

"We honor our past, showcase the present, and inspire the future"

The Aloha Community Library Association Annual Report



P.O. Box 6561 Aloha, Oregon 97007-0561
<http://alohalibrary.org>

**THE ALOHA COMMUNITY LIBRARY ASSOCIATION
AGENDA AND NOTICE OF
ANNUAL ASSOCIATION MEETING**

**Saturday October 18, 2014
9:00 a.m.**

Call to order

Open Annual Meeting

Approval of the Minutes from the 2013 Meeting

President's Report

Treasurer's Report

Election of Directors

Audience Time

Recognition

Announcements

Adjournment

The next monthly Board meeting will be held Wednesday, November 19, 2014 at 6:30 p.m. at the ACLA Annex, 17455 SW Farmington Rd, Suite 26A, Aloha OR (formerly Tuesday Morning suite in Farmington Mall)

Aloha Community Library Association

Board of Directors and Officers

2013-2014

Douglas Hoy
President

Lynda Hanson
Vice President

Amy Grant (Acting)
Treasurer

Amy Grant
Secretary

Eugene Allison

Jackie Ortega

Donna Terletzky

Katie Bick

David Grabicki

Staff Roster

Erin Barnard, Director of Library Services

Terri Palmer, Director of Volunteer Services

Jesse Castellanos, Library Clerk

ALOHA COMMUNITY LIBRARY ASSOCIATION ANNUAL REPORT OCTOBER 2014

INTRODUCTION

The Aloha Community Library began in early 2011 as the vision of a few friends, neighbors and community activists meeting for coffee to discuss the possibility of a community library in Aloha. From that early beginning a ground-swell of community grass roots activism began, bringing us to where we are today.

OUR PAST

From incorporation in 2011 to opening our doors on September 22, 2012, we solicited and received the generous support of the Aloha-Reedville community, and from many libraries in Oregon. Book donations allowed us to open with a collection of over 6,000 items, and sales of extra donated books provided funding for supplies. Other libraries offered us shelves, furniture, computers, and the checkout counter and book-drop. Grants allowed us to start a family reading program



Storytime Wednesday mornings

in our empty space, before the library was even open. Generous donations from library lovers and local businesses allowed us buy book processing supplies, set up internet access, and to hire our first (and only) paid staff position, the Director of Volunteer Services. In our second year of operation, we moved to a larger space in the same shopping mall, which provided better access, more visibility, larger children's reading area, and greater staffing workspace. With changes to furnishings donated from Pacific University and Garden Home Community Library, we improved our overall look to be more in line with our neighboring libraries that are already part of WCCLS. Our goal was to be part of WCCLS and we were on our way!

OUR PRESENT

Looking back at our second full year in operation, it's amazing to see how much we've grown!

	September 2012	September 2013	September 2014
Hours open per week	12	37	37
Items in the collection	6,500	10,732	11,979
Library cards issued (cumulative total)	250	1,708	2,872
Items circulating each month	498	2,055	2,919

Some of the highlights from this year have been:

October (2013)

- Moved library Annex from facility on TV Highway to former Blockbuster Video building near the library.
- Celebrated 1st anniversary of library's opening at the annual meeting.

November-December (2013)

- Presented special storytime programs in collaboration with the Tualatin Hills Parks and Recreation District's Nature Mobile.
- Library opened during holiday tree-lighting celebration, drawing many new patrons.
- Held 2nd annual Holiday Book-tique, a sale of craft items made by ACLA volunteers.
- Storytime with Santa Claus, with musical accompaniment provided by classical guitarist, Ellen Mickanin.

January

- Promoted Terri Palmer as Interim Library Director.

February

- "Birds of Winter" program held at library.

March

- Spring Book sale held in Annex raised over \$6,000!
- Hired Jesse Castellanos as Library Clerk.
- Library closed its doors and began preparation for move to a new facility just a few hundred yards away.

April

- Opened new library in larger suite space (formerly the National Guard Recruitment Center, next to U.S. World Class Taekwondo).
- Launched spring fundraising drive with a \$15,000 challenge grant.
- Held simultaneous grand re-opening events, including "Taste of Shakespeare" and Olga Loya storytelling event, generously donated by WCCLS.

