

2014 Annual Report and Business Plan 2015

January 1, 2015

Mission

Freedom to Read, Inc. will change lives by helping others reach their fullest potential through the positive power of free access to literacy.

The Mission for Freedom to Read, Inc. is to change the lives of the people of the Bahamas through free access to literacy. This organization works with the Bahamas Library Services to train and teach library attendants and supervisors, provide print and electronic materials for use in libraries and sponsor literacy services in the out island settlements of the Bahamas. The goal of the organization is literacy for all people of the Bahamas.

Accomplishments of 2014

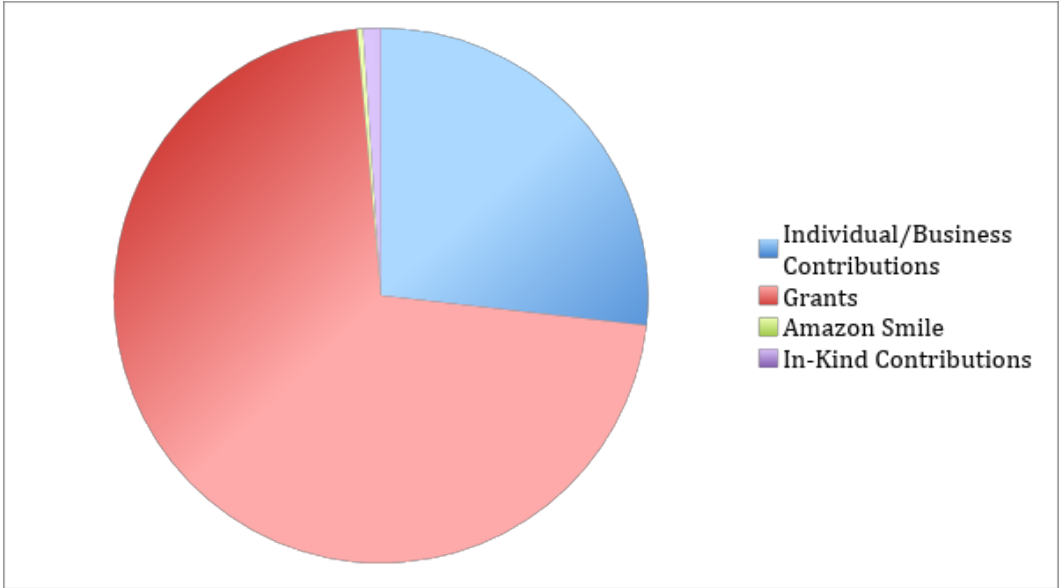
2014 witnessed exponential growth for Freedom to Read, Inc. We shipped more materials to the islands than in previous years, we were able to work in all of our established library locations at some point, and we established our first library on Andros. We provided supplies and support in our established literacy centers and laid the groundwork to expand into new centers. Highlights include:

- Coordinated seven pallets of books and supplies over two shipments to ten different literacy centers.
- Conducted on-site visits to Harbour Island, Bluff, Gregory Town, North Eleuthera Primary School, Current, Upper Bogue, Hatchet Bay, Tarpum Bay, Wemyss Bight on Eleuthera and Fresh Creek on Andros. During on-site visits, Freedom to Read, Inc. volunteers cleaned library space, culled collections, labeled and created checkout cards for new materials, shelved materials, consulted/trained library attendants, and reorganized and delivered collections among centers.
- Met with Theo Neilly (North Eleuthera Member of Parliament of the Bahamas, Chief Councilor of the North Eleuthera District) to share the successes and mission of Freedom to Read.
- Met with local officials to discuss possibilities for new centers on both Eleuthera and Andros.
- Cooperated with Exceptional Educational Outreach to provide new materials to four of their existing centers.
- Visited the Zion Children's Home on Current Island to share the excitement of reading.

