



ANNUAL REPORT July 2020-June 2021



YOUR COMMUNITY LIBRARY

VGPL is a public, non-profit library serving southern Santa Fe County, including Cañoncito, Eldorado, Galisteo, Glorieta, Lamy, the Old Las Vegas Highway area, Pecos and the Highway 285 south corridor. Your generosity provides around 48% of our operating funds—through donations, event participation and book sales. Additional support is provided by Santa Fe County, the New Mexico State Library and grants.

LIBRARY OPERATIONS

In 2020 we all learned to be flexible, remembering that even carving things in stone doesn't always work and no matter how fluid a situation is, it can always become more so. We also learned to count our blessings, count on each other and discovered how creative we could be serving our community.

Due to COVID, we were unable to offer programs during the last fiscal year, but we now have the exciting opportunity to explore new ideas as we transition into the next fiscal year. We are extremely thankful to this community for being supportive of our actions as we focused on keeping everyone safe while continuing to provide the best service possible given the circumstances.

We offered Grab and Go Bags, Binge Bags and Concierge Services. We partnered with the State Library for online Summer Reading reporting so the program could continue when kids and parents really needed it! Many of you also gained new skills! More of you learned how to use our catalog to reserve items for pick-up; you started downloading e-books; you figured out things about our system even we didn't know! Many of you have told us how we saved your sanity. That makes us feel terrific because it's so abnormal for a library to be operating as we've had to for the last year, and we spent a lot of time worrying we weren't doing enough! And you saved our sanity as well by providing staff and volunteers human contact. Because you kept using our services and supporting us, we all had a place to go where we knew we were doing something good and, equally important, something that was appreciated. Thank you!

LIBRARY DEMOGRAPHICS

Community of Active Patrons	
66%	Eldorado Community
15%	Highway 285 corridor (outside Eldorado), Lamy and Galisteo
13%	Old Las Vegas Highway, Apache Ridge, Glorieta, Cañoncito, Pecos
6%	Other (including City of Santa Fe)

In 2020-2021, the proportionate number of Eldorado cardholders has remained relatively consistent, with only a slight reduction of members from within Santa Fe. Also in this fiscal year, our patrons borrowed over 30,000 items, which is down from last year but still strong given that we experienced six weeks of closed doors and a year of limited services. Our patrons saved more than \$414,000 over purchasing the same which is particularly beneficial given the rise in material costs. There are no statistics for savings on e-content items, but over 3,400 were circulated.

LIBRARY VOLUNTEERS AND COMMUNITY SUPPORT

VGPL has an active corps of over 60 volunteers who contributed more than 3,300 hours to support library operations and special events. While our events were necessarily limited, they did make it possible to keep both the library and book donation services running. And they quickly jumped in any time there was a job that needed doing. We even onboarded a few new volunteers. Come in and talk with us if you are interested in joining this special group.

More than 260 individuals and families generously contributed to VGPL this year through our fall donor appeal and 20th Anniversary Appeal in the spring. We were unable to hold traditional fundraising events such as indoor book sales and an

annual mega fundraiser, but the community showed its strong support to help us achieve record receipts at our one-day outdoor book sale. Given the tremendous economic uncertainty many of our local businesses have experienced throughout this year, we are most appreciative of the continued support from those able to do so through financial or in-kind services.

BOARD PRIORITIES AND ACCOMPLISHMENTS

The Board began the year with considerable fiscal uncertainty and consequently adopted a conservative budget. At the same time, we committed to ensuring that staff pay would continue throughout the year. We had no way of knowing how long the state-imposed restrictions would be in place and the extent to which that would impact our operations. Prevented from holding our regular fall book sale (one of three key fundraisers), we explored other ways to increase our revenue stream. Board members sponsored a well-received Thanksgiving-themed holiday basket online auction event and a "Love Your Library" basket auction in February. Additionally, board member Val Barraza sewed and donated more than 50 assorted face masks for sale that proved highly popular with their fun-themed motifs that added to our revenue.

The increase we received in County funding the previous year was dropped owing to fiscal constraints. Although this required a further tightening of the expense budget, we appreciated continued support, particularly in such tenuous fiscal times for everyone. We were fortunate to receive Cares Grant and Payroll Protection Program funding to help fill our revenue gap.

As we come to the end of this fiscal year, our spirits are lifted by the fact that we weathered uncertainty well as we identified and implemented some creative solutions to our fundraising efforts. And as we move forward, we are pleased to have a talented new group of board members who joined during this fiscal year to share their expertise and enthusiasm: Gemma Ball, Patrick Delaney, Nancy Ostiguy, Abby Smith, Lisa Walling and Jim Zebora. Board members Cathy Cashiola and Tana Monaco, who have served for several years, will be leaving and Val Barraza and Charles Trainor will be continuing.

