



# STRASBURG COMMUNITY LIBRARY, INC.

Annual Report Fiscal Year 2022  
July 1, 2021 – June 30, 2022

The Strasburg Community Library, a well-run, friendly small-town library, encourages literacy, promotes lifelong learning and strengthens the community.

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## I. President's Report

I am happy to report that the Strasburg Community Library emerged from Covid stronger than ever. From July 1, 2021 through June 30, 2022, the Library returned to normal operations with patron browsing, computer use, in-person children's story times, and adult enrichment programs. This is thanks to dedicated volunteers who keep the Library open and generous donors who keep the lights on.

This past year, the Executive Committee of the Library authorized several maintenance and restoration projects necessary for a 112-year-old historic building. The Library received much appreciated financial help from the Shenandoah County Library, Shenandoah County Library Foundation and the Shenandoah Community Foundation to complete these projects.

The Strasburg Community Library is a vital community resource and an asset that makes Strasburg an attractive place to live. Whether using free access to books, information, the internet, or self-service business machines at a nominal cost, patrons are thankful that they do not have to travel far for friendly, high-quality library services.

I am honored to serve the community of Strasburg as the President of the Executive Committee of the Strasburg Community Library. I am proud of the results from this past year, grateful for the service provided by our volunteers and the leadership of the Library manager, and excited about the future of the Library and its important place in the Strasburg Community.

*Til Turner*

### Strasburg Library Executive Committee

Til Turner,  
President

Vacant,  
Vice President

Laurie Winkelmann,  
Secretary

Mary Lindert,  
Treasurer

Doug Sobers,  
At Large Member,  
(Building & Maintenance)

Cheryl Metz,  
At Large Member  
(Library Operations Manager)

## II. Mission and Focus

The mission of the Strasburg Community Library is to be a well-run, friendly small-town library which encourages literacy, promotes lifelong learning and strengthens the community of Strasburg and surrounding areas.

In 1959, the Strasburg Business Women's Club opened the Strasburg Community Library, the first public library in Shenandoah County.<sup>1</sup> Sixty-three years later, the Strasburg Community Library continues to provide the community with professional library services with small-town friendliness.

In conjunction with the Shenandoah County Library system, the Strasburg Community Library provides the community with free access to:

- A large collection of adult, young adult and juvenile fiction and nonfiction in print, electronic, and audio formats;
- Research and current event databases;
- The Internet; and
- Microsoft Office and other productivity and education software.

In addition, the Strasburg Community Library:

- Hosts free programs for enrichment in the arts, literature, culture, math and other areas;
- Conducts baby and toddler and pre-school story times to develop a love of reading and learning;
- Organizes the Summer Reading Program for children and teens to encourage their continued interest in reading and learning;
- Provides the community convenient access to business machines for a nominal charge.

## III. The Year in Review

Due to Covid, the Strasburg Community Library started its fiscal year with restrictions and moved to full functioning by the end of the year. This was possible thanks to dedicated volunteers who made re-opening possible, the generosity of donors who provided financial support, and the creativity of volunteers who organized the Book Sales Room to support Library operations.

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<sup>1</sup> The Strasburg Community Library History by Virginia Bailes from <https://countylib.org/102-uncategorised/53-about-us-strasburg.html>

A. Operations

July 2021 kicked off with the Summer 2021 Reading Program. More than 80 children and youth read for enjoyment, knowledge and prizes.<sup>2</sup> The Library volunteers made prize baskets, and community partners of Massanutten Eagles, Chick-Fil-A, Sugar Creek Ice Cream and the Town of Strasburg contributed to the prize offerings.

As the year progressed and restrictions eased, the Library resumed in-person weekly Baby Rhyme time and pre-school story times for children and their caregivers. Other enrichment programs for grade school students included guest presenters such as Charlie the Dog, Spanish classes taught by Walter Garcia, and Math Jam with Dr. T. The Library also expanded its programs for young adults, including author talks.



