reluctant readers with activities, help children keep their skills up over the summer, and generate interest in the library and books. In 2018, 1,150 children and teens read books and completed other literacyfocused activities.



Pictured: Fenix Drum and Dance Performers



The theme for Summer Reading 2018 was "Reading Takes You Everywhere." FOLL purchased books for reading rewards and themebased materials. FOLL also paid for Fenix Dance and Drum to perform at a summer reading event.

Children's Programs

Mother Goose on the Loose is a popular program for ages 0 to 4. In 2018, the Library held 74 sessions attended by over 4,500 children and their parents/caregivers. There is marching, rhyming, singing, and more to help little ones learn and grow. FOLL provided funds for Library staff time dedicated to this program and needed materials.



Pictured: Cindy Pulliam, Sam Schlafer (staff) and Tonie Jenkins (staff)



Pictured: Sandy Bishop

Family Story Time provides an enjoyable afternoon once a week for children to listen to books read by volunteers and for parents/caregivers to learn how they can help their child with literary skill at home. In 2018, the Library held 34 sessions attended by 614 children and their parents/caregivers. FOLL purchased new books for use by story time readers.



Read Across America is a nationwide reading celebration that takes place annually celebrating Dr. Seuss's birthday. Over 280 children and adults participated in the "Dr.Seuss" themed story time and crafts. FOLL contributed to the cost of materials for the replica of Whoville designed by Tonie Jenkins (Library staff).

Pictured: Linda Derosier, Tonie Jenkins (staff), Susan Hutchins (staff), Karen Hedger (staff), Mike Givan (staff) and Sharon Gorley

Homework Center provides a quiet space for K-8 students to study and receive help with their homework. In 2018, the Homework Center was open 84 days with 640 students attending. FOLL supplied the Homework Center with bottled water, snacks, and needed supplies.





Family Movie Night offers a movie theater experience to families at no cost. The Library shows a movie each month (except December) and uses that opportunity to talk to attendees about literacy. This popular event was attended by 775 children and adults in 2018. FOLL paid for the movie license and FOLL members staff the concession stand.

May the 4th Be With You is a fun event for introducing parents and children to the Library. In 2018, this "Star Wars themed" event was held at Peter Singer Park and was attended by over 400 children and adults. FOLL paid for the "Star Wars character" actors and provided a free "Star Wars themed" book for each family.



Pictured: Mike Givan (staff) with Chewbacca

Author Events



Author events are an opportunity for the community to meet writers and hear about their craft. In 2018, the Library held three author events (John Lescroart, James L'Etoile, and Catriona McPherson) attended by over 260 adults. FOLL supported the author events by providing light refreshments and having its members greet attendees.

Pictured: Catriona McPherson and event attendees

Library's Collection

The Library provides our community with the most current books, media and other resources. Each year, FOLL helps the Library by purchasing children's books for the younger patrons and large print books and audio books to ensure our senior patrons, especially those with impaired vision, have access to the latest materials.



In 2018, FOLL also purchased 50 new travel guides to provide patrons with current information to plan their travels in the United States and around the world.

Online Learning

Patrons can access online information and help anywhere from their own electronic devices with a WiFi connection. Annually, FOLL purchases **EBSCO Host** which provides patrons with multiple resources, including Novelist, Consumer Health Complete, and Legal Information Reference Center. FOLL also purchases **Brainfuse**, which provides tutoring in virtually every subject and access to expert coaches for every stage of a job search.



Library Elf



Library Elf is available for patrons to use to keep track of borrowed items and receive email reminders of the date that items need to be returned to the Library. Each year, FOLL pays for this service which helps ensure that items are returned to the Library and that Library patrons avoid late fees.

Willow Room

The Library's Willow Room is a community space that is ideal for large meetings or mid-sized events. FOLL purchased new dual roller shades (sun screen and black out) that allows those using the Willow Room to show videos during the day and on summer evenings. The crew for Family Movie Night is especially appreciative of the new shades.



Pictured: Dale McCoy

Promotion Activities

An important part of FOLL's mission is to promote use of the Lincoln Public Library and its programs and services. Each month, FOLL prepares a poster and flyer showing the month's activities and events. The flyer is posted on our Facebook page, available in the Library, and distributed by the Western Placer Unified School District to parents of school-age children (K-8). FOLL also submits items for inclusion in the event calendars of local publications.