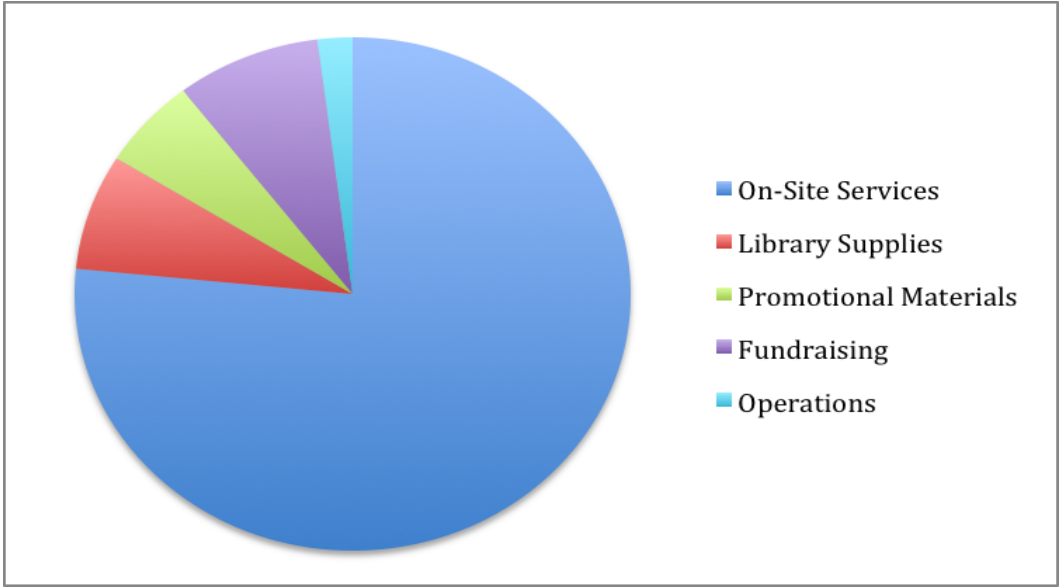


All of the accomplishments of the year were made possible through generous personal and corporate donations.

2014 Revenue



2014 Expense



84 percent of our expenses were incurred in providing direct service to our mission!

2014 Donors

As we review the milestones from the year, we also want to pause to thank our many supporters.

Bill Axelrad
Mary Becker
Bound to Stay Bound
Jane Dragnich
Follett Library Services
Stephen Glasser
James Gleason
Great Lakes Warehousing
Cynthia Hertzberg
Tina Jaquith
Kenosha Unified School District
Elise Krupp
Kristie Kruse
Jacqueline Liesch
Bo Palmer
R & M Distributing
Janet Rakow
Rick Redalan
Scholastic Books
Seacor Island Lines
Susy Siel
Cesse Wolfe

2014 On-Site Volunteers

Latricia Cambridge	Bo Palmer
Kevin Collins	Jeff Ray
Bernadette Collins	Jenna Ray
Caryn Cross	Principal Sands
Ricardo Dean	Susy Siel
Adell Farquharson	Rebecca Stolfi
Troy Higgs	Monique Sweeting
Paula Holstein	Cherriqua Taylor
Ezra Hudson	Andrew Thompson
Eric Hudson	Maureen Weiss
Gabriela Hudson	Clara Williams
Leveda Ingraham	
Susan Martin	
Shanta Maurice	
Cleola Pinder	

Overview for 2015

The foundational members of the Freedom to Read, Inc. team have worked over the past several months to create structures and processes to support a strong organization. Our successes have positioned Freedom to Read, Inc. to move forward in significant ways in 2015:

- Increase capacity for accomplishments by adding volunteers to the Board of Directors and committees
- Expand fundraising efforts (establish an endowment)
- Solidify and expand literacy centers on the islands
- Ensure proper training of library attendants in library management, arrangement and collection development in cooperation with the Bahamas Library Service
- Solidify and expand connections with Bahamian politicians and business-people who support the literacy movement in the Bahamas
- Use volunteer efforts to seek grants for the work of Freedom to Read, Inc.
- Record policies and processes

Plan for 2015

Programs and Projects

Current Community Library

Goal: *To continue to support the library in this settlement with materials and training.*

Freedom to Read, Inc. has provided extensive training for the library supervisor in Current in the past and has sent additions to update the existing collection.

Long term: Continued support and enhancements to the collection.

Gregory Town Library

Goal: *To assist the Gregory Town settlement in reestablishing the library which was damaged during Hurricanes Irene and Sandy and to donate additional new collection to the library.*

The library in Gregory Town sustained severe water damage during Hurricanes Irene and Sandy, requiring a replacement of a large portion of its collection. During our on-site work in 2014, we worked diligently on collection management. It was apparent that a majority of the collection at this site needed to be weeded out or moved to other literacy centers on the island. In 2015 we hope to revisit this site and assist in preparing the materials for circulation and shelving of the collection.

Long term: Dedication of the renovated library and continued support to the library supervisor.



Upper Bogue

Goal: *To assist the Upper Bogue settlement in establishing its initial collection and shelving. A reach goal will be to assist the settlement leaders in negotiations and fundraising for a new, permanent building for the library.*

Freedom to Read, Inc. was approached by community leaders in this settlement to aid in establishing a library. In 2014, we were able to clear a space to house the new collection, install shelving and begin the process of putting materials on the shelves. Unfortunately this space was transferred to a local government entity therefore displacing the library. The collection had to be moved into storage until a new site can be secured. We plan to continue this effort when we return in 2015. We will also work with the leaders in Upper Bogue to shelve, train the attendant and manage the collection for the long term once a new site is established.

Long term: Dedication of the library and continued support to the community leaders and library attendant.

Tarpum Bay Library

Goal: *To continue to support the library in this settlement with materials and training.*

Freedom to Read, Inc. has provided extensive training for the library attendant in Tarpum Bay in the past and has sent additions to the existing collection.

Long term: Continued support and enhancements to the collection.

Hatchet Bay Library

Goal: *To continue to support the library in this settlement with materials.*

Freedom to Read, Inc. has provided materials to the library in Hatchet Bay in the past.

Long term: Continued enhancements to the collection.

James Cistern Library

Goal: *To continue to support the library in this settlement with materials and training.*



Freedom to Read has provided extensive training for the library attendant in James Cistern in the past and has sent additions to the existing collection.