May

- Little Lambs Too held a jog-a-thon to benefit the Aloha Community Library.
- WCCLS Policy Group approved Aloha Community Library for admission pending approval of library levy in November 2015.
- Aloha Community Library completed spring fundraising drive, exceeding \$30,000 goal by raising almost \$40,000.
- Moved Library Annex (needed for on-line book sales of donated items) from Blockbuster Video facility to portable facility at Mt. View Middle School donated by Beaverton School District.

June

- Summer Reading Program kicked off with an ice cream float party. "Dancing in the Stacks", "Teen Retro Science Fair", and "Dry Ice-Capades" were among many wonderful programs offered.
- Aloha Community Library Association was chosen as the beneficiary of the Annual Charity Raffle at Jan's Paperback Books.

July

- Special programs for all ages were presented by community organizations, including the Washington County Small Animal Shelter, Mad Science, Rose City Astronomers, and a gardening demonstration funded through a grant from the Aloha Garden Club. Programs expand our services to our patrons, going beyond books and media.

August

- "Dr. Who: Silence in the Library" program drew 14 teens for an evening of trivia, costumes, and pizza!
- Other special events included Tualatin Hills Park and Recreation District's NatureMobile program "Trees, Soil and Worms", a visit from "Environmental Toxins & You" author, Dr. Laurel Standley, and the children's summer reading program finale party.
- Community Coffee event hosted at the library in collaboration with the local Beaverton Optimist Club.
- Moved Annex from Mt. View Middle School portable to former Tuesday Morning store location around the corner from the library.

September

- Hired Director of Library Services Erin Barnard.
- Book sale in the new library Annex raised \$6,000!

To receive monthly news and announcements, send an email to AlohaCommunityLibrary@gmail.com to be added to the distribution list.



OUR FUTURE

Looking ahead to 2015, we're focusing on:

- Expanding programs, services and hours
- Growing our budget that will allow increasing staff hours and programs through active fundraising activities
- Continuing to build community and business support and seek grants
- Becoming part of the WCCLS system as a result of the passage of the November 2015 Library Levy
- Planning for the next library space, even larger than our current space.

Community, Business and Grant Support

Until we become a member of the Washington County Cooperative Library System, we rely 100% on donations, grants, used book sales and fund-raising events to keep the doors open and the internet on.

We will be continuing to work with community groups, businesses and individuals to build the sustaining support that will get us to our goal of WCCLS membership in July 2016.

Passage of the Library Levy in November 2015

We will be proactive in our coordination, planning and collaboration with WCCLS staff and neighboring libraries over the next year. Our belief from the beginning is that Aloha needs a library with a sustainable funding method and we are committed as an organization to see that happen as soon as possible. The passage of a new 5 year library levy for Washington County, which provides about 1/3 of all income to WCCLS member libraries is essential for Aloha to become part of WCCLS. This ballot title will be on the ballot in November 2015, roughly 1 year from now. We need your support to get the word out to help with the passage, which will provide a substantial increase in the funding base for the library.

A FINAL NOTE

Volunteers have given well over 6,000 hours of service in the past year, coordinated and trained by our Director of Volunteer Services, Terri Palmer who also acted in the capacity of Interim Library Director for much of the past year. Terri's dedication, expertise, vision (and patience) have been instrumental to our success as a volunteer-driven organization.

As we move into 2015, our newest staff member, Erin Barnard will be the leader we look towards regarding integration with WCCLS and development of new and interesting programs that engage our community.

The Aloha Community Library has developed a reputation as "The Little Library that Could" because of **your** support, and we need **your** help to reach the goal of WCCLS membership. Specifically, we need:

- Sustaining financial support
- Volunteer time and expertise
- Help spreading the word about all that the library offers – tell your neighbors!
- More items circulating

We are your community library – Check us out!

OUR MISSION

The mission of the Aloha Community Library Association is to create and grow a library for the community of Aloha that will be a focal point for the community. As such, it will provide access to a wide assortment of books and media resources that can be used for the purposes of education, entertainment and research.

