

## Library Director's Report Continued...

the new Youth Librarian just before the world changed. She has taken on her job with joy and hopefully once the library fully opens again we will all get to know her better.

Lastly, the Board of Trustees is seeking new members from Jericho and hope to fill the positions. It has been difficult to recruit since most work is done virtually. If you are interested in serving on the

Board of Trustees we would welcome speaking with you and having you on board. We'll be in touch and hope that you will be in touch with us.

## Treasurer's Report

### General Fund

by Barbara Yerrick

Fiscal year:	19/20		20/21		Proposed 21/22		
	Budget	Actual	Budget	Actual	Budget	% Change	% of Total
<b>Income</b>							
Tax income, Jericho	166,245.79	\$166,246.00	167,850.53		167,648.27	-0.12%	60.00%
Tax income, Underhill	110,830.52	\$110,831.52	111,900.35		111,765.52	-0.12%	40.00%
<b>Total tax income</b>	<b>277,076.31</b>	<b>277,077.52</b>	<b>279,750.88</b>		<b>279,413.79</b>	<b>0.00</b>	<b>100.00%</b>
<b>Other income</b>							
Fundraising and Donations	13,500.00	\$10,745.40	13,500.00		10,000.00	-25.93%	2.81%
Interest	31.00	\$67.84	90.00		70.00	-22.22%	0.02%
Printer and copier fees	750.00	\$428.50	750.00		350.00	-53.33%	0.10%
Grant Income	300.00	\$390.00	1,000.00		600.00	-40.00%	0.17%
Carryover	36,100.33	\$36,100.33	48,801.23		65,502.00	34.22%	18.40%
Miscellaneous Income							
<b>Total Income</b>	<b>327,757.64</b>	<b>324,809.59</b>	<b>343,892.11</b>		<b>355,935.79</b>	<b>3.50%</b>	<b>100.00%</b>
<b>Expenses</b>							
<b>Staffing</b>							
Salaries	166,712.64	\$164,160.50	176,722.11		181,315.79	2.60%	50.94%
Benefits	31,000.00	\$15,334.13	31,000.00		31,000.00	0.00%	8.71%
Recruitment	50.00	\$0.00	50.00		0.00	-100.00%	0.00%
Payroll services	4,800.00	\$3,848.55	5,000.00		5,000.00	0.00%	1.40%
Staff development	2,100.00	\$381.00	2,100.00		1,000.00	-52.38%	0.28%
<b>Building</b>							
Electricity	4,500.00	\$4,282.98	4,500.00		4,500.00	0.00%	1.26%
Fuel	3,700.00	\$3,298.19	3,700.00		3,700.00	0.00%	1.04%
Insurance	7,000.00	\$6,001.00	7,500.00		7,000.00	-6.67%	1.97%
Janitor	4,900.00	\$4,308.09	4,900.00		4,900.00	0.00%	1.38%
Lease	200.00	\$400.00	200.00		200.00	0.00%	0.06%
Maintenance	6,500.00	\$8,208.73	7,200.00		8,000.00	11.11%	2.25%
Storage	770.00	\$770.00	770.00		770.00	0.00%	0.22%
Telephone	2,500.00	\$2,808.21	2,500.00		3,000.00	20.00%	0.84%
Water	350.00	\$333.70	400.00		350.00	-12.50%	0.10%
<b>Office</b>							
Supplies	5,000.00	\$2,265.91	3,000.00		2,500.00	-16.67%	0.70%
Postage	2,500.00	\$1,587.74	2,000.00		1,500.00	-25.00%	0.42%
Mileage	750.00	\$419.80	750.00		500.00	-33.33%	0.14%
<b>Technology</b>							
Internet	700.00	\$696.00	700.00		700.00	0.00%	0.20%
Automation support	2,200.00	\$2,777.50	2,100.00		2,500.00	19.05%	0.70%
Computer support	2,000.00	\$0.00	2,000.00		1,000.00	-50.00%	0.28%
Hardware upgrade	6,000.00	\$2,062.31	5,000.00		4,000.00	-20.00%	1.12%
Software upgrade	500.00	\$446.45	700.00		500.00	-28.57%	0.14%
Technology - other							
<b>Collection and Programming</b>							
Books/AV/Periodicals	32,000.00	\$24,026.76	32,000.00		38,000.00	18.75%	10.68%
Special programs	5,500.00	\$2,753.21	5,500.00		6,000.00	9.09%	1.69%
<b>District expenses</b>							
Legal & Professional	5,000.00	\$0.00	5,000.00		5,000.00	0.00%	1.40%
Dues	1,100.00	\$950.00	1,000.00		1,000.00	0.00%	0.28%
Warning	125.00	\$0.00	300.00		250.00	-16.67%	0.07%
Fundraising expense	500.00	\$255.00	3,500.00		2,000.00	-42.86%	0.56%
Annual report	1,200.00	\$1,085.49	1,200.00		1,200.00	0.00%	0.34%
Misc.	250.00	\$16.00	250.00		250.00	0.00%	0.07%
Contingency	12,000.00	\$3,179.56	12,000.00		15,000.00	25.00%	4.21%
Conferences Board	250.00	\$0.00	250.00		250.00	0.00%	0.07%
Bank Charges	100.00	\$31.36	100.00		50.00	-50.00%	0.01%
Interest Expense	0.00	\$0.00	0.00		0.00		0.00%
<b>Capital Improvements Reserve</b>	<b>15,000.00</b>	<b>\$5,567.47</b>	<b>20,000.00</b>		<b>23,000.00</b>	<b>15.00%</b>	<b>6.46%</b>
<b>Total Operating Expenses</b>	<b>327,757.64</b>	<b>\$262,255.64</b>	<b>343,892.11</b>		<b>355,935.79</b>	<b>3.50%</b>	