The Library also hosted several in-person author talks, artist shows and a mystery night for adults.

**Table 1** below shows the number of programs offered by the Strasburg Community Library by audience in fiscal 2022 compared to fiscal 2020.<sup>3</sup> **Table 2** presents the number of attendees at Library programs offered in fiscal 2022, illustrating how the Library strengthens the community by bringing the community together.

**Table 1 – In-Person Programs Offered, Fiscal 2021 Skipped Due to Covid<sup>4</sup>**

Year Ending	Number of Programs Offered			
	Preschool	Adult	Grade School (K-5)	Young Adult (12-18)
6/30/2020	59	0	5	0
6/30/2022	62	8	11	2

**Table 2 – Attendance at Library Programs, Fiscal 2021 Skipped Due to Covid<sup>4</sup>**

Year Ending	Total Attendance at Programs			
	Preschool	Adult	Grade School (K-5)	Young Adult (12-18)
6/30/2020	647	0	334	0
6/30/2022	766	146	157	57

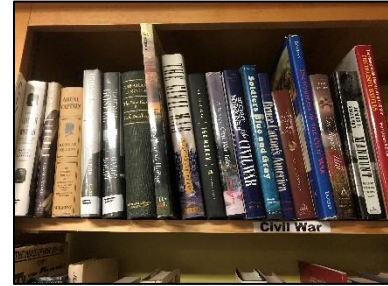
<sup>2</sup> Early registration for the Summer 2022 Reading Program began in June, 2022 and had already surpassed the number of summer 2021 participants.

<sup>3</sup> Covid restrictions curtailed in-person programs starting in March 2020; fiscal 2020 numbers represent three-quarters of the year.

<sup>4</sup> Source: Monthly Reports submitted by branches of Shenandoah County Library system to the County Library

Between July 1, 2021 and June 30, 2022, approximately 9,000 people visited the Library, an average of about 700 visitors per month. These patrons use Library services, attend Library programs and browse in the Book Sales Room.

Entrepreneurial volunteers created a Book Sales Room open during Library hours. They organized books by author and genre for ease of browsing. Bargain prices, combined with surprise book treasures, has made this a popular shopping stop for residents and visitors to Strasburg. Every dollar spent in the Book Sales Room funds library operations.



### B. Building Restoration and Maintenance Projects

The Library's Executive Committee authorized several restoration and maintenance projects for the 112-year-old historic building and property.

- During the summer of 2021, Anderson Custom Painting completed painting and restoration of two sides of the building, the metal roof and brick chimney. Grants from the Shenandoah County Library and Shenandoah Library Foundation and Library funds paid for these projects.
- Spring 2022 projects for the historic building and property included re-grading the parking lot to eliminate standing water, remediation of sump pump drainage, restoration of the front porch and façade of the historic building and replacement of a boiler and hot water heater with an energy-efficient tankless system. Grants from the Shenandoah Community Foundation and the Shenandoah County Library covered the cost of restoration of the front porch and façade of the building.

### C. End of Year Position

The Strasburg Community Library ends fiscal 2022 in a strong position. It continues to move to pre-Covid levels of patron visits, circulation, programs and book sales. Although maintenance of the historic building is ongoing and expensive, current major restoration and maintenance projects have been completed.

## IV. Financial Reporting

Investing in the Strasburg Community Library translates to investing in Strasburg.