Long term: Continued support and enhancements to the collection.

Wemyss Bight Library



Goal: *To continue to support the library in this settlement with materials.*

Freedom to Read, Inc. has provided materials to the library in Wemyss Bight in the past.

Long term: Continued enhancements to the collection.

North Eleuthera High School

Goal: *To assist the high school in replacing the library collection.*

The library and its entire collection were destroyed by fire. Freedom to Read, Inc. plans to work closely with the school administration to replace the lost collection. Our initial collection replacement arrived at the school in June 2013. In 2104 we added to the collection and have continued updated materials for this site in the coming year.

Long term: Continued support and enhancements to the collection.

Fresh Creek Library

Goal: *To assist the existing library with expansion of their current collection.*



Freedom to Read, Inc. has been approached by a preschool teacher in the Fresh Creek to initiate the groundwork to establish a new library in that settlement. We sent a pallet of books and materials in 2014 and were able to assist the future library attendant with shelving, collection management and programming. We will continue to solicit donations of appropriate materials and will arrange to have them shipped to the library.

Long term: Continued support and enhancements to the collection and training for the library attendant.

Mangrove Cay Library

Goal: *To assist the settlement in establishing a public library and to train the attendant.*

Freedom to Read, Inc. was contacted by officials in Mangrove Cay to assist them in establishing a public library. We plan to solicit an initial collection for this location and to assist them in setting up the space and training the attendant.

Long term: Continued support and enhancements to the collection and training for the library attendant.

Exceptional Educational Outreach

Goal: *To strengthen ties with this organization by supporting its mission as it pertains to literacy.*

Freedom to Read, Inc. and Exceptional Educational Outreach (EEO) have successfully collaborated in the past. We plan to provide EEO with hand-picked enhancements to support their literacy programs.

Long term: Continued strong relationship to encourage EEO's literacy efforts.

Structures and Projects to Advance the Goals and Programs of Freedom to Read

Public Awareness/Presence/Communication Vehicle

Goal: *To enhance awareness of our mission with the general public and targeted contributors.*

A website and Facebook presence has been established. Ongoing efforts will be made to keep these vehicles fresh. Collateral material will also be developed. Options for stakeholders to learn more about our mission and requests will be explored. We will continue to deliver our electronic newsletter to maintain a presence before our supporters and targeted audience.

Fundraising

Goal: *To raise \$17,000 in 2015 as a stretch goal or \$15,000 as a need goal.*

A fundraising function is critical to the success of Freedom to Read, Inc.'s programs. The fundraising director position is currently vacant, but it is a necessity to fill it as soon as possible, so the fundraising goals can be met. This individual will be responsible for designing a strategy, including defining audiences, for these efforts.

A steady, reliable stream of donations is critical for Freedom to Read, Inc. to maintain our current, and projected, support of the literacy centers in the Bahamas and beyond. It will be a top priority in 2015 to identify and solidify an arrangement with supporters willing to establish ongoing endowment donations.

We will pursue appropriate grant opportunities as well as direct donations.

Personnel

Goal: *To identify and recruit individuals who will be dedicated members of the Freedom to Read personnel structure.*

Currently, all tasks are being handled by a handful of individuals. There are three Board Members, and a few other dedicated volunteers. Identifying, tasking and retaining volunteers is a high priority. The existing structure does not accommodate remuneration for any member of the team, so identifying individuals willing to donate their time and expertise is critical for 2015.

Long-Term Goals

Looking beyond 2015, Freedom to Read, Inc. has several goals in mind. Since financial health is critical to any organization, Freedom to Read looks forward to creating a reserve account. This financial cushion will help the association fund unexpected, but needed projects. Increasing the number of settlements served will be achievable with more fundraising efforts.

Freedom To Read, Inc. 2015 Budget

Income		
Donations		\$3,500.00
Cash	\$3,000.00	
In-Kind	\$500.00	
Grants		\$10,000.00
Indirect Support		\$100.00
Amazon Smile	\$50.00	
Bravelets	\$50.00	
Total Income		\$13,600.00
Expenses		
Supplies (libraries)		\$750.00
Shipping (libraries)		\$500.00
Travel		\$9,450.00
Airfare	\$1,600.00	
Lodging	\$5,000.00	
Car Rental/Gas	\$2,000.00	
Communication	\$100.00	
Meals	\$750.00	
Web Hosting/Domain Name		\$150.00
Postage		\$100.00
Printing		\$100.00
Promotional Materials		\$750.00

Business License/Fees		\$50.00
Bank Fees		\$20.00
Online Fees--Paypal		\$100.00
Office Supplies		\$50.00
Development		\$1,250.00
Fundraising	\$1,000.00	
Outreach	\$200.00	
Grants	\$50.00	
Miscellaneous		\$200.00
Total Expenses		\$13,470.00
Net Income		\$130.00

Assumptions:

Travel expenses assume two trips/year

Flight expense only covers the Executive Director for two

round trip tickets

Meals expense does not cover those eaten in restaurants or alcohol

Budget breakdown: 79% Service/21% Overhead