



EXECUTIVE SUMMARY

SUMMER 2018

Welcome to our Summer Morning. Thank you all for coming to our Summer Morning Maine gathering. It has been another exciting year for Island Readers & Writers, with lots of memorable moments, new program innovations and an abundance of learning successes for children to celebrate. We are very grateful to our individual and foundation supporters who are steadfast in their belief in our mission and the potential of all Maine children. This past year, we took our programs to over 2,800 children in 26 island and Washington County schools – that’s over 3,000 miles of coastline – with 40+ programs and over 3,000 books distributed. Our network consists of a stable of 43 authors and illustrators, 27 community coordinators in the school districts we visit, and upwards of 20 enthusiastic volunteers who assist with everything from reading and evaluating books to organizing events and engaging with the community. Since IRW’s inception in 2007, we have donated over 18,500 books to Maine kids. This year, IRW piloted a new program, WordCraft, which uses technology to extend the connection and learning between authors and children beyond a school visit and implemented the Mock Newbery book club to build a community of readers in fifth and sixth grades at Pemetic Elementary.

While we at IRW continue to evolve and grow in response to new and emerging challenges and opportunities, we remain resolute in the following: our commitment to listening to the interests and requests of each school we visit and to bolstering the inherent strengths of each student, teacher and community; our collaboration with local school and non-profit organizations to enhance the impact of our programs; our careful selection and preparation of each author and illustrator who participates in an IRW school visit to ensure that their interactions with the students are inspiring, positive, instructive and fun; our commitment to making the most out of every contribution generously given by our individual and foundation donors; and, most importantly, to pursue our mission of inspiring a passion for reading and learning among children living on Maine’s coastal and inland islands.

Staff and Board

Executive Director Jan Coates provides leadership to all things IRW. Currently, her time is spent in grant writing, supervision of our growing staff and pursuing our strategic interest in early childhood education. In the coming year, with support from the Davis Family Foundation, Jan will continue to research, test and evaluate literacy-rich programs that foster preschool-aged children’s readiness to learn and help bridge the transition from Home to School for families in Washington County.

Alison Johnson enters her third year at IRW as Director of School Programs. Alison served as a Program Assistant for Washington County for two years and now enthusiastically and competently leads the process of bringing our teachers, collaborators and authors and illustrators together with children in our 27 partner schools and communities. No small feat!

Taylor Mace begins her second year as our Community Engagement Coordinator. Taylor has managed IRW communications from monthly e-newsletters and blogs to press releases about our public programs and happenings. In addition, she coordinates our volunteers, assists our executive director in development activities, oversees the Mock Newbery and various library programs, and serves as Clerk for the Board of Directors.

We were pleased to welcome Beverly Lamoureux to our team in the position of Organization Administrator this past spring. Bev has hit the ground running and has brought her considerable organization and artistic abilities to IRW. Program logistics, files and records, as well as book ordering and data collection, are among responsibilities under her competent oversight.

Lisa Herrington is our newest IRW addition. Lisa will serve as part-time Program Assistant for School Programs working alongside Alison. Lisa brings an abundance of talent and experience working with children in the Montessori, library and environmental summer camp settings. Her duties include creating activity sheets to assist teachers and students in school visit preparations, and to ensure quality program execution and evaluation.

Jan Keiper, former teacher at the Frenchboro School on Long Island, will serve as Super Site Coordinator for our outer island schools. She will work closely with Alison in preparations for author visits and will serve as a liaison to the Island Institute. Jan brings deep teaching experience and will assist with book-centered activity sheet development and professional development.

We are fortunate to have a wonderfully supportive Board of Directors providing the strategic vision for our thriving organization. In the coming year, we will continue to build opportunities to codify and share our work with others. This year concludes our Washington County expansion. We will continue to bring high-quality, book-centered experiences that connect reading and learning for children living on Maine's coastal islands and the inland communities of Washington County.

Our Board of Directors consists of the following members:

Jan Coates (Executive Director)
Michelle Finn
Allison Kupfer Poteet (Treasurer)
Dr. Debra Lay

Cynthia Lord
Anne Pomeroy (Secretary)
Hannah Whalen (President)
Marjorie Withers

Financial Overview

We are grateful for the generous support of individuals and foundations, and assure you that we continue to be a small organization with a big impact, constantly putting your contributions to work in the most effective and efficient way possible. Each year, we project and achieve modest annual revenue growth, and reflect this growth in our annual budgeting process. For the 2017 fiscal year, and again for the 2018 fiscal year, we budgeted significant increases in programs and payroll, reflecting the expansion of our staff and numbers of programs and schools served and increased operational expenses.

For the year ended December 31, 2017, we retained Horton, McFarland & Veysey of Ellsworth to prepare compiled financial statements. Copies are available for your review upon request.

Attached to this Summary are:

- Summary Profit & Loss for the fiscal year ended December 31, 2017, with comparison to December 31, 2016
- Summary Balance Sheet as of July 31, 2018

Program Costs

Some of our supporters have inquired about the cost to bring our book-centered program to schools. While the efforts of our paid staff are dedicated to creating and implementing programs, there are specific costs that can be identified. While these costs vary by location, size of school, transportation, housing, and other factors, representative costs for a single school visit are as follows:

Purchase of books to distribute to students:	\$600
Transportation to schools:	\$250
Housing costs for staff, authors/illustrators:	\$250
Author and illustrator Fee:	<u>\$1,000</u>
Aggregate Cost per School Visit:	\$2,100

For more information, please feel free to contact:

Jan Coates, Executive Director (jcoates@islandreadersandwriters.org)

Hannah Whalen, President (hannahcwhalen@gmail.com)

Allison Kupfer-Poteet, Treasurer (akp@nonprofitprofessionals.com)

Visit our website at www.islandreadersandwriters.org for more detailed information about our mission and programs, and for commentary from children in our school communities.

THANK YOU FOR YOUR SUPPORT

Island Readers & Writers

Summary Profit and Loss 2017 Fiscal Year Actual (with comparison to 2016 fiscal year)

INCOME

	Jan. – Dec. 2017	Jan. – Dec. 2016
Grants	262,678	165,500
Contributions	202,967	215,007
Other (net)	<u>13,369</u>	<u>10,922</u>
TOTAL	479,014	391,429

EXPENSE

	Jan. – Dec. 2017	Jan. – Dec. 2016
Programs (including staff)	241,398	254,820
Fundraising (including staff)	68,546	64,775
G&A (including staff)	65,972	79,214
TOTAL	375,916	398,809
INCREASE (DECREASE) IN NET ASSETS	103,098	(7,380)

Island Readers & Writers

Summary Balance Sheet as of July 31, 2018

ASSETS

Current Assets	\$306,341.53
Fixed Assets	\$2,673.92
Long Term Assets	\$48,194.87
Total Assets	\$357,510.32

LIABILITIES & EQUITY

Payroll Liabilities	\$713.00
Other Current Liabilities	\$3,369.36
Total Liabilities	\$4,082.36
Total Equity	\$353,427.96
Total Liabilities & Equity at July 31, 2018	\$357,510.32