

# ANNUAL REPORT 2022

FRIENDS OF THE LIBRARY -  
WINTHROP BY THE SEA





# PRESIDENT'S STATEMENT

This marks the completion of the first year of the existence of Friends of the Library - Winthrop by the Sea. A prior Friends' group dissolved during the COVID-19 pandemic, and rather than lose this important support for our public library, three local mothers stepped into the gap and created a brand new non-profit organization. We began with no volunteers, messy piles of abandoned donated books in the basement of the library, and a mountain of official paperwork needed to establish the group. And here we are, a year later. We have formal charitable status, we have volunteers, and we have a functioning bookstore in the basement! We are so happy to have Friends operational, and I am very proud of the efforts made by the Board and our volunteers. Here's to many exciting plans for the future!

**MIKAYLA DALTON**

PRESIDENT, FRIENDS OF THE LIBRARY -  
WINTHROP BY THE SEA



## 2022 ACHIEVEMENTS

- Acquired an EIN, bank account, bylaws, checkbook, paypal business account (to be converted to a non-profit account) and official recognition as a charity by the State.
- Acquired the prior Friends group website and did a light update, and acquired a new email address. Website hosting will be moved 2023-24.
- Signed on 6 new member-volunteers.
- Provided \$300 to fund the Innovative Gaming program for the children's library.
- Installed an office-quality machine to sell coffee & hot chocolate to library patrons.
- Ran a book sale in summer, fall and winter, plus a local event table hosted.
- Removed bulky tables and shelving and had them responsibly disposed of, moved significant stock, sorted and reorganized so that the larger space holds fiction and the smaller room holds non-fiction and the children's book area has gained space and moved to the hallway. Re-signed the whole area to make it more navigable.
- Created a sustainable book donation policy (attached).
- Commissioned a logo to be used on future fundraising promotional items such as cups or tote bags (attached). A simpler version will be made for everyday branding use.



## 2023 PLANS & IDEAS

- Provide \$450 to fund Wingmasters birds of prey program at the library.
- Purchase more shelving for the side-room of Bookends.
- Purchase promotional signage, such as a sandwich board for events.
- Connect with the library book club and any other local book clubs, connect with any local school librarians, connect with other libraries in our library network.
- Hold a spring and fall book sale, and a winter holiday event.
- Ramp up promotions on local media (Winthrop transcript, WCAT, etc.)
- Acquire permission from the State of MA to solicit donations, create a donation spreadsheet and actively solicit donations as another avenue of fundraising.
- Move the website to Wix and create an email blast for members and another for donors.
- Investigate selling locally themed gift items with the new logo to raise funds.

# Bookends book donations acceptance policy

Because the bookstore is operated by volunteers and has limited space, we have set guidelines for donations. We want to ensure the bookstore has a continuous flow of new and interesting materials that we can efficiently manage. Thank you for your understanding and support.

## ITEMS WE CANNOT ACCEPT:

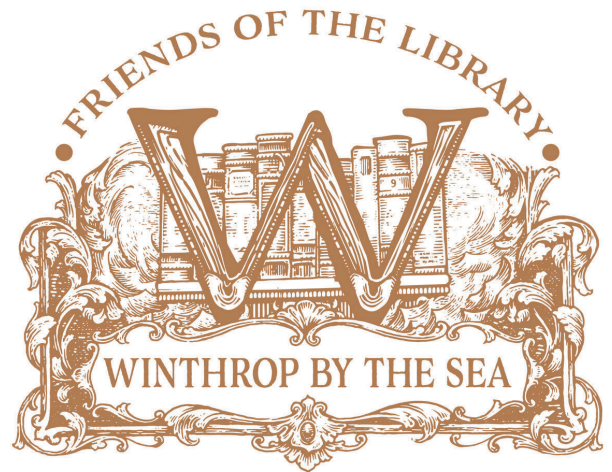
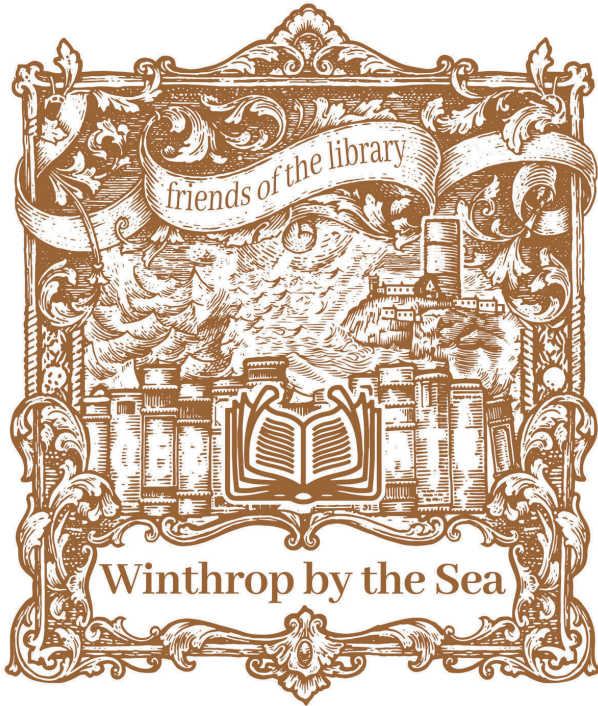
- CDs
- Audio tapes
- Video cassettes
- Vinyl records
- Encyclopedias
- Textbooks
- Out of date health books - diet/exercise/health/medical 10+ years old.
- Other out-of-date non-fiction books.
- Damaged books - broken spines, ripped, water damaged, markups/notes, musty, stained.

## ITEMS WE DO ACCEPT

- Books in salable condition
- DVDs
- Jigsaw puzzles

We have assigned a sorting table next to the Bookends coffee machine where donations can be left. Because of limited space, please restrict each week's donation to a total of 20 items. If you have a lot of items to donate, due to a legacy gift or similar, please contact us at [winthroplibraryfriends@gmail.com](mailto:winthroplibraryfriends@gmail.com) to discuss arrangements.

# LOGO DRAFTS



The logo on the left incorporates the sea and Winthrop's iconic water town behind a shelf of books. The artist is making an early attempt to have the open book mimic the shape of a "W."

The logo on the right incorporates the sea surrounding a shelf of books, with two open books designed to look like the letter "W."

These are early drafts. A final logo will be provided in full color, and would also come with a simplified version for everyday branding use as well as social media friendly versions to put on facebook/instagram etc.