



The Friends of the Colorado Talking Book Library
Annual Report for 2015 ** Prepared February 2016

Description of programs, activities, and accomplishments

The Friends of the Colorado Talking Book Library (Friends of CTBL) supports The Colorado Talking Book Library (CTBL) to achieve its mission of providing books and materials in alternative formats; audio, braille and large print; to Coloradans who cannot read standard print. This support is crucial to the success of CTBL's mission as the State budget does not provide sufficient funding for the complex nature of the services necessary for success.

During 2015 The Friends continued to support the following activities and programs of CTBL:

The studio program at CTBL records books and magazines for CTBL patrons. The books are of interest to the patrons, are by Colorado authors or are about the rocky mountain region and are not recorded on the national level. The Friends supports a portion of the studio director's salary, the equipment, software & supplies necessary to run the program. All of the work is done by ~45 volunteers. The program includes two distinct processes: recording and digital audio processing. The studio records books and 2 local magazines and then converts the audio files into NLS* regulation digital talking books.

During 2015 transition to the new studio software, HABC, was completed. CTBL continues to post local recordings to the NLS BARD** site. During 2015 NLS allowed previously recorded books converted from analog to also be posted on BARD. 68 books were posted and downloaded 4,576 times by patrons in the national network. A total of 92 CTBL books are on BARD.

105 books were recorded along with Colorado History, Colorado Outdoors, Colorado Business and CTBL News.

Outreach was a major focus in 2015. A top down approach began by working with an outside consultant and teaming with a sister organization AINC. Staff attended 139 events around the state up from 34 the year before. A grassroots approach was also instituted and a team of volunteers began calling into various communities and sending outreach packets. 435 calls have been made and 358 packets sent. Applications to CTBL have increased by 20% which means more people are now connected to reading and not isolated.

The CTBL News, the triennial newsletter, is paid for by the Friends and is circulated to about 10,000 people in audio, braille and large print formats. It is available on the website and notification is emailed to those requesting this mechanism. The Friends also support the software and embosser to create the braille version of the newsletter.

One of the 3 reader advisors who work daily with patrons to serve their reading needs is paid for by the Friends. On average the RA's talk with patrons 21,000 times and also answer about 1,300 emails annually.

The Friends supports the purchase of supplies for duplicating books for patrons which requires cartridges, mailing containers, labels and working printers and braille embossers needed for the job.

This year's Volunteer Recognition Brunch, supported annually by the Friends, celebrated the many accomplishments of our volunteers during 2015 on December 5th. Outreach was the focus of the talk this year and the lead volunteer, Ellen, and our consultant, Barbara, spoke about their work.

During the awards ceremony, The Friends & CTBL honored the volunteers who have reached notable milestones in their service. We also welcomed 70 new volunteers.

Names and contact information for Friends Board leadership personnel

Executive Board members for **2015** are:

Dr. Houston "Tex" Elam, President, 303-741-4491, tex@texandnan.com

LaVerne Dell, VP & Secretary, 303-866-4210, Laverne.dell@state.co.us

John Taylor, CPA, Treasurer, 303-388-5391, jtaylor30@msn.com

Board members including professional affiliations, and contact information

Jon Walker, IT Analyst, Vail Resorts, 970-333-8093, jwalker@vailresorts.com

Dr. Houston G. "Tex" Elam, PhD, retired, former President of the State Colleges in Colorado
303-741-4491, tex@texandnan.com

Frank Oldham, Esq, 970-218-2505, Oldham.frank@gmail.com

Hank Braaksma, Director Transportation Services, Senior Resource Services, 303-923-8649,
hbraaksma@srcaging.org

Susan Franklin, Project Manager, Jefferson County Department of Human Services,
303-271-4051, sfrankli@jeffco.us

LaVerne Dell, M.R.C., C.R.C., Statewide Coordinator for the Blind, Division of Vocational
Rehabilitation,

303-866-4210, Laverne.dell@state.co.us

Diane Donovan, Volunteer & Teacher, Sunrise Assisted Living, 303-355-5755,
ddindenver@q.com

Matthew Helfant, AICP, Senior Transportation Planner (Transit), Denver Regional
Council of Governments, 720-557-2881, matthewhelfant@yahoo.com

John Taylor, CPA, Accounting Manager, Anchor Center for Blind Children, 303-388-
5391, jtaylor30@msn.com

Debbi MacLeod, MLIS, Director CTBL, Ex Officio, 303-503-2569,
Macleod_d@cde.state.co.us

Disclosure of how funds are solicited and sources of funding

Each November, there is an annual giving fundraising letter sent to donors.

Bequests are received from patrons and prior donors. On occasion the Friends
receive grants from Foundations and donor directed funds.

The Friends of CTBL participate in Colorado Gives Day and amazon.com's Smile
program.

Reminders of donation opportunities are included in the triannual CTBL News. At
the bottom of the Friends letterhead is a statement about legacy gift acceptance.

Disclosure of expenditures

See Attachment H.5

Disclosure of Administrative & Fundraising Ratio - 8.98%

See Attachment H.6

*NLS - division of the Library of Congress known as the National Library Service for the Blind & Physically Handicapped, tasked with running the nationwide program in partnership with state agencies.

**BARD - audio & braille book & magazine download service