



# Friends of the Colorado Talking Book Library

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180 Sheridan Blvd., Denver, CO 80226

## The Friends of the Colorado Talking Book Library Annual Report for 2019 \*\* Prepared January 2020

### Description of programs and activities

The Friends of the Colorado Talking Book Library (Friends of CTBL) is an all-volunteer non-profit organization that supports The Colorado Talking Book Library (CTBL) library in its work to provide books in alternative format; 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.

CTBL patrons tell us:

- "CTBL has been an invaluable resource to my mother. It helps lessen her depression and sense of isolation."
- "I really look forward to getting my books, they are my lifeline."
- "My world would be so small without talking books."
- "With every book you light-up my life with a new adventure."

The studio recording 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 or 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 ~65 volunteers. The program includes two distinct processes: recording and the digital audio processing. The studio records books and 2 local magazines during and then converts the audio files into NLS\* regulation digital talking books. The program also records the annual CO Legislative Blue Book and makes it available in MP3 format on the website.

Outreach continued to be a major focus in 2019. A top down approach began by working with an outside consultant and teaming with other non-profits.

The CTBL News, the triannual 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.

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.

At the Volunteer Recognition Brunch on December 7<sup>th</sup>, supported annually by the Friends, we celebrated the many accomplishments of our volunteers during 2019. We honored one volunteer for a lifetime achievement, one for 30 years and one for 25 years of contributions to the library

### **Key Accomplishments:**

**Studio:** CTBL recorded 114 books and 2 magazines: Colorado History, Colorado Outdoors; and CTBL News. CTBL posts local recordings to the NLS BARD\*\* site. 101 books were posted and downloaded 12,710 times by patrons in the national network. A total of 424 CTBL recorded books are on BARD.

**Outreach:** Staff attended 81 events around the state. The grassroots team of volunteers completed 746 calls and sent 624 information packets. Applications to

**Patron Services:** On average the RA's talk with patrons 23,000 times and also answer about 2,500 emails annually.

**Volunteer Recognition Brunch:** a volunteer was recognized for 30 years of service to the library. Two others were recognized for lifetime achievement and 25 years of service to the library. During the awards ceremony, The Friends & CTBL honored 19 volunteers who reached notable milestones in their service. We also welcomed 62 new volunteers.

### **Names and contact information for Friends Board leadership personnel**

Executive Board members for **2019** were:

Hank Braaksma, President

Norine Domenico, Vice-President/Secretary

John Taylor, CPA, Treasurer

**Board members include:**

Jadwiga Brown

Peggy Chong

David Dawson

Frank Oldham

Debbi MacLeod, *ex officio*

**Methods of solicitation for Donations**

The Friends of CTBL sends an annual giving letter to patrons, past donors, volunteers and mailing list each year in November. There is a donation page on the Friends website - <http://www.friendsofctbl.org/donations.htm> In the triannual CTBL newsletter there is a page about how to donate to the Friends.

**Reporting and Transparency**

The Friends of CTBL maintains a website and posts the annual report there. The news of the library and all the programs it supports is reported in CTBL News which is distributed to 10,000 people 3 times a year.