In 2018, FOLL created a new website that highlights upcoming events and provides information on Library programs and services. FOLL also initiated a monthly e-newsletter, including highlights of upcoming events. Those interested in receiving the e-newsletter can sign up in the Library lobby or on our website. Printed copies are available at the Library.



The Library and FOLL participated in the 2018 Lincoln Hometown Parade. FOLL provided funds for the float materials and hot cocoa packets handed out at the parade.

Pictured: Tonie Jenkins (staff who designed the float)

FOLL Board members were interviewed for two articles that appeared in the April 2018 edition of Lincoln View Magazine. Board members also function as ambassadors for the Lincoln Public Library when they speak to others in the community about the Library.



Friends of the Lincoln Public Library

Message from the FOLL President

Dear Friends,

I am greatly pleased to report to you the work that is being accomplished because of you, our dear volunteers and contributors. Our cohesive group of 100 men and women come together and give their time and talents to serve their community by supporting the Lincoln Public Library. Our volunteers contribute in numerous ways. They process book returns and re-shelve thousands of books. They spend many hours sorting donated books and getting them ready for book sales. They help library staff provide library programs, such as Family Movie Night and Mother Goose on the Loose; host author nights; and more. Our enthusiastic, all-volunteer Board works diligently to raise funds through memberships, donations, grants, and book sales.

Our Board and volunteers continually promote the Library and its program and services throughout the community. We issue a monthly newsletter, distribute materials at community events and local schools, and speak to community groups. Our new website informs the community of upcoming events and on-going programs and services and so much more.

Our finances are healthy because of your contributions. Thank you, members, for your continued support of the Library through annual Friends memberships. Also, thank you to our local community businesses and nonprofits and others for their monetary and inkind contributions.

I challenge anyone that is not a member of the Friends to become one. Our membership numbers show the City of Lincoln officials that the community values the Library, a vital, essential part of our wonderful community.

Mary Nader

485 Twelve Bridges Drive P.O. Box 1177 Lincoln, CA 95648 916.434.2404

www.friendsofthelincolnlibrary.org Email: friends@friendsofthelincolnlibrary.org



April 4th, 2019

Dear Members of the Friends of the Lincoln Public Library,

Thank you for an incredible 2018! With your help, this year we were able to host over 240 events attended by over 9500 residents; lent out over 218,000 items to our 230,000 visitors; and embarked on some long-overdue projects in community outreach, adult programming, and collection development. This tremendous activity is due in large part to the Friends of the Lincoln Public Library, as you provide the funds and volunteers that allow us to expand our reach and our vision.

A public library is often described as free, but you know that isn't quite accurate. Yes, we provide our services freely to the public, but it costs money to keep the lights on and the doors open, much less to provide educational and enlightening programs and materials for our community. A public library is an investment that our community makes in itself, whether through tax dollars or generous donations. And nowhere is that investment more visible than in the Friends of the Lincoln Public Library. As an organization, you invest thousands of dollars and thousands of hours of your time, enthusiasm, and expertise in this library, ensuring that the Lincoln Public Library can provide the resources and services that our community deserves. Without your generosity and hard work, we would not have the Library that we have today. So from the bottom of my heart, thank you – for your donations, for your volunteerism, and for your belief that a strong library is the heart of a strong community. We could not do it without you.

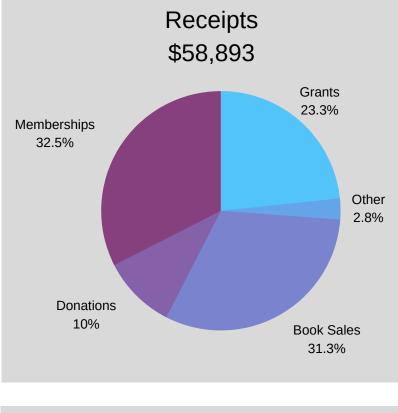
With gratitude,

Kathryn Hunt

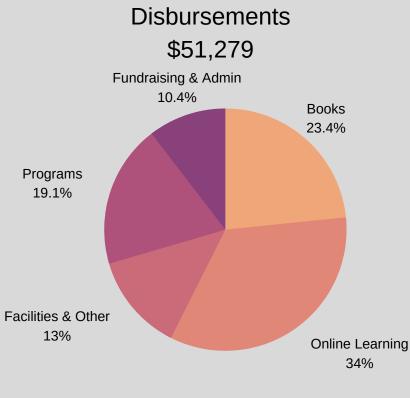
Kathryn Hunt Library Manager Lincoln Public Library

