



2021

# Annual Report

## Friends of the Pamlico County Public Library

January 1, 2021 through December 31, 2021



**As we begin the third year of the coronavirus reality**, we reflect on some improvement in daily activities, but our vigilance remains high. Each day still offered a challenge, but the library staff and the “Friends” continued to make progress and served the public proudly. The head Librarian, Katherine (‘Kat’) Clowers, continued to function as the Pamlico County Librarian and the acting Director of the CPRL system located in New Bern until July. After almost two years as the acting director, she was selected as the Director in the summer. She was recognized for her 20+ years of service to Pamlico and Craven County in a farewell ceremony at the Pamlico Library. We are proud of Kat and her staff for their dedication, foresight and forbearance. And we gratefully welcome the new Pamlico

County Head Librarian – Caitlin Kuhn. She joins us from Michigan where she worked in fundraising for several years before leaving the extensive travel requirements behind to pursue her ambition with her Masters of Library and Information Science. She has a wealth of experience in non-profit funds activities, capital campaign operations, computers, software applications, and is a bona fide plant lover bringing her arboretum with her. She is extremely personable and should fit nicely into the local Pamlico environment.

**The Friends again experienced extraordinary personnel turnover.** Bonnie Cap, continued as the FOL President; Peggy Vick remained as Vice President, Grant Writer Coordinator, and membership chair; Vicki Courtney became the FOL Secretary, replacing Eileen Bell who withdrew because of personal concerns; and Carolyn and Rich Bartz carried on as Treasurer and Assistant Treasurer. Unfortunately, Vicki Courtney resigned her position as Secretary in March but not before she completely organized the membership list, created necessary data bases, web sites, activated USPS mailing licenses and email accounts to handle FOL business. We are indebted to her performance and dedication and are happy to retain her as long-time member. In the interim, Bonnie Cap also assumed the additional duties of the Secretary and has performed admirably in two critical positions. At the Annual FOL meeting in November, we elected two new Directors: Sheila Cantine and Sue Lee join Dr. Joshua Rose and Barry Monk. Lynn Lewis stepped down after holding a one-year Director's position and continues as an active supporter and FOL member. We thank Lynn for her service, cogent advice and very active participation during our revived book sales this year. In the fall, Carol McAdoo, the long-time Social Program Chairperson relinquished her position but remains a staunch FOL member and supporter. We'll miss her magic elixirs, cookies and more. After almost a year of a key staff vacancies, Kathy Baradyn, Vicki Davis, Debbie Favinger and Carolyn Stark stepped up to fill major roles in the Internet Book Sales program. This program began in 2012 and represented 32% of our annual operating revenue.

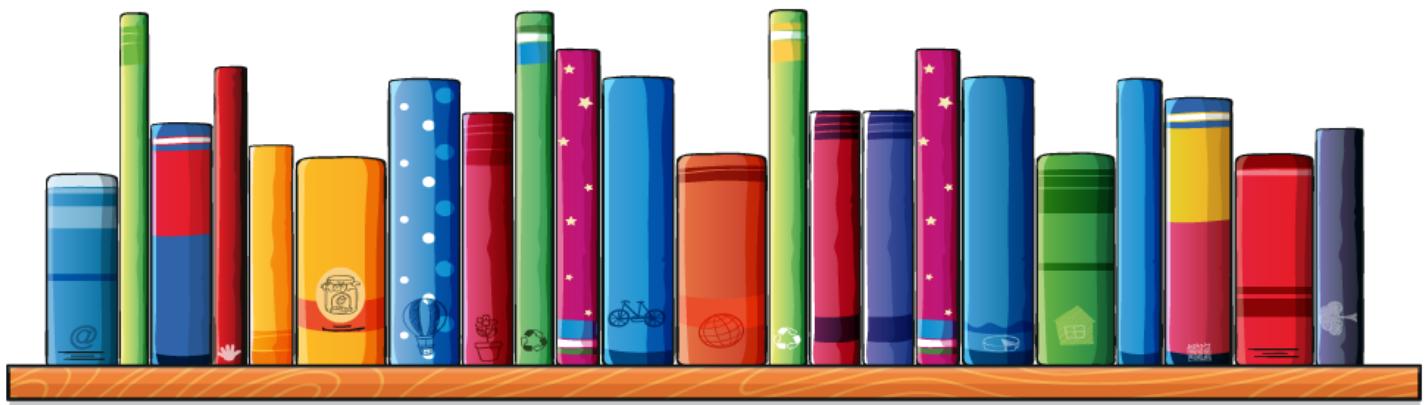
**Like many, the Friends tried to adhere to the pandemic protocols where ever possible.** We held an initial modified one-day outdoor book sale in February in an attempt to return to a modicum of normalcy. The outdoor venue met many goals despite a late afternoon downpour. The community welcomed the activity and the FOL volunteers rallied mightily around the adventure which employed overhead coverings and the use of the adjacent storage facility. The lessons learned from this event paved the way for a more ambitious multiday in-door/out-door book sale in June and again in October. We had our best ever sale in October raising almost \$2,000. A special note of thanks to the numerous volunteers, the High School ROTC class, and the always helpful library staff and Caitlin Kuhn. The community continued to purge their homes for unwanted treasures and donate them to the library. We continue to be thankful for the material assistance. The FOL also participated in the Ol' Front Porch Music Festival in October and again partnered with Yawl's Café at River Dunes for a wonderful 3-day event despite occasional rain showers.

