

2015 Annual Report and 2016 Business Plan

January 1, 2016

Mission

Freedom to Read, Inc. will change lives by helping others reach their fullest potential through the positive power of 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 2015

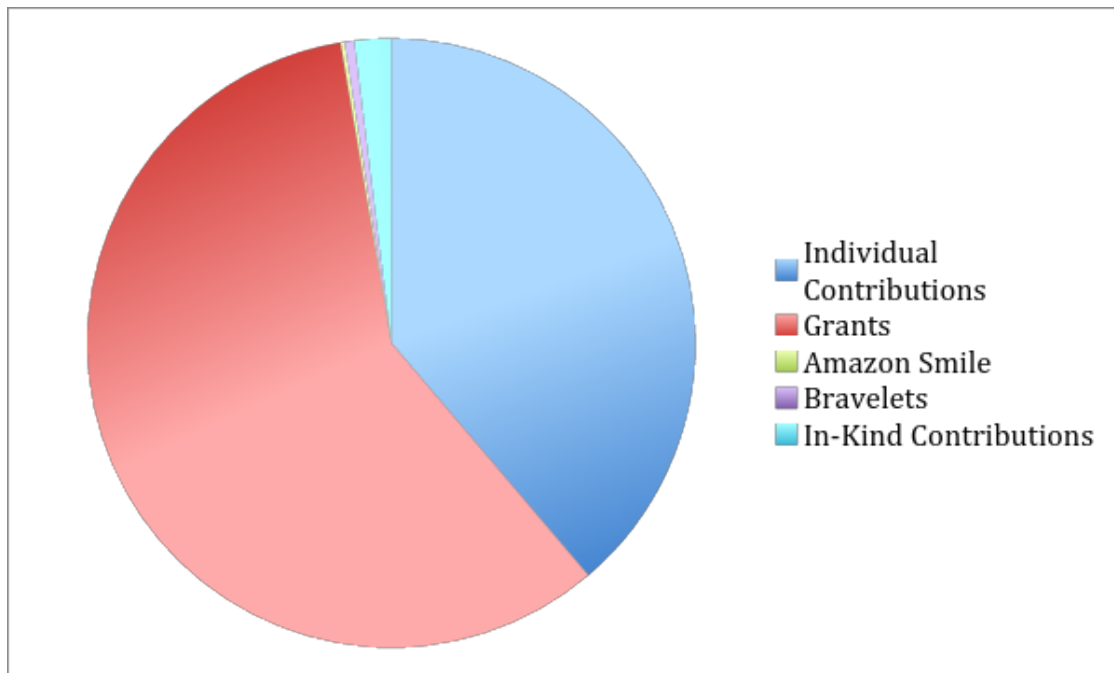
2015 witnessed exponential growth for Freedom to Read, Inc. We were able to work in many of our established library locations throughout the summer months, and we gave direct volunteer service to construction of libraries in several settlements. We provided supplies and support in our established literacy centers and laid the groundwork to expand into new centers. Highlights include:

- Coordinated six pallets of books and supplies over two shipments to eight literacy centers.
- Conducted on-site visits to Harbour Island, Bluff, Gregory Town, Hatchet Bay, and Lower Bogue on Eleuthera. 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 with and trained library attendants, and reorganized and delivered collections among centers. We also gave extensive service to the construction, painting and finishing of libraries in three settlements.
- 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, Inc.
- Met with local officials to secure new centers on Eleuthera.
- 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.
- Increased Board of Directors.