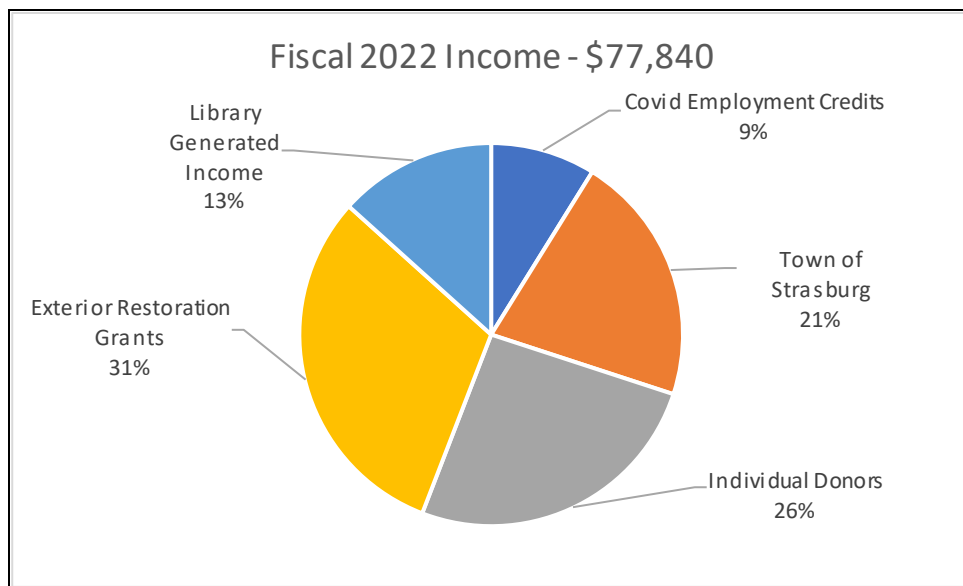
The following summarizes the Library's financial position ending June 30, 2022. The Strasburg Community Library reports its financials on a cash basis and recognizes income and expenses when the transaction happens.

The Library ended the year with net income of approximately \$6,400. This \$6,400 includes grants received in fiscal 2022 for the building front and porch restoration project. The bulk of the net income will be disbursed upon completion of the project.<sup>5</sup>

### A. Income

As shown below in **Figure 1**, the Library received significant financial assistance to complete exterior restoration projects from the Shenandoah County Library, the Shenandoah County Library Foundation and the Shenandoah Community Foundation. The Library received 26 percent of its income from generous individual donors including non-restricted contributions, gifts to honor or memorialize someone, Amazon Smile donations and “keep the change” donations at the circulation desk. The Town of Strasburg also supported the Library with an annual grant. The Library generated income through the Book Sales Room, fines and nominal fees for copier, fax and printer services. Finally, the Library applied for and received Covid Employee Retention Credits from the Federal government.

**Figure 1 – Sources of Library Income**



### B. Expenses

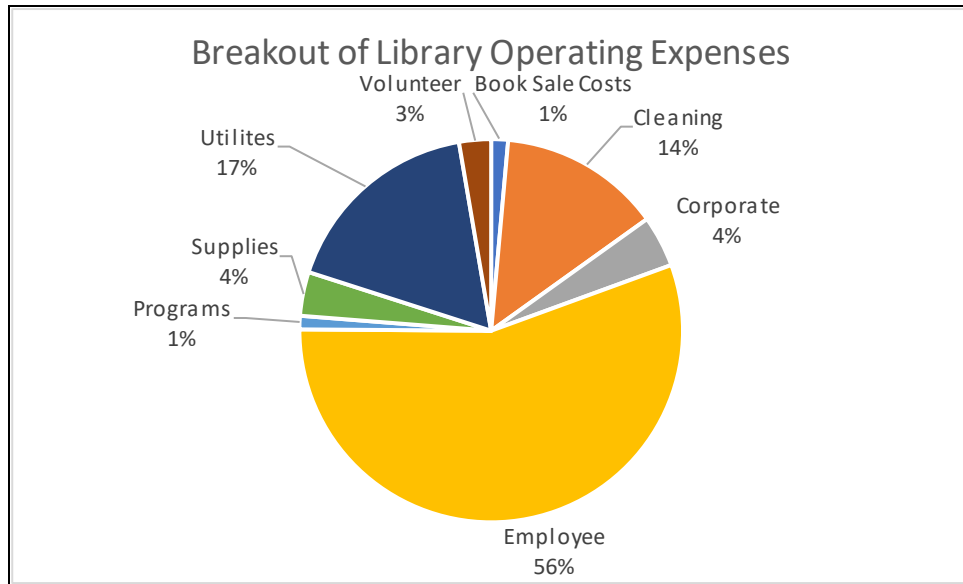
The Library incurred total expenses of \$71,410 in fiscal 2022. Building and property maintenance and restoration made up 45 percent of these expenses. This included exterior painting, restoration of the roof, regrading of the parking lot, remediation of sump pump drainage and deposits for the front porch and boiler projects as well as routine maintenance.