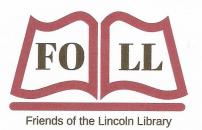
> City Hall 600 Sixth Street Lincoln, CA 95648 (916) 434-2400 <u>www.lincolnca.gov</u> City Manager's Office + Community Development+ Engineering + Fire Library + Recreation + Police + Public Services + Support Services

2018 Receipts and Disbursements



| Fund Balance - December 31, 2017 | \$132,753 |
|---|--|
| Receipts: | |
| Membership Book Sales Grants Donations Other | \$19,135 \$18,462 \$13,750 \$5,874 \$1,672 |
| Disbursements: | |
| Online Learning Books Programs Facilities & Other Fundraising & Admin | \$17,459 \$11,983 \$9,800 \$6,691 \$5,346 |
| Loss on Stock Held | \$696 |
| Fund Balance - December 31, 2018 | \$139,672 |





Friends of the Lincoln Public Library 485 Twelve Bridges Drive P O Box 1177 Lincoln CA 95648 916-434-2404

January 29, 2019

To: FOLL Board Members

From: Financial Review Committee

Subject: 2018 FOLL Financial Review Report

The Financial Review Committee met on January 28 and 29, 2019 at the Lincoln Public Library to review the financial year-end report for December 31, 2018 and bank statements and supporting documentation for the period January 1 through December 31, 2018. The review committee was comprised of Mary Nader and Vi Kuka.

FOLL's financial assets are currently maintained in four accounts: bank accounts (one checking account and two certificates of deposit) and a stock account. FOLL uses cash basis reporting. The Treasurer uses the software program – Quicken – to maintain the financial records. Revenue is recorded when the deposits are made to the bank. Expenses are recorded when checks are written or electronic fund transfers or other withdrawals are made from the bank. The Treasurer submits a monthly report to the FOLL board on fund balances and revenue and expenses.

Our review was limited to:

- Confirming that the beginning balances shown on the monthly report for January 2018 reconciled to the beginning balance shown on the January 2018 statements provided by the financial institutions holding the FOLL assets.
- Confirming that the ending balances shown on the monthly report for December 2018 reconciled to the beginning balance shown on the December 2018 statements provided by the financial institutions.
- Confirming that appropriate supporting documentation was on file for deposits made, checks written, electronic fund transfers, and other withdrawals from January 1, 2018 to December 31, 2018.

We concluded that the December 31, 2018 year-end report accurately represents the financial status of FOLL. We found no irregularities in the records.

The Financial Review Committee wishes to applaud and express gratitude to Gloria Pilotti for the organization of all the records. The procedures and attention shown will preserve the continuance of FOLL as a 501(c) 3 tax-exempt charitable organization.

Mary Nader FOLL President

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FOLL Member

Website: www.friendsofthelincolnlibrary.org Email: friends@friendsofthelincolnlibrary.org

Chair Reports

Book Sales

Thanks to the hard work of 24 "back room" volunteers sorting books for both the daily sale and the quarterly sales, along with the additional volunteers who come to help at the quarterly sale, the book sale crew generated \$18,462 in sales in 2018. This was an increase from 2017 of approximately 20 percent, 23 percent above our goal of \$15,000 for the year.

Our volunteers passed on donations of popular titles in hardback to the Library, thus saving the Library the expense of purchasing additional copies. We also worked with library staff on the Library's DVDs and audio books, using our new and near-new donations to replace, update, and add to the Library collection. In 2018, 396 DVDs and 135 audio books were updated and hundreds more DVDs and audio books were added to the collection.