## The Friends entered a “New Chapter” this year



**The Friends entered a “New Chapter” this year as we pursued the establishment of the new library at the old “Hardee’s” location.** Walter Vick, a retired and renowned architect, spearheaded the architectural design and engineering work associated with the new library as an unpaid volunteer. His cardboard model and initial artist's rendering are

displayed at the library to promote community awareness and aid in visualizing the new structure. Mr. Vick's current efforts concern the refinement of site drawings to reflect a modular design, HVAC evaluation and selection, and the identification of permanent signage for the new facility. The FOL continued to use NC State Grant funding for necessary maintenance, architectural and engineering services, and the anticipated replacement of the HVAC system at Hardee's.



**The Friends again filed IRS Form 990-N (Long Form) due to our gross receipt and total asset profile.** We supported (\$2,250) the establishment of a Tech/Bookmobile for all the libraries in Craven and Pamlico County. We received a \$2,080 sales tax reimbursement from expenditures associated with the purchase of new book cases (\$37,652) in 2019 and \$133 for the purchase of a laptop and software associated with a Howard F. Bate Foundation grant this year. Our multiyear savings programs, dedicated membership support (almost 200), and generous donations allowed us to increase our position in Vanguard's Federal Money Market funds; the funds support general operations of the library and working capital for construction of the new library. At the end of the calendar year, the Friends have over \$120,000 in the operating and building fund accounts. The Friends reinstated our solicitation license with North Carolina and positioned ourselves for robust grant writing. Numerous grants were submitted and more are planned. We asked NC House and Senate representatives to consider providing additional funding for our new library. Happily, we were informed that NC Senator Norman Sanderson directed \$333,000 to the new library in Pamlico County. This approved 2021 budget item was recently approved in November 2021. It is notable that Sen Sanderson believes in the worthiness of the new library project and has supported the Friends with over \$583,000 toward the new stand-alone library effort.

**Our spirits were also lifted early this year with the arrival of vaccines and boosters.** Seeing a glimmer of hope, the Friends contracted with Armstrong & McGuire Associates to assess our capital campaign management capability and the community's supportability of the library project. The final report is not yet finished, but early indications are that the Friends need to establish more robust management teams and possibly phase the project such that the costs will be mitigated over time. The Friends initially planned on a five-year project to complete the new library, but the pandemic continued to extend the timelines and made everyone realize the inordinate but inevitable cost escalations associated with supply chain delays and shortages in material, equipment, and labor. In the meanwhile, the Friends continue next year to pursue the "Next Chapter" by focusing on:

- Refining the stand-alone library design to accommodate a phased design.
- Completing the purchase, installation and test of the HVAC system.
- Completing design development and developing a cost estimate for all phases.
- Preparing construction documents.
- Pursuing additional local, state, and federal governmental financial support.
- Conducting a capital campaign.

There is \$26,994 remaining of the initial \$250,000 NC State grant money, and it is dedicated to those items listed above. The Friends have \$120,300 in total deposits and a mobile infrastructure (bookcases, automated handicap doors, Conex storage facility) worth an estimated \$55,000. The Friends' Balance Sheet is available on the web site as an adjunct to the Annual Report.

# The Friends have made great strides in the past year

**The Friends have made great strides in the past year toward realizing the New Library goal** and want to sincerely thank our membership and many supporters. We still have a lot to do, but the community's urgent needs motivate our efforts, and we feel the generosity and commitment of Pamlico County residents and businesses are unique and will definitely play a significant role in achieving the dream.

## **The Board of Officers of the Friends of the Pamlico County Public Library:**

Bonnie Cap	President
Peggy Vick	Vice President
Carolyn Bartz	Treasurer
Rich Bartz	Assistant Treasurer
Dr. Joshua Rose	Director
Barry Monk	Director
Sheila Cantine	Director
Dr. Sue Lee	Director