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<sup>5</sup> This project was completed in July, 2022.

The remaining 55% of expenses are operating expenses, including a part time paid Library operations manager, utilities, cleaning, supplies and program expenses. **Figure 2** below breaks out approximately \$39,000 in operating expenses by category.

**Figure 2 – Allocation of Library Operating Expenses Fiscal 2022**



Although the Library performs an internal audit as required by its by-laws, this is not an accounting audit. As a 501(c)(3) non-profit corporation, the Library will file timely its Form 990EZ with the IRS.

## V. Looking Ahead

Anticipating growth in Strasburg and its environs, the Executive Committee has identified several goals for fiscal 2023 and beyond. These include:

- More volunteers to increase the hours opened
- A reliable donor base to help cover the monthly operating deficit
- Increased book sales to help cover the monthly operating deficit
- More programs to meet Strasburg’s needs and wants from its small-town Library

The Executive Committee of the Library has also begun work on its next five-year strategic plan, spanning 2022 through 2027.

Finally, the Library faces increasing challenges in maintaining a 112-year-old historic building. The Executive Committee is monitoring this situation to ensure that its obligation to maintain a historic building does not overshadow the Library’s ability to be a friendly, well-run small-town library which encourages literacy, promotes lifelong learning and strengthens the community.



## VI. Partnerships & Support

The Library's participation in the Shenandoah County Library system provides extensive resources to Strasburg and the surrounding areas. Further, the Strasburg Community Library relies on its volunteers, generous contributions from the community and book sales from its Book Sales Room to meet its mission to be a well-run, friendly small-town library.

### A. Partner in Shenandoah County Library System

The Library is part of the Shenandoah County Library system which provides users of the Strasburg Community Library with access to many resources that the Library, operating on its own, could not afford. The County Library system contributes to program expenses, purchases print books, eBooks and audiobooks and provides other resources such as the computer lab – all available for free in Strasburg. The Strasburg Community Library is linked electronically to all Shenandoah County Library locations. The twice-weekly courier provides users of the Strasburg Community Library with books for pickup in Strasburg from any library in the Shenandoah County Library system.

The Shenandoah County Library System also assigns to Strasburg two part-time circulation assistants, Eryn Kawecki and Hannah Shumway, which augments the Library's professional staff.

### B. Other Community Collaborations

Community collaborations allow the Library to offer special programs to the community. The Library thanks each partner for their contribution to the Library and their positive impact on enriching the Strasburg community.

#### **Artist Receptions**

Glenna Loving  
Leigh Henry  
Tiffany Youngblood

#### **Author Talks**

Pam Webber  
Charlie the Dog

#### **Other Special Programs**

Mystery Night  
Walter Garcia – Spanish class for 6- to 12-year-olds  
Math Jam with Dr. T

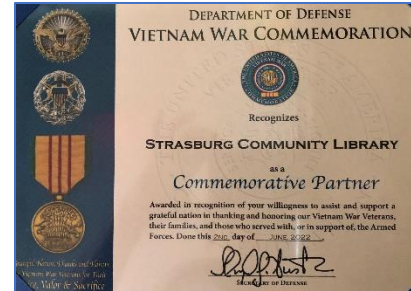


*Artist Reception for Leigh Henry*

Vietnam Veteran's Commemorative Program  
Strasburg Care Fest Program Participant  
Amazing Race Adventure with Strasburg Summer School  
program

### C. Volunteers

Whether working at the circulation desk, answering computer questions or offering book recommendations, organizing the Book Sale Room or leading pre-school and toddler story times, the Strasburg Community Library runs on volunteer power. The Library's ability to provide well-run, friendly library services to Strasburg is a direct result of the hours donated by these dedicated volunteers. Words fall short when expressing the Library's immense gratitude to these volunteers.