Pictured: Jeff Greenberg, Karen Allen, Alice Dehner, Linda Derosier, Marie Hutchinson, Sharon Gorley, Tina Gray, Lorna Keith, and Karen Allen

Our Family of Book Sale Volunteers

Karen Allen Adrianne Barnard Lew Barnard Ruth Braun Rosemary Bryan Cyrenna Burgess Sarah Carroz Jennifer Castiblanco Alice Dehner Linda Derosier Michael Derosier Jeri Ferris Maggi Forte Sharon Gorley Tom Gorley Tina Gray Bob Gray Jeff Greenberg Charlotte Grone Chuck Grone Susan Haas Sandra Hawke William Heinze Marie Hutchinson Joanne Jones Bob Jones Joanne Keim Lorna Keith Vi Kuka Jeanne LeFebvre Nina Mazzo Wanda Melilli Linda Morley Sally Murad Dave Murad Fran Neves Joann Patterson Paul Radcliffe Marian Reuter Rods & Relics Lynne Rossi Sue Smith Jan Voyles Kathleen Ward Dave Wofford Sharon Wofford Carol Yelton

Community Outreach

FOLL conducts outreach in Lincoln and surrounding communities. Our outreach activities showcase the Lincoln Public Library as a local, equal access landmark that offers interactive, educational resources and programs to enhance community and individual quality of life within a culture of lifelong learning. FOLL members inform the community of Library programs when attending meetings of community organizations, including the Lincoln Chamber of Commerce, the Rotary Club of Lincoln, Downtown Lincoln Association, and Women's Club of Lincoln. Also, FOLL members share information at Library and community events, such as the City of Lincoln's Movie in the Park, Lincoln Hills Lifestyles Expo, and the Library's *May the 4th Be With You* event held last year at Peter Singer Park. We had a great time walking in the Lincoln Hometown Parade and handling out hot cocoa packets with labels containing Library information.



Pictured: Mary Nader (in mask) and Jeri Chase Ferris



Pictured: San Schlafer (staff), Kathryn Hunt (Library manager), Alice Dehner, Mike Givan (staff), Linda Derosier, Tonie Jenkins (staff), Gloria Pilotti-Irey, Sharon Gorley, and Amanda Toohey (staff)

Since community outreach is so important to our mission, the FOLL Board added a new position in late 2018 to focus our efforts in this area. We are very fortunate to have Kathy Snelson join us as our Community Outreach Chair.

Family Movie Night



Pictured: Children read their free books while waiting for movie to start.

In early spring FMN was asked to be the subject of an article in a local magazine. We were thrilled when the magazine came out in April. In addition to the article, there were great photos of the children enjoying themselves in the Willow Room before the movie started and the FMN team members making popcorn!

We now have eight FMN Team Members! They are Cindy Pulliam, Dale McCoy, Kathy Ward, Marie Hutchinson, Sue Smith, Rosemary and Roger Bryan and Alice Dehner, FMN Chair. Our team works well together and we look forward to a successful 2019!

Family Movie Night (FMN) shows movies January through November on the third Saturday of the month in the Willow Room at the Lincoln Public Library. There was no movie scheduled in December due to the holiday season.

We averaged 70 patrons per movie in 2018. Our financial numbers were good as we were under budget. During 2018, three FMN team members obtained their food handler certification.

With the help of Vi Kuka who has worked with FMN in the past, we were able to begin giving away free books to the children who attended FMN. We did this via a raffle and a table of free books where the kids could pick and choose.



Pictured: Cindy Pulliam, Kathy Ward, Sam Schlafer (staff), Alice Dehner and Roger Bryan.

Grants

The Grant Chair position was shared by two FOLL Board members: Jeri Ferris (January – August) and Linda Derosier (September-December). FOLL was awarded and received grant funds totaling \$13,750 in 2018. This was \$1,750 over the projected amount – 115% over budget.

Grants received in 2018:

| Lincoln Hills Foundation Lincoln Rotary Club Lincoln Lion Host Club Sierra Pacific Foundation Lincoln Kiwanis Foundation Safeway Foundation | \$5,000 1,000 2,000 250 2,000 2 500 | Large Print and Audio Books Children's books Family Movie Night License and Materials Summer Reading Program Children's Programming Summer Reading Activities Benches and Signage |
|--|--|---|
| Union Pacific Foundation | 2,500 | Benches and Signage |
| | | |

We thank our sponsors by highlighting them on our website, publishing an article in our monthly newsletter, Facebook, and with a banner (\$2,000 or more) in the Library lobby plus listing their names on our plaques located in the Library.



