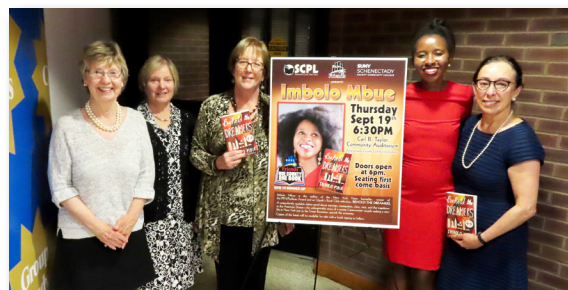


# FRIENDS OF SCHENECTADY COUNTY PUBLIC LIBRARY 2019 ANNUAL REPORT



FRIENDS MAKE GREAT LIBRARIES!

## PRESIDENT'S REPORT

It has been an honor and pleasure to serve as the President of the Friends of the Schenectady County Public Library for the past two years. It would be hard to overstate the importance of the funding raised by the Friends to support the many and diverse programs offered under the leadership of our Library's Director, Karen Bradley, and her staff.

The past year has seen some important changes to our procedures and practices:

- Directors and Officers Insurance has been purchased for the protection of the Friends as well as the individual members of the Board.
- The first Board Retreat was held with a focus on identifying a clear path towards future sustainability of the Friends. That work continues through an ad-hoc committee chaired by Chris Witkowski.
- Steps to strengthen financial practices were implemented to address the fiduciary responsibility of the Board.
- Revenue continued to grow through on-line sales, our two book stores, and our large outdoor sales. Although the COVID-19 health crisis may pose a threat to our ability to fundraise in 2020, at this point our current financial situation enables us to continue to support the library system.
- The Museum Pass program has more than doubled the number of passes available.

Thank you for allowing me to be part of an organization which is so well-regarded and critical to our entire community.

I will miss working with you all.

Wishing you all the best, Madelyn Thorne



*Charlene Roman and Madelyn Thorne at the  
Second Look Bookstore's opening day*

## BOOK SALES



Six thousand books. 6,000 books. That's how many books that the SCPL Book Sale team processes every week. That's over 300,000 books a year. We are a very busy team!

Last year was no exception. We held 3 book sales. There was a small book sale in February, and our two large ones, in May and September. The sorting team is aided by community volunteers, in addition to the many members of the Friends, to accomplish the huge task of a successful book sale. This year we were aided by Union College Student Activities, MVP, Schenectady High School Jr ROTC, and some inmates from the county jail.

This year the team eliminated a huge chore for our volunteers. Historically all the books that were outside for our sales were brought inside at the end of the day on Saturday. That required a huge effort. Then, another huge effort to move those same books back outside on Sunday morning before the bag sale. This year, we hired the Schenectady Auxiliary Police to patrol the library books overnight. We made a donation to the police for this service and saved our volunteers many hours of tough labor. This decision has been so well received by all, that we will continue to use the police for their overnight surveillance.

We said farewell to John and Gail Karl this year. They had both been such a large part of the Friends, it was hard to say goodbye, but they are now happily living in Florida near their children and grandson. Ellie Rowland had a great idea to start selling the many reusable bags that we receive when people donate books. She saved and sorted and organized these bags and sold them at the book sales and earned us lot of money. She's our official "bag lady" now.

As a result of our huge efforts, our revenue for the 3 sales in 2019 was \$37,480.19. The sale to a wholesaler of the books left over from the sales, along with donated books not up to book sale quality, added an additional \$2,596.06. Donations from our sorters added \$806.50. Our total income was \$40,882.75. Our expenses were \$3,238.80 which resulted in a net book sale income of \$37,643.95 for the year 2019.

We really appreciate the hundreds of volunteers who help us orchestrate these sales. We couldn't provide the library with these funds without them. We also appreciate the community members who generously donate their used books to us and those that buy them at our sales. This is our Circle of Life.

- Lisa Esperti



## BOOKSTORES



A Second Look Bookstore opened at Via/Port Mall on February 12, 2019, for a six month trial run. A year later we are thriving with more people discovering us every week. The store is located across from Bath & Body Works, near center court and is open Tuesday through Saturday 10-5.



The Whitney Book Corner is also doing well. We discontinued set monthly sales, instead having sales

when we are overstocked in a category or for a special event. We closed on Sunday during the months of June, July and August. This year we are hoping to expand our hours to be more in sync with the Greenmarket. - Charlene Roman

## HARRY POTTER DAY



Harry Potter Day was another successful event sponsored by the Friends. We had volunteers from colleges and a roller derby team to make this a magical time for children of all ages. The 2020 Harry Potter Day will be on October 17th. If you know someone who would like to teach a class or set up a booth in Diagon Alley, please have them contact [professorspore@gmail](mailto:professorspore@gmail.com) with a proposal.