*Library Vietnam War Commemorative Program Recognition*

Donna Bollhoefer  
C.J. Borden  
Gail Crigler  
Rusty Dodd  
Renee Downing  
Kathy Doyle  
Suzanne Glover  
Mary Grieco  
Leigh Henry  
Dorothy Hintz  
Mary Hitchings  
Mary Lindert  
Glenna Loving  
Debbie Martin  
Greg Nash  
Donna Peterson  
Mary Redmon

Charlene Smedley  
Doug Sobers  
Til Turner  
Mallory Willet  
Laurie Winkelmann  
Deborah Woodward



*Volunteers of the Year: Gail Crigler and Doug Sobers*

### High School Interns

Ella Doyle  
Anya Fuller

Jazmine Myers  
Keira Welch

### D. In-Kind Giving

In-kind contributions are donations of services or products by local businesses or organizations. The Library thanks the following contributors for supporting Library programs or which may contribute to the operations and maintenance of the library.

C&S Landscaping  
Castiglias – support for Murder Mystery night  
The Reverend William Erbach  
Bob Flanagan  
Summer Reading Program Support including:  
Chick-Fil-A  
Massanutten Eagles (Teen Gift Cards)  
Sugar Creek Ice Cream  
Town of Strasburg  
Volunteers of the Library for prize baskets

### E. Organizational Donors

The Library relies on the financial support of organizations who recognize the positive contribution the Library makes to the community. The Library is thankful for the operation support provided by these organizations.

Amazon Smile  
American Legion Auxiliary  
Doris Baker Foundation  
Lion’s Club of Strasburg  
Massanutten Eagles  
St. Paul’s Lutheran Church Child Care Center  
Shenandoah County Library  
Shenandoah County Library Foundation  
Shenandoah Community Foundation  
Shentel  
Town of Strasburg  
Turn to the World Fund



*Library Manager, Cheryl Metz,  
with grant from Shenandoah  
Community Foundation*

### F. Individual Donors

Several generous individuals demonstrated their commitment to the Library through financial giving this year. The Library is grateful for this generosity which helps the Library be a well-run, friendly library which promotes literacy, encourages lifelong learning and strengthens the community.

Doris Baker  
Robert L. Funk III  
Rabbi and Mrs. Jeff Glickman  
Gerald and Jane Goehenhour  
Jack and Dorothy Jenkins

Thomas Knowles  
Mary Lindert  
Cheryl Metz  
Laurie Winkelmann

### G. Gifts Made in Honor or Memory of:

Throughout the year, generous donors have made gifts to the Library in honor or in memory of a loved one. These gifts recognize the special place that the Library has or had in the loved one's life.

#### **Mary M. Funk**

Robert L. Funk III

#### **Jane Eye Rosenberger**

Robert L. Funk III

#### **Jack Schillinger**

Donna Bollhoefer

Carol W. Borden

Colonel (Ret) and Mrs. Richard Ryan

#### **Gloria Stickley**

Virginia Aliotti

Doris Baker

Larry and Jane Baker

Stephen and Elizabeth Brim

Donna Bollhoefer

Robert Funk

Warren and Barbara Halvorson

Wesley and Phyliss Larrick

Diane Law and Douglas Or

Gary and Jean Legge

Cary Nelson

Rick and Mary Redmon

John and Jane Rhodes

Richard and Laura Mary Ryan

Leo and Gloria Ryman

Shenandoah County Retired Teachers Association

Strasburg High School Class of 1958

Jon and Karen Whetzel