BUILDING AMERICA®



We Serve

Hospitality

Last November, FOLL and Golden 1 Credit Union hosted the Lincoln Chamber of Commerce NetMixer in the Library. The NetMixer provided a networking opportunity for local businesses while introducing the many business owners to the Library. FOLL also hosted three Author Events where FOLL greeted attendees as they entered the Library and offered beverages and light food. The annual Volunteer Appreciation Luncheon was held in April hosted by FOLL and the Library staff. Thank you, volunteers, for the many hours you contribute to help keep the Library running smoothly.



Pictured: Marian Reuter



Pictured: Arlene Glynn, Pam Patterson, Paul Radcliffe, Harvey Moss, and Peter Gilbert (City Council Member)

In late 2018, the FOLL Board revised the responsibilities of the Hospitality Chair to include facilitating the assignment of volunteers for Library events and FOLL activities. If you are interested in volunteering, please submit the volunteer survey on our website or email us at volunteer@friendsofthelincolnlibrary.org.

Membership

FOLL membership for 2018 included 225 family/ individuals and 19 business/nonprofit organizations. This is an increase over membership numbers in previous years, largely due to our February and November Membership Campaigns held in the Library's lobby. We encouraged new memberships and renewals while providing information on Library programs and services for both children and adults.



Pictured: Sally Bjorge, Cindy Pulliam (Membership Chair) and Library patron

Patrons were informed about how Friends membership dollars support many of the Library's offerings. Author nights and community events were also utilized to encourage Friends memberships and to provide awareness of Library programs and services. Thank you to all who continue to support the Library with your annual donations to FOLL.

And a huge thank you to Cindy Pulliam, our Membership Chair, who led our membership campaigns, processed all those memberships and donations, and sent "thank you's" to all our contributors.

Newsletter

This year saw the restart of the FOLL monthly newsletter. Beginning with the July 2018 issue, the newsletter provides FOLL members, Library patrons and others with information on upcoming events, available Library services, FOLL activities and more. The December 2018 issue was emailed to 480 subscribers.

All can sign up for the newsletter at the FOLL table located in the Library lobby or on our website. The newsletter is delivered by postal mail to those FOLL members who do not use email. Thanks to our newsletter writers, Gloria Pilotti-Irey and Stephanie Salazar, for their diligent work on the newsletters. Also, thanks to Linda Morley, our event photographer.



Publicity

The publicity highlight of the year was the coverage provided by Gold Country Media in its March 2018 issue of the *Lincoln View Magazine*. The article entitled "For the Love of the Library" focused on volunteering and the support provided by the FOLL. A second article focused on Family Movie Night.

Library and FOLL events are regularly reported in both the *Sun Senior NEWS* and the *Lincoln Hills COMPASS*. These publications provide the Library events with excellent coverage in the senior community since the *News* is issued on the first of the month and the *Compass* is issued midmonth. Library and FOLL events are also covered on the event page of the Lincoln News Messenger.

FOLL produces a monthly event flyer. This flyer is available to patrons in the Library and provided to the Western Placer Unified School District for distribution to parents of children in K to 8 grades. The flyer is also distributed via FOLL's Facebook page.

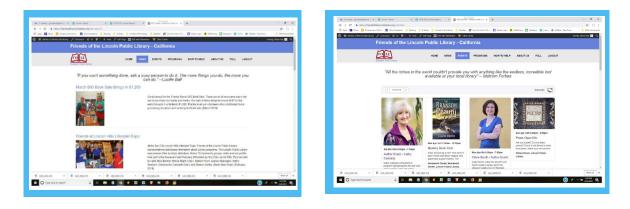


Website and Social Media

This was a year of significant change for our website and social media outlets. A new FOLL website was created from scratch using a WordPress platform. Now, all who visit our website have access to the latest FOLL news and easy-access information on up-coming events and Library programs and services. They can also learn how to help the Library and FOLL with their memberships, donations, volunteering and shopping at FOLL book sales and with AmazonSmile. We initiated a new Facebook page and opened an Instagram account.

Lynne Rossi, our Website and Social Media Chair, designed a new database on WordPress for our membership and donation records which has simplified many of our related processes. Using a MailChimp platform, we implemented a new email system for communicating with FOLL members and others.

Thank you Lynne and your assistants, Gloria Pilotti-Irey and Mara Sahagun, for all the work you do to keep FOLL current in this electronic communications age. Also, a big thanks to Larry Whitaker who was there for us on technical issues.