OUR VALUES

Community Focus

- We offer our residents a safe, welcoming place to study, research, work, relax, and conduct meetings and interact with others of all ages and cultures.
- We provide high-speed access to the digital world with no unnecessary restrictions or fees to ensure everyone can take advantage of resources and services available through the Internet.
- We embrace our role in building personal, business, and governmental connections and fostering partnerships that strengthen Aloha
- We reach out to the schools, businesses and governmental agencies, to succeed in providing the best possible services to the community.

Knowledge

- We encourage the process of learning and provide experiences to enhance educational opportunities for all ages and cultures.
- We promote the Library as a place where residents can explore topics of personal interest and continue to learn throughout their lives.
- In addition to reading, residents who want to enhance their leisure time will find material for viewing and/or listening.

Quality

- The Aloha Community Library will offer up-to-date, efficient services aimed at meeting the needs of the Aloha patrons.
- We commit ourselves to excellence and will adapt to meet the changing needs of the Library and its users.
- We seek out the best staff and resources to accomplish our work.
- We support individual growth and organizational development.

Respect

- We acknowledge, accept, and respond to the unique needs of the community.
- We treat everyone with equal consideration and courtesy.
- We believe that each Library patron is unique and important and will be given help as needed to make choices from among the varied resources.

Communication

- We exchange ideas with openness and trust.
- We share information and solicit opinions about decisions that affect the success of the Library.

Supporters

We want to especially thank and acknowledge the following individuals and organizations who have contributed their time, energy, talent and/or financial contributions to the Aloha Community Library Association this past year.

All of the Aloha Community Library Association

Volunteers

Leif Adams

Evette Allison

*Eugene Allison**

Aloha Business Association

Leslie Ashcroft

Hal Ballard

*Rep. Jeff and Vicki Barker**

Betty Bartline

Marie Basta

Beaverton School District

Viola Beltran

William and Renee Berg

Kathryn and George Best

Jie Bian

Rep. Suzanne Bonamici

Carolyn Bowden (in memory of Isabella Young)

Elizabeth Bowman

Darla Bright

Debra and Paul Brodie

Kathie Brodie

Betsy and James Buckel

Betty Buckel

*Lisa Buellesbach**

John and Dela Burgess

Debbie Burke

Jean Butcher

Eva and Jeffrey Calcagno

Gary and Olivia Calhoun

Oscar Cardona

Jeffrey Carter

Jesse Castellanos

Cedar Mill Community Library

Li Ping Chai

Shelly Cho

Diane Collier

Ann Conley

Cooper Mountain Presbyterian Fellowship

Joan Corcoran

Costco Wholesale

James and Christine Cullen

Ed and Lynn Curtis

Eileen Deerdock

Janet Dillon

*Jean and Jim Doane**

DT Squared

Gregory Dudley

*Patrick Duke**

Donald Dunbar

Edwards Center

Peter Epps

Electronics Unlimited

Sally Fabre

Sharon Fields

Nayn Fleenor

Valorie Freeman (in honor of Jesse

Castellanos)

Friends of the Hillsboro Public Library*

*Amy and Keith Grant**

Michele and Mark Greenwood

Betty Groesbeck

Randolph and Jill Hack

Emily Hackett

*Lynda and Larry Hanson**

Lonnie Hardison

Mary Anne Harmer

Joanne Hauseman

Bob Heath

Art Heckel

Katherine Heiter

Carol Henderson

Celeste Henry

Beverly Henzen

Carole Hervey

Peter Higgins

Nancy and Clarence Hilbrick

Hillsboro Public Library

Joy Hocamp

Judith and William Howell

*Doug and Cheryl Hoy**

Su-Wei Huang

Nadine and Sanny Huey

Floyd Humphreys

Carrie Hunt

Frank Hunt

Susan Jaeger (in memory of Becky Kanutson)

