

**Friends of Samuels Library Annual Report**  
**2017 Fiscal Year**  
**(July 1, 2016 – June 30, 2017)**

In Fiscal Year 2017 the Friends of Samuels Library continued to grow its mission of supporting Samuels Public Library by supporting/ sponsoring educational programs, opening Epilogue Bookstore to provide additional funding for the library, and recruiting more dues paying members.

**Opening Epilogue Bookstore:** Epilogue Bookstore opened its doors on May 2, 2017. A generous donor covered most of the construction expenses. FOSL recruited volunteers to work in the store so no personnel costs would be incurred. As of June 30<sup>th</sup> a corps of twenty volunteers worked in the store to cover the stores hours of operation. The store's merchandise consists of used books, DVDs, and CDs donated by library patrons. Peebles Department Store awarded FOSL a grant to purchase point of sale equipment and furniture. Other donors contributed articles such as a security mirror and a folding step stool. FOSL's goal is to keep overhead costs as low as possible so that the vast majority of funds can be passed on to Samuels Public Library to support the library's mission. With the store's opening, FOSL expanded membership benefits to include a 20% discount for all FOSL members shopping at the bookstore! May sales totaled \$1,869.82 and June's total was \$1,106.65.

**Website and Email Capability:** The Friends now have their own website although information about FOSL can still be found on the library's website. Visit the website at [friendsofsamuelslibrary.net](http://friendsofsamuelslibrary.net). The Friends also recently set up an email address. Members are invited to email program ideas and suggestions for improving membership benefits to FOSL at [FOSL@friendsofsamuelslibrary.net](mailto:FOSL@friendsofsamuelslibrary.net).

**Financial Position:** FOSL's revenue for FY 2017 was \$9,614.00. Revenue came from membership dues, donations, and sales from Epilogue Bookstore. The beginning balance for the fiscal year was \$2810.74 with an ending balance of \$6623.71. Expenses for the year totaled \$5,801.74. A little over 71% of revenue went directly to the library to support the library's mission or to help cover program expenses, 26% to cover bookstore expenses, and 3% to cover administrative costs. Included in FOSL's income was a donation from a community grant program through Peebles Department Store in the amount of \$864.00 to offset Bookstore expenses. The attached Annual Treasurer's Report breaks down both revenue and expenses.

FOSL donations to the library are used to support programs and special projects and to purchase equipment not covered in the library's budget but that would enhance the library's value to the community.

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**Membership:** Memberships totaled 174. Membership categories include families, individuals, seniors, businesses, students, and individuals. FOSL realized \$3,280.00 from membership dues.

**FOSL Adult Learning Programs:** During this fiscal year 324 adult programs were presented at Samuels Public Library. FOSL hosted or financially supported a large percentage of them. It was estimated that over 5,000 individuals attended the programs. Program subjects included the arts, history, mental health, gardening, and the environment. FOSL also provided financial support to the adult and children's summer reading program.

**Volunteer Campaign:** Volunteers are still being recruited to work in Epilogue Bookstore. The Volunteer page on the FOSL website features the volunteer application. Volunteer applications are also available in Epilogue Bookstore and at the circulation desk in the library. The bookstore was originally open only four days a week when it first opened but as more volunteers stepped forward, business hours were expanded to five days a week. Volunteers began preparing for the opening in April. Although, their hours were not specifically recorded, it is safe to say that many hours of library staff and volunteer time were donated. Once the store opened, volunteers gave about 198 hours in May and about 166 hours in June to ensure Epilogue Bookstore was open for business. These hours include not only the hours when a volunteer was physically present in the store but also the planning, training, and scheduling functions necessary to operate the store.