2018 Major Contributors

Individual & Family Members

Publisher Level - \$500 or More

| Al & Ann Kilert | Stan & Mary Nader |
|-----------------------|--------------------------|
| Larry & Jarina Mowrer | Daniel & Juanita Simmons |

Editor Level - \$200 to \$499

Doug & Mary Brown Quinton & Phyllis Brown Carl & Alice Dehner Linda Derosier

Jeri Chase Ferris Dawna Hawksworth & Marilyn Kupcho Jim & Gloria Irey

Author Level - \$100 to \$199

Karen Allen Cecil & Harriett Anderson Joan Brost Cyrenna Burgess John & Sarah Carroz Richard & Judith Clemensen Judith Doughty Scott Fischer & Anne Touloukian Michelle Hollis Jerry & Karen Johnson Donna Judah Dan & Cheryl Karleskint Helen Mackintosh Katherine Markham Nina Mazzo Ralph & Donna McCulloch Jerry & Gail Mohlenbrok Jim & Cindy Pulliam Frank & Fran Neves Jane Tahti Larry & Nancy Whitaker Suo Wu & YanYanYang

Paul Radcliffe Marion Randall Denny & Sheila Valentine Wayne & Barbara Vineyard John & Linda Russell Shirley Russell Ellen Schloenvogt Craig & Jan Voyles Eugene & Gaye Wytrykus

Businesses & Nonprofit Organizations - \$100 or More

A Pets World Art League of Lincoln Century 21 - Select Real Estate Inc. Consolidated Communications Foundation CA Frayji Design Group Inc. Huber Property Management, Inc InVINCIble Enterprises LLC Jensen Smith CPAs Lincoln Area Chamber of Commerce Lincoln Gun Exchange Lincoln Hills Golf Club Lincoln Summerset ALM Mane Productions Old Town Pizza Richland Developers Inc. Robertson Law Group Rods N Relics Rogers Family Company Select Tax & Bookkeeping Inc.

Donors - \$100 or More

Victoria Brown Amy Derosier Belen Fernandez Georgia Hyndman Catriona McPherson Margaret Phillips Janet Roberts Daniel & Juanita Simmons Sun City Lincoln Hills Village 4 Franklin & Pauline Watson

2018 Board and Committees

2018 Board of Directors

Officers

| Mary Nader |
|---------------------|
| Fran Neves |
| Jeri Chase Ferris |
| Gloria Pilotti-Irey |
| |

Chairs

Book Sales Community Outreach Family Movie Night Grants Hospitality Membership Newsletter Publicity Social Media Sharon Gorley Open Alice Dehner Linda Derosier Open Cindy Pulliam Open Jo Jones Lynne Rossi

2018 Committees

Big Day of Giving Committee:

Gloria Pilotti-Irey (Chair), Jeri Chase Ferris, Linda Derosier, and Cindy Pulliam Financial Review Committee:

Mary Nader and Vi Kuka

Membership Campaign Committee:

Cindy Pulliam (Chair), Sarah Carroz, Sharon Gorley, and Gloria Pilotti-Irey **Strategic Planning Committee:**

Gloria Pilotti-Irey (Chair), Jeri Chase Ferris, Linda Derosier, Vi Kuka, and Mary Nader **Volunteer Appreciation Luncheon Committee:**

Alice Dehner (Chair), Phyllis Brown, Sarah Prince, and Sam Schlafer (staff)



Library Fun Facts

Did you know...

- The Lincoln Public Library issues over 2,300 library cards annually
- Over 230,000 people pass through our Library doors each year
- Volunteers contribute over 1,000 hours each month
- These volunteer hours equal 8 employees valued at \$240,000
- The Library has over 92,000 books, 10,000 audio books, and 14,000 DVDs
- The Library added 2,582 books, 253 audio books, and 1,440 DVDs last year
- Library patrons checked out 218,000 books, DVDs, and other items last year
- Over 130 magazines and 10 newspapers are available in the Library
- The Library's WiFi connection is one of the fastest in our area one gigabit per second
- Over 25 online resources are available to Library card holders

Contact Us

Mailing Address: P O Box 1177, Lincoln CA 95648 Phone: (916) 434-2404 Email: Friends@FriendsoftheLincolnLibrary.org Website: www.FriendsoftheLincolnLibrary.org Facebook: Friends-Of-The-Lincoln-Library-CA