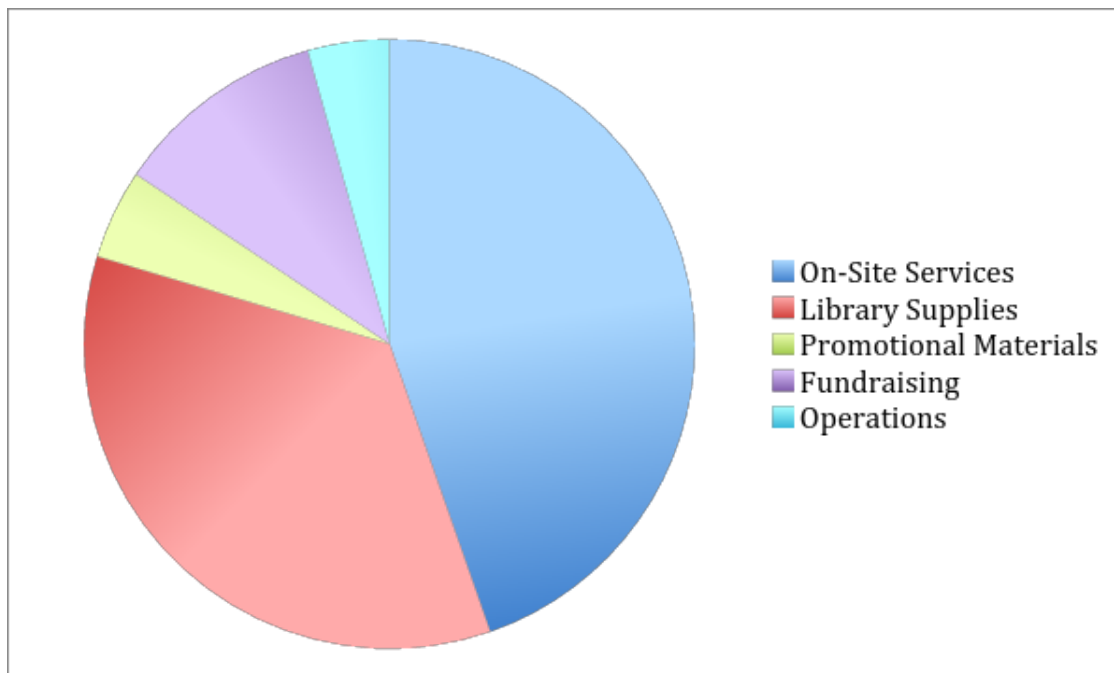
All of the accomplishments of the year were made possible through generous personal and corporate donations.



2015 Revenue



2015 Expense



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

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

2015 Donors

Mary Becker
Margaret Breckenfeld
Matthew Follett
Great Lakes Warehousing
Joyce Hlywka
Jacqueline Liesch
Rick Redalan
Scholastic Books
Susan Siel
Paula Webb

Berry Bell
Jane Dragnich
James Gleason
Steven Hartfield
Kenosha Unified School District
Kimberly Montgomery
Taylor Rivas
Seacor Island Lines
Marvelle Vannest

Bound to Stay Bound
Follett Library Services
David Girtz
Deanna Hlywka
Belinda Laba
Bo Palmer
Kenneth Schoen
Jerry Shpargel
Lucy Vecino



2015 On-Site Volunteers

Joyce Beach
Ian Christensen
Ricardo Dean
Paul Havis
Leveda Ingraham
Christopher Knowles
Melissa Otswana
John Ruffolo
Susy Siel

Latricia Cambridge
Bob Colman
Adell Farquharson
Lang Hudepohl
Desmond Johnson
Jackie Liesch
Bo Palmer
Eryk Seewald
Andrew Thompson

Gordon Cash
Kathy Colman
Caroline Gallegos
Ezra Hudson
Lerenda Johnson
Susan Martin
Pat Petican
Wanda Seewald
Pamela Thompson

Daniel Caldwell
Kathy Collins
John Gallegos
Gabriela Hudson
Page Kessler
Shanta Maurice
Juanita Pinder
Beau Siel
Gary Vargas

Liz Caldwell
Kevin Collins
Lizzy Gonzalez
Zach Hughes
Scott Kessler
Theo Neilly
Candy Ruffolo
Bill Siel

Overview for 2016

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 2016:

- Increase capacity for accomplishments by adding volunteers to committees
- Expand fundraising efforts
- 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 2016

Programs and Projects

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 2015, we were able to secure donations of materials and carpentry work to have shelving installed. We also continued our diligent work on collection management. A large percentage of the collection at this site needed to be weeded out or moved to other literacy centers on the island. In 2016 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.

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.

Lower Bogue Library and Computer Center

Goal: *To collaborate with local officials in rehabilitating a dilapidated building into a community library and computer center*

In 2015 Freedom to Read, Inc. provided volunteer manpower and needed supplies to work alongside local Boguemen in an effort to reclaim a building that had been in decline. In 2016 we plan to continue this assistance in an effort to complete the renovations and set up their library.

Long term: Continued support in building renovation, moving toward opening their library.



June 2009



June 2015



July 2015



August 2015

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 2015, the collection had to be moved into a temporary storage space until a new site can be secured. We plan to help the Upper Bogue community leaders move this collection into a more permanent site when we return in 2016. We will also work with the leaders in Upper Bogue to train the attendant, shelve, 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.

