

Friends of the Deborah Rawson Memorial Library 2023 Report

The Friends of the DRML provide the library with requested program support, supplies, and equipment that enhance the DRML. Recently the Friends has invested a variety of diverse museum memberships throughout the state to support both youth and adult interests. This year the book bins in the Children’s room were replaced,

allowing for more efficient book storage and access, and increased available space in that designated area.

Revenues are raised by way of donations to the Friends of the DRML, the sale of puppets, books, tote bags, and bumper stickers. Opportunities to engage with the Friends of the DRML and support the

important and valuable asset our community library are posted on the Friends of the DRML bulletin board above the library photocopier. Hope to see you!

Friends of the DRML
Christine Ryan, Secretary/Treasurer

Treasurer’s ReportGeneral Fundby Sharon Lockwood

Fiscal year:	FINAL 22/23	FINAL Budget 23/24	Proposed 24 - 25				
Income	Budget	Actual	Budget	Actual	Budget	% Change	% of Total
Tax income, Jericho	170,643.77	172207.00	180,798.96		194,349.19	7.49%	51.38%
Tax income, Underhill	113,762.51	114805.00	110,812.26		119,117.24	7.49%	31.49%
Total tax income	284,406.28	287,012.00	291,611.22		313,466.43	7.49%	82.88%
Other income							
Fundraising and Donations	10,000.00	23522.94	12,000.00		14,000.00	16.67%	3.70%
ARPA Grant Income		2755.08					0.00%
Interest	70.00	332.46	30.00		30.00	0.00%	0.01%
Printer and copier fees	350.00	543.60	350.00		350.00	0.00%	0.09%
Grant Income	600.00	871.35	600.00		600.00	0.00%	0.16%
Carryover	52,844.72	52844.72	54,738.78		29,793.57	-45.57%	7.88%
Miscellaneous Income	0.00	25498.96			20,000.00	100.00%	5.29%
Total Income	348,271.00	393,381.11	359,330.00		378,240.00	5.26%	100.00%
Expenses							
Staffing							
Salaries	192,651.00	203285.79	211,000.00		220,000.00	4.27%	58.16%
Benefits	33,000.00	39219.44	25,000.00		34,000.00	36.00%	8.99%
Recruitment	0.00	0.00	0.00		0.00	0.00%	0.00%
Payroll services	5,000.00	4782.25	5,000.00		5,000.00	0.00%	1.32%
Staff development	1,000.00	468.00	1,000.00		1,000.00	0.00%	0.26%
Building							
Electricity	4,500.00	4552.24	4,500.00		4,500.00	0.00%	1.19%
Fuel	3,700.00	3728.72	3,700.00		3,700.00	0.00%	0.98%
Insurance	7,000.00	6331.75	6,000.00		7,000.00	16.67%	1.85%
Janitor	4,900.00	4080.80	4,500.00		4,500.00	0.00%	1.19%
Lease	200.00	200.00	200.00		200.00	0.00%	0.05%
Maintenance	8,000.00	6664.73	12,000.00		8,000.00	-33.33%	2.12%
Storage	770.00	990.00	880.00		990.00	12.50%	0.26%
Telephone	3,000.00	2728.92	3,000.00		3,000.00	0.00%	0.79%
Depreciation	0.00	11766.36			11,800.00	100.00%	3.12%
Water	350.00	300.05	350.00		350.00	0.00%	0.09%
Office							
Supplies	2,500.00	3729.51	3,500.00		3,500.00	0.00%	0.93%
Postage	1,500.00	2969.58	2,000.00		3,000.00	50.00%	0.79%
Mileage	500.00	258.72	300.00		300.00	0.00%	0.08%

Treasurer’s ReportGeneral Fund (continued)by Sharon Lockwood

Technology							
Internet	700.00	866.40	800.00		800.00	0.00%	0.21%
Automation support	2,500.00	1717.10	3,000.00		3,000.00	0.00%	0.79%
Computer support	1,000.00	190.00	1,000.00		1,000.00	0.00%	0.26%
Hardware upgrade	4,000.00	1875.58	5,000.00		5,000.00	0.00%	1.32%
Software upgrade	500.00	586.08	500.00		500.00	0.00%	0.13%
Technology - other							
Collection and Programming							
Books/AV/Periodicals	30,000.00	30923.54	35,000.00		35,000.00	0.00%	9.25%
Special programs	5,000.00	4153.24	4,000.00		4,000.00	0.00%	1.06%
District expenses							
Legal & Professional	5,000.00	0.00	5,000.00		5,000.00	0.00%	1.32%
Dues	1,000.00	1187.50	1,000.00		1,000.00	0.00%	0.26%
Warning	250.00	214.50	250.00		250.00	0.00%	0.07%
Fundraising expense	2,000.00	2384.75	2,100.00		2,100.00	0.00%	0.56%
Annual report	1,200.00	1724.50	1,200.00		1,200.00	0.00%	0.32%
Misc.	250.00	211.42	250.00		250.00	0.00%	0.07%
Contingency	8,000.00		8,000.00		5,000.00	-37.50%	1.32%
Conferences Board	250.00	330.00	250.00		250.00	0.00%	0.07%
ARPA GRANT EXPENSE		2755.08					0.00%
Bank Charges	50.00	410.99	50.00		50.00	0.00%	0.01%
Interest Expense	0.00		0.00		0.00		0.00%
Capital Improvements Reserve	18,000.00	18000.00	9,000.00		3,000.00	-66.67%	0.79%
Total Operating Expenses	348,271.00	363,587.54	359,330.00		378,240.00	5.26%	100.00%