## Treasurer's Report

## Restricted Funds

by Barbara Yerrick

Restricted Funds	15/16	16/17	17/18	18/19	19/20
<b>Capital Improvements Reserve Fund</b>					
Beginning balance	\$38,845.56	\$47,845.56	\$54,867.61	\$74,867.61	\$29,907.61
Taxes	\$9,000.00	\$7,000.00	\$20,000.00	\$15,000.00	\$5,567.47
Interest	\$0.00	\$22.05	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sale of bookshelves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total income	\$47,845.56	\$54,867.61	\$74,867.61	\$89,867.61	\$35,475.08
Expenses	\$0.00	\$0.00	\$0.00	-\$59,960.00	\$0.00
<b>Ending balance, 06/30</b>	<b>\$47,845.56</b>	<b>\$54,867.61</b>	<b>\$74,867.61</b>	<b>\$29,907.61</b>	<b>\$35,475.08</b>

Collections Fund	Lost and damaged	Delaporte Endowment	Jessie Rawson Memorial	Dr Burnett Rawson Fund	Expansion Fund
<b>Ending Balance 6/30/20</b>	<b>\$8,294.66</b>	<b>\$8,598.07</b>	<b>\$11,797.91</b>	<b>\$160,817.84</b>	<b>\$3,058.40</b>



Jericho Underhill Library District  
8 River Road  
Jericho, VT 05465

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## Postal Customer

### Official Warning Annual Meeting - Jericho Underhill Library District

The legal voters of the towns of Jericho and Underhill in the County of Chittenden and the State of Vermont are hereby warned and notified to meet at the Deborah Rawson Memorial Library in Jericho, Vermont on Thursday, January 21, 2021 at 7:00 PM to act on the following articles:

- Article 1. Election of a Moderator
- Article 2. Act on Report of Trustees
- Article 3. Shall the District authorize the Trustees to borrow money for the temporary needs of the District?
- Article 4. Adoption of a budget
- Article 5. Other business thought proper when met

Dated at Jericho, Vermont, November 24, 2020

### ANNUAL MEETING

The Annual meeting will be held at the Deborah Rawson Memorial Library in Jericho, Vermont on Thursday, January 21, 2021 at 7:00 PM.