Harbour Island All-Age School (HIAAS)

Goal: *To help manage the established classroom library collections as well as their new central school-wide library.*



Freedom to Read, Inc. has sent an initial collection of books to HIAAS. Future shipments will be sent to expand this collection and to refresh outdated materials. In 2015, a new addition was built onto HIAAS as a Library and Exceptional Education Outreach student service space. This dual purpose room is prepared for Freedom to Read, Inc. to expand the collection and to serve the entire student body at HIAAS in 2016.

Long term: Continued support and enhancements to the collection in addition to providing training for the 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.

Bluff Library

Goal: *To assist the Bluff settlement in establishing its initial collection and shelving.*

In 2015, Freedom to Read, Inc. began collaborating with local leaders in Bluff to establish a library. We assisted with shelf construction and installation as well as getting the collection out on the new shelves for circulation. We plan to continue this effort in 2016.

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



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 2015 we worked with their new volunteer library attendant to prepare these materials for circulation and to shelve them. We were particularly proud to collaborate with local officials and their library attendant in officially opening their library to the community through a dedication ceremony in July.

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

James Cistern 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 James Cistern in the past and has sent additions to the existing collection. In 2016 we will have a noticeable increase in our service here. The library building suffered damage due to weather events that impacted the collection. We will be replacing part of their collection and also providing assistance in preparing it for circulation.

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

Weymss 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 Weymss 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 in March 2013. 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 2014 we added to the collection in an effort to keep the materials updated. During 2016, we plan to revisit the library and determine what next steps are appropriate.

Long term: Continued support and enhancements to the collection.

Fresh Creek Library



Goal: *To assist the existing library with expansion of their current collection and to train a library attendant in collection management and circulation procedures.*

We sent a pallet of books and materials in 2014 to this newly planned library in Fresh Creek. We were able to assist the future library attendant with shelving, collection management and programming. In 2016 we plan to revisit this site and provide support to the library attendant and assess the needs for further shipments of collection.

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. shipped an initial collection for this location in 2015. In 2016 we plan 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 materials 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, Inc.

Public Awareness/Presence/Communication Vehicle

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

A website (www.freedomtoreadinc.org) and Facebook (<https://www.facebook.com/FreedomToReadInc>) 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 \$40,000 in 2016 as a stretch goal or \$37,000 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 2016 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, Inc. personnel structure.*

Currently, all tasks are being handled by a handful of individuals. There are four Board Members, and a few other dedicated volunteers. Identifying, tasking and retaining volunteers are high priorities. 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 as we move forward.

Long-Term Goals

Looking beyond 2016, Freedom to Read, Inc. has several goals in mind. Since financial health is critical to any organization, Freedom to Read, Inc. 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				
2016 Budget				
Income				
Donations		\$30,500.00		
Cash	\$ 30,000.00			
In-Kind	\$ 500.00			
Grants		\$10,000.00		
Indirect Support		\$ 250.00		
Amazon Smile	\$ 200.00			
Bravelets	\$ 50.00			
Total Income		\$40,750.00		
Expenses				
Supplies (libraries)		\$20,000.00		
Shipping (libraries)		\$ 2,500.00		
Travel (libraries)		\$11,450.00		
Airfare	\$ 1,600.00			
Lodging	\$ 6,000.00			
Car Rental/Gas	\$ 2,500.00			
Communication	\$ 150.00			
Meals	\$ 1,200.00			
Web Hosting/Domain Name		\$ 150.00		
Postage		\$ 100.00		
Printing		\$ 100.00		
Promotional Materials		\$ 750.00		
Legal/accounting		\$ 500.00		
Business License/Fees		\$ 50.00		
Bank Fees		\$ 20.00		
Online Fees--Paypal		\$ 300.00		
Office Supplies		\$ 50.00		
Development		\$ 1,300.00		
Fundraising	\$ 750.00			
Outreach	\$ 500.00			
Grants	\$ 50.00			
Miscellaneous		\$ 200.00		
Total Expenses		\$37,470.00		
Net Income		\$ 3,280.00		
Assumptions:				
Travel expenses assume two trips/year				
Flight expense only covers the Executive Director for two roundtrip tickets				
Meals expense does not cover those eaten in restaurants or alcohol				