- Shawn Schultz and Charlene Roman

## A NOTE FROM A JUNIOR FRIEND

My experience with the Junior Friends has been positive from the beginning. Everyone was very welcoming and friendly and now I think of this group as a little family. Additionally, I like the working dynamic, since you don't have to work on the same thing every time. If you are tired or bored, there is no problem in switching to another task. - Marcos Equiza

## MEMBERSHIP

In 2019, there were 751 families registered as members with 1,003 total members. 75 new individuals registered as members. So far, in 2020 we have received registrations from 18 new members and renewals from 117 current members.

Membership has initiated some advertising for soliciting new members starting with the electronic board outside the McChesney Room. Also bookmarks with registration information have been made and are distributed at the 2 bookstores and in the main branch. Bookmarks are handed out with new library cards and with store purchases to promote membership.

The membership committee continues to participate in library events to promote membership.

- Norrine Thompson



## MUSIC

The 2019 season was my fifth year of organizing the popular *Beat the Snow* concert series. It has been my great pleasure to work with so many local musicians who give freely of their time for the common good. The first few concerts reflected the very cold winter we had with lower than usual numbers. We had our first “snowed out” concert, also. It was moved to April, a safer month and was well received. We were able to incorporate several new performers and additional guests into the schedule. The audiences are often people who attend most of the concerts once they learn about them. Some of the performers also bring along their own audience members. All good.

The total number of people at the concerts was about 635. Some people wandered in and out during each concert, but we usually count fifteen minutes into the performance and use that number. We average about 50+ per concert. I have a new assistant, Gareth Griffith. As always, if someone has the name of an individual or a group they would like me to contact, please let me know. - Janice Walz

## NOON PROGRAMS

The Friends of SCPL Monday Noon Programs is currently experiencing another successful year. The Fall and Winter Books Sandwiched In were well attended. The November history talks and December opera programs were also very popular. At this time, we look forward to continued interest and popular response to our March science talks and Spring Books Sandwiched In.

The program has depended on the hard work of committee members Jo Adams, Diane Leone, Laura Lee Linder, Cathy Lewis and Gene Rowland. We welcome Richard Albens and Paul O'Brien to the committee as coordinators of the Spring BSI series. They will be replacing Gene Rowland whose dedication has been instrumental in the development of the Monday Noon Programs. He has not only been a valuable and hard working member of the committee, but has provided advice and support to me throughout these last three years. Bill Buell will also join the committee and help develop the 2020 November series.

There remains a need for 2-3 additional new members. A search within the Friends volunteers is currently ongoing.

- Geri Mulligan

## ONE COUNTY, ONE BOOK



The 2019 One County, One Book program, centered around Ta-Nehisi Coate's memoir, *Between the World and Me*, kicked off with a review of the book, presented by Dr. Deidre Hill-Butler, Department of Sociology, Union College. Throughout the

month of March additional programs and events were offered, including Saturday movie presentations, writing programs hosted by Alicia Richardson of SUNY SCCC and Miki Conn of the Hamilton Hills Arts Program, and book discussions facilitated by Dr. Frankie Bailey, of SUNY Albany and Laurence Rogers, Reference Librarian, SUNY SCCC.

A Readers Theater, entitled *My President Was Black, A Conversation Between Ta-Nehisi Coates and President Barack Obama*, was held at the Unitarian Universalist Society, Schenectady. The presentation was based on transcripts of interviews between Coates and Obama held in the fall of 2016. It was scripted by Sandra Boynton, artistic director of Will Kempe's Players, and performed by Michael A. Lake and Ibrahiim "E.B." Abdul-Rahman.

The culminating OCOB event was a community discussion in the McChesney Room, facilitated by Dr. Babette Faehmel, Associate Professor, SUNY SCCC.

In September the Friends presented Imbolo Mbue, author of *Behold the Dreamers*, the second place OCOB book. It was a daylong event, including a lunch with SUNY SCCC faculty, a talk with students, and a public event that evening in the Taylor Auditorium.

The visually attractive and provocative displays designed by SCPL staff person Doug Bixler greatly enhanced our program.