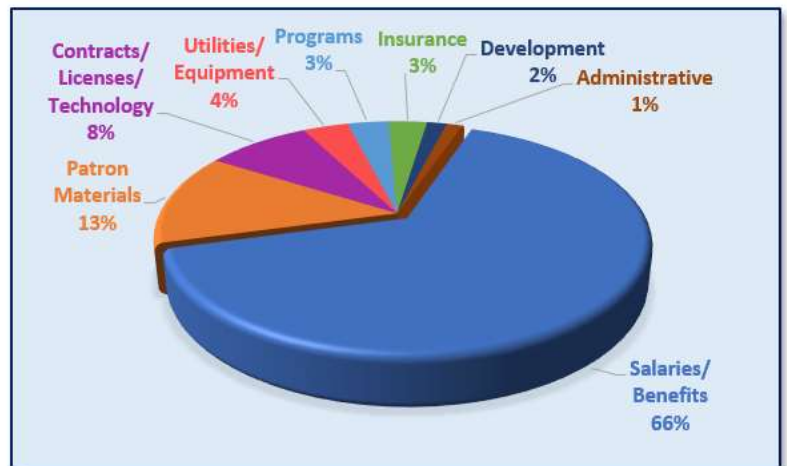
FINANCIAL OVERVIEW

Fiscal Year 2020-21 (July 2020-June 2021) was an exceptionally challenging year for the library. In March 2020, due to a worldwide pandemic, the library was required for health reasons to first cease then severely curtail all operations through May 2021, eliminating most revenue generating opportunities. As a result, County support was reduced (\$12,000) and all major in-house fundraisers, including the semi-annual book sales (\$14,803) and the Summer Ice Cream Social (\$15,285) were cancelled. Expenses were reduced through a reduction in hourly employee work schedules and collection and program purchases were cut back. From May 2020 to June 30, 2021, the library relied on two forgivable payroll protection loans for \$17,234 and \$16,222, a New Mexico CARES Grant for \$10,000, patron and business donations of \$40,851, internet-based and in-library book sales of \$12,080, and small micro fundraising functions to earn income to stay afloat. Upon reopening in May 2021, a one-day book sale netted \$5,693. Income received from the one-time loans and grants allowed the library to leave New Mexico Foundation funds untouched. Going forward, the fiscal year 2021-22 approved budget is prudent, and the library Board is looking forward to once again engaging the community and implementing large-scale in-person fundraisers in the coming months.

Income (Revenue)	Amount	Percent
Santa Fe County	\$50,000.00	34%
Community Donations	\$41,317.00	28%
Payroll Protection Loan Program	\$16,622.00	11%
Grants/ State Library Aide	\$12,156.00	8%
Book Sales	\$12,080.00	8%
NM CARES Grant	\$10,000.00	7%
Fundraising Events	\$2,734.00	2%
Business Partners	\$2,319.00	2%
Program/ Admin Support	\$2,003.00	1%
Total Actual Income	\$149,231.00	100%



Expenses	Amount	Percent
Salaries/ Benefits	\$85,177.00	66%
Patron Materials	\$17,126.00	13%
Contracts/ Licenses/ Technology	\$10,958.00	8%
Utilities/ Equipment	\$4,729.00	4%
Programs	\$4,297.00	3%
Insurance	\$3,991.00	3%
Development	\$2,068.00	2%
Administrative	\$1,667.00	1%
Total Actual Expenses	\$130,013.00	100%



VGPL Financial Health	
Library Cash/Investment Account Balances	Jun 30, 2021
First National 1870	
Operating Account - XXX137	\$8,900.47
Savings Account - XXX694	\$63,995.48
Credit Card Account - XXX175	<u>\$489.17</u>
Sub Total First National 1870:	\$73,385.12
New Mexico Foundation - Funds on Deposit	
Operating Reserve - Emergency Reserves	\$83,580.02
Sustaining (Endowment) Fund	<u>\$30,840.17</u>
Sub Total NM Foundation:	\$114,420.19
Total Assets	\$187,805.31

BOARD FOCUS FOR 2021-2022

The Board will be working in these key areas during the coming year:

- Review the Strategic Plan and update for 2021–2025.
- Explore new fundraising ideas; undertake as opportunities arise and analyze results.
- Implement high speed internet e-Rate initiative; assess efficacy and impact on services to community.
- Review donor databases to replace current software; identify and implement viable system.
- Identify and apply for grant opportunities that align with programming, operational plans and local interests.
- Invigorate community outreach through new initiatives and identify potential collaborations.
- Leverage local partnerships that foster heritage, arts and general enrichment programming.
- Monitor the 2018 General Obligation Bond purchase cycle, to include needed equipment upgrades.