Treasurer’s ReportRestricted Fundsby Sharon Lockwood

CAPITAL IMPROVEMENTS RESERVE FUND						
	17/18	18/19	19/20	20/21	21/22	22/23
Beginning balance	\$54,867.61	\$74,867.61	\$29,907.61	\$35,475.08	\$51,440.08	\$71,508.97
Taxes	\$20,000.00	\$15,000.00	\$5,567.47	\$20,000.00	\$23,000.00	\$18,000.00
Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sale of bookshelves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total income	\$74,867.61	\$89,867.61	\$35,475.08	\$55,475.08	\$74,440.08	\$89,508.97
Expenses	\$0.00	-\$59,960.00	\$0.00	-\$4,035.00	-\$2,931.11	-\$5,084.26
Ending balance, 06/30	\$74,867.61	\$29,907.61	\$35,475.08	\$51,440.08	\$71,508.97	\$84,424.71

Other Funds		
	Delaporte Endowment	Dr Burnett Rawson Fund
Balance as of 6/30/22	\$8,598.07	\$236,211.34



Jericho Underhill Library District
8 River Road
Jericho, VT 05465

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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 18, 2024 at 7:00 PM to act on the following articles:

Article 1. Election of a Moderator

Article 2. Act on the 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 16, 2023

Sven Lindholm, Chair

Connell Gallagher

Ellen Arrowsmith

Sharon Lockwood

William McMains

Barbara Yerrick

Carolyn Greene

Nancy Karlson

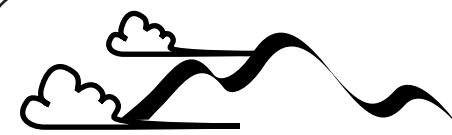
Irene Bihun

The Board of Trustees, Jericho Underhill Library District

[Handwritten signatures of the Board of Trustees members]

ANNUAL MEETING

The Annual meeting will be held at the Deborah Rawson Memorial Library in Jericho, Vermont on Thursday, January 18, 2024 at 7:00 PM.



Jericho Underhill Library District Annual Report

For the year ending December 31, 2023

Library Director's Report

by Holly Hall

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 19,360 visitors the library. This past year 59,938 items were checked out. Programs for youth and adults are being held in person as well as a few on Zoom. Combined we had 428 programs. The library continues provided books to the Jeri-Hill Apartments. Contactless homebound delivery is available if you physically are unable to come to the library. Call to arrange a visit, 802-899-4962. You can place your items on hold through our online catalog and staff will contact you when your item is ready to be picked up. You can come in or use curbside pickup.

Currently the library has 24,531 items that include books, magazine subscriptions, DVDs, Books on CD and Music CDs. New this year the library added Hoopla to our growing list of online databases. Hoopla offers downloadable ebooks and audios as well as movies, music and TV shows for streaming. All our items can be found on our website www.drml.org as well as our consortium member libraries items. 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!

The library appreciates the many volunteers that help make our library incredible! Our Master Gardeners and volunteers keep the grounds of the library vibrant with color in our many gardens around the library including the theme garden which this past year was the very popular Harry Potter. Vegetables and flowers were delivered to the Jericho Underhill food shelf and Jeri-Hill Apartments. Our inside volunteers offered us programs and helped keep the inside

looking great also. Local artist displays offer vibrant color inside as well.

The library hours are: 10-8 Tuesday and Thursday, 10-6 Wednesday and Friday, Saturday 10-2 and Sundays 1-4 September to May. We do have computers available as well as faxing and copying. The library staff and Board of Trustees thanks you for another wonderful year. Please visit us soon! We look forward to welcoming you.

Holly Hall, Director

Board of Trustees Report 2023

The past year has reminded us that our relationships in the community are fundamental to our survival and growth. It is our responsibility to work towards a balance where we together can thrive.

This year we – the DRML staff, Board of Trustees, and volunteers – wanted to do more for you than we did last year. Considering the changing needs of the community, we set out a vision in the Library's Strategic Plan.

This plan encompasses a three-year evolving and adaptable window. We welcome hearing from you throughout its life and ask that our patrons help the Board keep the plan in line with community needs.

After one year, we self-assessed our progress towards meeting these goals. We have made great progress in increasing the number and variety of programs. This equates to more people coming to the library. Right now, the only limits to growth are staffing for the size of children's programs, and space to let all the programs run.

Books are the main resource, though not the only one, which the library keeps.

It also has public computers and access to digital libraries. It hosts programs for people of all ages – some of these were revived while other are new. There is also a room that the community can use for meetings.

This sentiment melds well with words I read recently: "And in the very room in which he sat, there were books that could take you anywhere, and things to invent, and make, and build, and break, and all the puzzle and excitement of everything... His thoughts darted eagerly about as everything looked new-and worth trying."

The area where more work needs to be done, and help make this vision more real, is the library's physical space. Our dedicated staff needs better personal and workspace. And we are now looking at how to not just better use the space but also how to expand the physical space of the library. All this goes hand-in-hand with more programs and increased services.

Everyone in Jericho and Underhill is important to the life of the library. You have kept us going and helped us strive to keep reviving our collections. You have helped us devise new programs that benefit our community. We ask that you keep letting us know what we as a library can do for you.

The Deborah Rawson Memorial Library has now been around for 25 years, and we look forward to the next 25. As this year closes and a new one begins, the Board is especially thankful for the staff and leadership of the library for their dedication and outlook to their work.

Thank you for your support. You are what makes the Deborah Rawson Memorial Library a special place.

Sven Lindholm, Chair