Jan's Paperback Books

*Becky and Terrill Jarvis**

Patricia Jeffrey

Fran Jensen

Wally Johnston

Julian Kauffman

Pam Kessinger

Jennifer Klump
 Leigh Knox
 Shirley Landels
 Christina Lawton
 Peter and Karen Leonard
 Karen LeVelle
 Mary Lewis
 Sonja and David Lindley
 Little Lambs Too Preschool
 Barbara and Bob Loveland
 Kathleen Lux
 Patricia Maberry
*Steve and Cathy Mahon**
 Commissioner Greg Malinowski
*Barbara Mason**
 Edward May
 Donna McAlpine
 Alicia McCallen
 Marjorie McDermott
 Mi Jalisco Family Mexican Restaurant
*Ellen and Wes Mickanin**
 Dale Miller
 Anthony Mills
 James Milward
 Ken Miyasako
 Mountain View Middle School
 Sue Ellen and Stewart Monsey
 Ann Morgan
 Mt. Olivet Baptist Church
 Shelly Najera
 Madeleine and Ron Nelsen
 Bethalee Nicol
 Jacqueline Ortega
 Terri Palmer
 David Palmrose
 Allen and Connie Patershall
 Gloria Patterson
 Steven and Carol Pearson
 Leslie Peterson
 Collin Phan
 Mary Lee Planer
 Kristin Ratten
 Frank Reed

Margery Rinne
*Tom Rocca**
 Russel and Eve Rogers
 Rebecca Ross
 Janet Powers Roth
 Michael Sahagian
 Janet Sallak
 Stephanie Sanders-Schleiger
 Marylou Scheidt
 Commissioner Dick and Karen Schouten
*Barbara Scillian**
 Carol Scillian
 Peter Selin
 Douglas Shepherd
*Ann Sindelar-Trahin**
*Boyce and Lori Smith**
 Kristi Smith
 Tammy Springer
*Eric Squires**
 Victoria Staley
 Leon Taylor
*Donna and Dave Terletzky**
 Edgar Trout
 Nancy and Richard Tuber
 Margaret Tusko
*Susan Urzaa**
 Sharon Van Buren
 Kristin Van Kranenburgh
 Ralph and Janet Wadleigh
 Maxine Wald
 Gail Walker
*Ted Welch**
 Jim and Liz Ann Wendlandt
 West Beaverton Neighborhood Association
Joe Westling (in memory of Linda Westling)*
 Melinda and James Williamson
 Willt Contracting
 Kristen Winter
 Janice Wiota
 Shannen Wise
 Andrew and Kari Woyak
 Pam Yee
*Claude and Florence Zeller**

**Founders Club members*

...with special thanks to the following organizations that awarded grants to the Aloha Community Library Association this past year:

Beaverton Optimist Club
 Beaverton Rotary Foundation
 Intel Volunteer Grant Program
 Regional Arts and Culture Council

Tripwire, Inc.
 Washington County Cooperative Library System
 Washington County Commissioners / Gain
 Share Program

Profit & Loss
July 2013 - June 2014

	Total
<u>Income</u>	
4000 Donations	78,705
4100 In-Kind Gifts	1,500
4200 Development Events	1,028
4300 Grants	27,658
5200 Desk Receipts	1,724
5300 Used Book Sales	16,829
5400 Other Sales	974
Total Income	<u>\$128,417</u>
Gross Profit	<u>\$128,417</u>
 <u>Expenses</u>	
6100 Payroll Expenses	36,465
6200 Marketing Expenses	98
6400 Volunteer Development	126
6500 Occupancy (Facilities & Utilities)	9,026
6600 Operating Costs - Other	3,170
6700 Legal & Professional Fees	2,155
7100 Collection	6,586
7800 Library Supplies & Services	1,123
7900 Programming	2,126
8100 Technical Equipment & Software	7,844
8200 Furniture & Fixtures	2,948
9200 Library Specific Operating Cost	75
9300 Development	1,283
9800 Board Expense	1,961
Total Expenses	<u>\$74,990</u>
Net Operating Income	<u>\$53,427</u>
Net Income	<u>\$53,427</u>

PRELIMINARY REPORT

**Aloha Community Library Association
Balance Sheet
As of June 30, 2014**

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	87,816
Other Current Assets	
Undeposited Funds	0
Total Other Current Assets	<u>\$0</u>
Total Current Assets	<u>\$87,816</u>
Total Fixed Assets	<u>\$5,270</u>
TOTAL ASSETS	\$93,086
 LIABILITIES AND EQUITY	
Liabilities	0
Total Liabilities	<u>\$0</u>
Equity	
Opening Balance Equity	0
Retained Earnings	39,659
Net Income	<u>53,427</u>
Total Equity	<u>\$93,086</u>
TOTAL LIABILITIES AND EQUITY	\$93,086

PRELIMINARY REPORT