-Cheryl Cufari and Chris Witkowski



## ONLINE BOOKS

Online books now has 20 volunteers, plus Junior Friends helpers on the weekends. We ship books and dvds 6 days a week thru Amazon and Ebay. Last year online sales were over \$53,000 thanks to all our great volunteers . We continue to grow and deal with the many changes in online sales. - Shawn Schultz

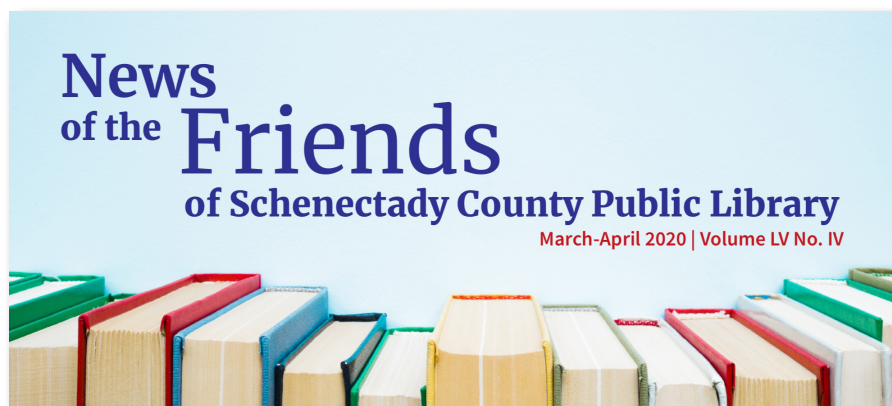
## NEWSLETTER/PUBLICITY

The newsletter continues to be one of the primary means of updating members about Friends activities. It is distributed five times a year by mail and email (based on member preference) and is posted on our Facebook page and website. The newsletter provides an overview of recent Friends events and efforts, promotes upcoming Friends and library events that are of interest to the members, and has other items of interest, including calls for volunteers, book store information and book donation guidelines.

Beginning with the September/October 2019 edition, Danielle Gray assumed the role of editor, bringing a fresh and exciting new look to the publication.

Our hometown newspaper, The Daily Gazette, did several outstanding stories in 2019, featuring the opening of A Second Look Bookstore, the One County, One Book program and the Imbolo Mbue author event in September. We continue to use Facebook, membership email blasts and our website to promote our activities. Additionally, the presence of our bookstore at Via|Port, Rotterdam, a public mall, has enabled us to highlight our organization, reaching a significant portion of the community who may have been unaware of the Friends.

Members of the One County, One Book committee made appearances on both the Ann Parillo and Carla Page shows. Spectrum News did a live broadcast from A Second Look Bookstore on its opening day. - Danielle Gray and Chris Witkowski



## TRIPS

The Friends sponsored two day trips in 2019. Our spring trip was to Stockbridge, MA to visit the Norman Rockwell Museum with a lunch in their cafe followed by a tour of Chesterwood, the summer home of sculptor Daniel Chester French. Our fall trip was to the Shelburne Museum in Shelburne, VT. We were fortunate to have two beautiful days to enjoy these visits. Both trips were very well attended, well reviewed by participants and generated several new memberships for the Friends.

We also offered another trip with Collette to Switzerland, Austria and Bavaria. It was a wonderful trip and we enjoyed breathtaking scenery everywhere we went.  
More travels ahead! - Sue Crawford & Gail Denisoff



## NOMINATING COMMITTEE\*

The following are candidates for Officers:

President: Charlene Roman  
1st Vice President: Norrine Thompson  
2nd Vice President: Jaime Williams-Peterson  
Secretary: Christine Witkowski  
Treasurer: Shirley DeBono

The following are candidates for Directors:

Lisa Esperti  
Marcine Wielt  
Jenn Wood

The following will be leaving the board and we thank them for their service:  
Shawn Schultz and Robert Symons

\* Due to the COVID-19 health crisis, the slate of candidates and officers was offered via an online ballot. - Sara Carey



## Treasurer's Report -2019

### Printed Reports Provided:

- Friends Balance Sheet & Profit/Loss Report through 12/31/2019, and
- Whitney Book Corner & 2<sup>nd</sup> Look Balance Sheet & Profit/Loss Report through 12/31/2019.

### Comments on Financial Statements

#### Friends Balance Sheet

- Total equity was \$392,917.41 as of December 31, 2019, which is down from the December 31, 2018 level of \$442,531.27.

#### Friends Profit & Loss Budget Performance

- 2019 income was roughly \$24,000 above budgeted income (\$144,084.58 vs \$120,200).
- 2019 expenses were about \$93,000 below the expense budget (\$268,189.48 vs \$361,550). We underspent Mont Pleasant Branch Support by about \$98,000 and Author Events by \$13,000. Certain budget line items were overspent. The net variance for 2019 revenues and spending is a positive \$117,000.