Sven Lindholm, Chair

Sue Vaughn

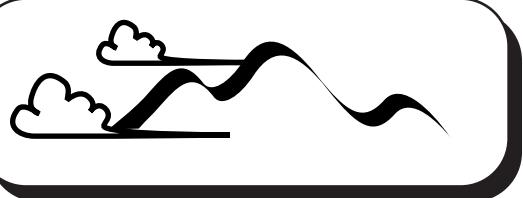
Kristie Kapusta

Connell Gallagher

Bill McMains

Barbara Yerrick

Carolyn Greene



## Jericho Underhill Library District Annual Report

For the year ending December 31, 2020

by Holly Hall

### Library Director's Report

#### MISSION STATEMENT

*The Deborah Rawson Memorial Library provides community access to information, ideas and enriching experiences.*

#### Library Statistics and information:

The Deborah Rawson Memorial library had 20,252 people visited the library until it had to close in mid-March due to COVID-19. This past year 55,614 items were checked out. The library continues to offer a wide variety of programs for all ages most of which is now offered online using Zoom and Kahoot. Due to the pandemic the library had to quickly adapt from in person programs to only being able to be online. The library used its FaceBook page, website and a new YouTube channel to try to stay in touch with our communities. The library provided books to the XYZ Senior Luncheon as well as the Jeri-Hill Apartments thanks to the volunteer efforts of Nancy Craig. Contactless homebound delivery is available if you physically are unable to come to the library. Call to arrange a visit. 899-4962. Curbside pick-up is another new addition this year. You can place your items on hold through our online catalog and then call or email the library at rawsonlibrary@drml.org to let us know when you would like to pick them up!

Currently the library has 23,906 items that include books, magazine subscriptions, DVDs, Books on CD and Music CDs. Any item the library doesn't have we are happy to borrow from another library either in Vermont or out of state. Downloadable audiobooks and ebooks are also available using our website and a current library card. All our items can be found on our website www.drml.org as well as our consortium member libraries items. Items that are returned to the library go into quarantine for a period between 3 days up to a week

depending on the type of item. No fines are charged on late items.

WiFi is available 24/7 with no password needed. It is available anywhere around the perimeter of the library including our parking lot!

Our Master Gardeners and volunteers again delivered to the Jericho Underhill food shelf and Jeri-Hill Apartments produce from the library gardens. This past year the theme of the garden was author Thornton Burgess. The self-guided poetry walk in the Mills Riverside Park featured William Wordsworth. Be sure to watch around the outside of the library for our StoryWalk®

The library curbside hours are Tues. and Thurs. 1-7:30, Wed. and Fri. 1-5:30, Sat. 11-1:30.

Stay safe and stay well. The staff looks forward to seeing you in person as soon as we can!

#### Board of Trustees Report 2020 *Sven Lindholm - Chair*

This year we – the DRML staff, Board of Trustees, and volunteers – wanted to see what more the library could do. It was clear that community engagement would help us think about not just the library being the heart of the community but the community being the heart of the library.

Then the pandemic shut everything down. Our plans were put on hold. The library made the difficult decision to close its doors.

Many essential services have restarted even as the library continues to be mostly closed for regular use. We have had curbside pickup times and scheduled times where people come into the library

and browse the stacks. Online services have been enhanced and many of the community events have been converted to digital access. We have been able to continue adult programs such as book discussion groups, a poetry walk and Trivia Quest as well as many youth programs such as a weekly story time, craft tutorials and craft curbside pickup, and a summer reading program.

Even though the Harvest Market was cancelled, we still held the annual Book Barn sale. Instead of a weekend of sales we held a number of sale days. The turnout was most welcome. We were happy to see you, our neighbors, come in and show us what the library means to you.

Volunteers are an important resource. This year provided less opportunities for involvement. However, we do want to thank all the volunteers who nurtured the garden which grew a bumper crop of vegetables, all of which were donated to residents at the Jeri-Hill Apartments and the local food bank. Volunteers help out for many programs and the annual Book Barn.

Everyone in Jericho and Underhill are important to the life of the library. You have kept us going and helped us know what we as a library can do to help with getting needed essential information in a way that is accessible to you.

This year we said goodbye to a few staff members and welcomed another. I would like to thank Constance Murphy, our head clerk, and Deb Kesler, one of our clerks, for the time and talents they have given the library and our community. The Board of Trustees will miss their dedication. I also welcome Abby Pasquene who came on board as

*Continued on page 3*