#### Whitney Book Corner Balance & 2<sup>nd</sup> Look Balance Sheet

- Total Whitney Book Corner & 2<sup>nd</sup> Look equity was \$230,453.14 as of December 31, 2019 which is up from the December 31, 2018 level of \$196,148.78.

#### Whitney Book Corner & 2<sup>nd</sup> Look Profit & Loss Budget Performance

- 2019 income for the Whitney Book Corner & 2<sup>nd</sup> Look was roughly \$34,000 above the budget (94,183.89 vs. \$60,400) because of the continuing success of both of our sites.
- 2019 expenses were about \$500 less than the budget (\$59,879.53 vs \$60,400).

Charles J. Richardson, Treasurer

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## Friends of the Schenectady County Public Library

## Balance Sheet

As of December 31, 2019

	Dec 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking Accounts	15,669.51
Money Market Accounts	360,055.91
Savings Accounts	9,144.90
WBC Cash Register	367.50
Total Checking/Savings	385,237.82
Other Current Assets	
Investments	89.28
Total Other Current Assets	89.28
Total Current Assets	385,327.10
Other Assets	
AAA - Travel Card Online Sales	1,650.04
AAA Travel Card - Friends Noon	233.23
AAA Travel for Staff Expenses	1,850.05
Bulk Postage Permit Account	320.46
Pay Pal from Ebay sales	4,521.47
Postage Due Acct	171.05
Total Other Assets	8,746.30
<b>TOTAL ASSETS</b>	<b>394,073.40</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Gift Cards	563.52
Sales Tax Payable NYS	592.47
Total Other Current Liabilities	1,155.99
Total Current Liabilities	1,155.99
Total Liabilities	1,155.99
Equity	
Book Sales Fund	173,009.29
Gilbert Endowmnt Fnd Restrict	1,000.00
Great Decisions	147.02
Love-Jatulis Charitable Gift	1,000.00
Music Fund	11,289.54
Niskayuna Landscape Fund	794.96
Operating Funds	98,023.83
Whitney Book Corner & 2nd Look	230,453.14
Woodlawn Fund	1,304.53
Net Income	-124,104.90
Total Equity	392,917.41
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>394,073.40</b>

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## Friends of the Schenectady County Public Library

## Profit &amp; Loss Budget Performance

January through December 2019

	Jan - Dec 19	Budget	Jan - Dec 19	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Author Book Sale	0.00	200.00	0.00	200.00	200.00
BookSale Income	40,872.75	37,000.00	40,872.75	37,000.00	37,000.00
Contributions	30,950.26	25,000.00	30,950.26	25,000.00	25,000.00
Friends trips	3,942.00	5,000.00	3,942.00	5,000.00	5,000.00
GE Match	3,170.00	1,000.00	3,170.00	1,000.00	1,000.00
Gifts/Memorial Contributions	5,166.00	2,000.00	5,166.00	2,000.00	2,000.00
Interest & Dividends	4,974.56	2,000.00	4,974.56	2,000.00	2,000.00
Junior Friends Revenue	1,063.93		1,063.93		
On line sales	53,945.08	48,000.00	53,945.08	48,000.00	48,000.00
<b>Total Income</b>	<b>144,084.58</b>	<b>120,200.00</b>	<b>144,084.58</b>	<b>120,200.00</b>	<b>120,200.00</b>
<b>Gross Profit</b>	<b>144,084.58</b>	<b>120,200.00</b>	<b>144,084.58</b>	<b>120,200.00</b>	<b>120,200.00</b>
<b>Expense</b>					
Accounting Review	1,125.00	1,200.00	1,125.00	1,200.00	1,200.00
Annual Dinner	541.00	750.00	541.00	750.00	750.00
Author Events	12,850.77	26,050.00	12,850.77	26,050.00	26,050.00
BookSale Expenses	3,238.80	3,000.00	3,238.80	3,000.00	3,000.00
Capital Expenses	0.00	0.00	0.00	0.00	0.00
Equipment	8,830.37	4,000.00	8,830.37	4,000.00	4,000.00
Friends Programs and Events	2,742.30	5,000.00	2,742.30	5,000.00	5,000.00
Friends Trips Expenses	3,404.00	5,000.00	3,404.00	5,000.00	5,000.00
Great Books Program	0.00	50.00	0.00	50.00	50.00
Insurance	1,318.77	550.00	1,318.77	550.00	550.00
Library Week	649.51	250.00	649.51	250.00	250.00
Membership	1,348.73	700.00	1,348.73	700.00	700.00
Memorials/Gifts Expense	1,200.00	0.00	1,200.00	0.00	0.00
Mont Pleasant Branch Support	21,898.08	120,000.00	21,898.08	120,000.00	120,000.00
Museum Pass Program	5,809.03	7,000.00	5,809.03	7,000.00	7,000.00
Newsletter	3,209.00	3,500.00	3,209.00	3,500.00	3,500.00
Online Book Sales	14,746.55	12,000.00	14,746.55	12,000.00	12,000.00
Other	2,711.46	500.00	2,711.46	500.00	500.00
Piano	0.00	350.00	0.00	350.00	350.00
Postage	1,105.31	1,000.00	1,105.31	1,000.00	1,000.00
Program Supplies, Adult	13,944.05	12,000.00	13,944.05	12,000.00	12,000.00
Program Supplies, Children-YA	14,645.61	12,000.00	14,645.61	12,000.00	12,000.00
Program Support - Publicity	12,317.90	8,000.00	12,317.90	8,000.00	8,000.00
Program Support Spec Circ Items	76,369.60	63,000.00	76,369.60	63,000.00	63,000.00
Programs, Adults	27,453.35	30,000.00	27,453.35	30,000.00	30,000.00
Programs, Children-YA	26,621.58	29,450.00	26,621.58	29,450.00	29,450.00
Publicity	2,584.55	4,000.00	2,584.55	4,000.00	4,000.00
Staff Development	4,306.72	10,000.00	4,306.72	10,000.00	10,000.00
STARS	1,142.60		1,142.60		
Stationery	0.00	500.00	0.00	500.00	500.00
Technology Support	1,149.40	200.00	1,149.40	200.00	200.00
Volunteer Events	925.44	1,500.00	925.44	1,500.00	1,500.00
<b>Total Expense</b>	<b>268,189.48</b>	<b>361,550.00</b>	<b>268,189.48</b>	<b>361,550.00</b>	<b>361,550.00</b>
<b>Net Ordinary Income</b>	<b>-124,104.90</b>	<b>-241,350.00</b>	<b>-124,104.90</b>	<b>-241,350.00</b>	<b>-241,350.00</b>
<b>Net Income</b>	<b>-124,104.90</b>	<b>-241,350.00</b>	<b>-124,104.90</b>	<b>-241,350.00</b>	<b>-241,350.00</b>



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## Whitney Book Corner & 2nd Look

### Balance Sheet

As of December 31, 2019

	Dec 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Whitney & 2nd Look Cash	
WBC Cash Register	167.50
Whitney & 2nd Look Cash - Other	231,441.63
Total Whitney & 2nd Look Cash	231,609.13
Total Checking/Savings	231,609.13
Total Current Assets	231,609.13
<b>TOTAL ASSETS</b>	<b>231,609.13</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Gift Cards	563.52
Sales Tax Payable	592.47
Total Other Current Liabilities	1,155.99
Total Current Liabilities	1,155.99
Total Liabilities	1,155.99
Equity	
Unrestricted Net Assets	93,078.18
Whitney Book Corner YE Prior Ye	103,070.60
Net Income	34,304.36
Total Equity	230,453.14
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>231,609.13</b>

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# Whitney Book Corner & 2nd Look

## Profit & Loss Budget Performance

### January through December 2019

	Jan - Dec 19	Budget	Jan - Dec 19	YTD Budget	Annual Budget
<b>Income</b>					
<b>Contributions</b>	1,321.92	400.00	1,321.92	400.00	400.00
<b>Merchandise Sales</b>	92,861.97	60,000.00	92,861.97	60,000.00	60,000.00
<b>Total Income</b>	94,183.89	60,400.00	94,183.89	60,400.00	60,400.00
<b>Expense</b>					
<b>Equipment</b>	1,079.49	2,500.00	1,079.49	2,500.00	2,500.00
<b>Non-Store Related Expenses</b>	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00
<b>Office Supplies</b>	735.28	600.00	735.28	600.00	600.00
<b>Other</b>	75.00	0.00	75.00	0.00	0.00
<b>Register Over/Short</b>	-149.49	200.00	-149.49	200.00	200.00
<b>Rent</b>	13,375.00	13,500.00	13,375.00	13,500.00	13,500.00
<b>Services</b>	1,262.50	860.00	1,262.50	860.00	860.00
<b>Special Events</b>	0.00	0.00	0.00	0.00	0.00
<b>Square Credit Card Fees</b>	1,041.12	600.00	1,041.12	600.00	600.00
<b>Utilities</b>	2,460.63	2,140.00	2,460.63	2,140.00	2,140.00
<b>Total Expense</b>	59,879.53	60,400.00	59,879.53	60,400.00	60,400.00
<b>Net Income</b>	<b>34,304.36</b>	<b>0.00</b>	<b>34,304.36</b>	<b>0.00</b>	<b>0.00</b>