

ANNUAL REPORT JULY 1, 2022-JUNE 30, 2023

RAYMOND VOTER INFORMATION PROJECT

P.O. Box 813; Raymond NH 03077

www.raymondvip.org

Board of Directors/President's Report:

This Annual Report will summarize the activities of the Raymond Voter Information Project (VIP) during the fiscal year 1/1/22-6/30-23. This is the 14th year of VIP's operation, thanks to the many volunteers who keep this well-established Project relevant in today's world.

Executive Board members were: President: Kathy Pouliot; Vice President: Joyce Wood; Secretary: Dana Zulager; Treasurer: John Beauvilliers; Members-at-Large: Yvonne D'iorio and Susan Hilchey.

An Executive Board Meeting was held in person on 10/28/22. Additional communication during this fiscal year was maintained via emails among Board members and to the public via a newsletter.

The 14th edition of the Voter's Guide was published and distributed in February 2023. Again this year, an Administrative Team was instrumental in updating Google docs for the many Warrant Articles, writing collaboration, and problem-solving. Sincere appreciation is sent to the many other volunteers who worked tirelessly to create the Guide. Also, thanks go to the 9 businesses and 2 in-kind donors whose sponsorship allowed us to publish and mail the Guide. Contact information for those companies is printed on VIP's home page found at www.raymondvip.org and a list is included here:

Riverbend Realty Group	East Key Realty	I.C. Reed and Sons, Inc.
Tom and Dee's Auto Sales	Jamb's Jewelry	DC Wright Construction
Darisse Landscape Maintenance, LLC		East Coast Outdoors
Radio Grove Hardware Farm Supply and Feed		

Additionally, the following agencies made in-kind donations of space at public events, meetings and/or of advertising:

Raymond Coalition for Youth
Raymond Area Rotary Club

The 2023 Guide Administrator was Kathy Pouliot. The Editorial Team members were Debra Doda and Kirsten Rundquist Corbett. Leslie O'Donnell and Dana Zulager served as our Bias Checkers. Additional information about our 2023 publication is included later in this report.

Other VIP Board activities are listed here:

- 800 hours were needed to create the 2023 Voters Guide during the fall and winter. Seasoned Ed Com and Reporters were invaluable in completing the project.
- Book Bash ... thank you Uncle Sam, Bob Gagnon. The ballot was for favorite Children's book. "Diary of a Wimpy Kid" and Dr. Seuss "Go Dog, Go". (VIP has been at all the "Book Bashes" so far, great job)
- Susan and Dana can have the meetings with Terry Leatherman (new superintendent) and Ernie Creveling (new town manager but former town planner).
- We had 16 business sponsorships, 3 of which were in-kind. (Raymond Rotary, Raymond Area Chamber of Commerce, RCFY). We had great fundraising from businesses. All previous annual reports on the website. \$1,743 balance one year ago, then costs leaving \$1,986 balance. \$2,209.02 was all-in cost for the most recent guide to layout, print and mail. (Sharon uses Adobe InDesign). We marched in the parade. Support from the community cheered us on. We had 37 total warrant articles (29 town, 8 school).
- Fall speaker program will happen in the Spring, Terrie Dolan will be our speaker in the Spring. She just got the Bean Tavern preservation project on the "Seven to Save 2022" so that is a wonderful speaker topic.
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- We could think about creating a new video with Art Wolinsky.
- In the spirit of NH Gives Day on June 6-7, Kathy Pouliot sent out an appeal via electronic Mailchimp newsletter to VIP members and supporters to donate directly to the VIP via our website using PayPal or sending checks to our mailing address.
- Website hosting was renewed with WebFreeHosting.net, and the VIP domain name registration with MoxDog was maintained in order to identify and control flow of info.
- A new option for donations was created by Kathy Pouliot. Now, supporters can have monthly donations in any amount charged to their credit card via the donation button on the website.
- Email newsletters were sent periodically, as there hadn't been much business to conduct.

Please remember that anyone who wishes to donate to Raymond VIP may mail their contribution to PO Box 813, Raymond NH 03077 OR use PayPal via www.raymondvip.org As VIP is a 501(c)(3) nonprofit organization, donations may be tax deductible and receipts will be provided. For anonymous contributions and receipts, please contact Treasurer, John Beauvilliers via the PO Box or by calling 244-1056.

Respectfully Submitted,
Kathy Pouliot, R-VIP President

Financial/Treasurer's Report:

VIP's fiscal year began July 1, 2022, and ended June 30, 2023. Here is the summary for our finances for this fiscal year:

Beginning Balance:	\$1,986.52
Income (donations, dues, bank interest)	\$1,360.51
Expenses:	\$2,637.19
Annual Report State of NH 990-N filed (July)	\$49.99
PO Box fee (Aug)	\$74.00
Moxdog website services (Jan)	\$60.00
Center for Nonprofits Dues (Feb)	\$92.00
Guide	
Publishing and Postage (4901 copies)	\$1,916.73
Layout and InDesign Software App	\$444.47
Ending Balance:	\$801.84
In-Kind Hours:	800
In-Kind Donations:	\$35.00

Submitted by

John Beauvilliers, Treasurer

Website Report:

During the 2023 local election cycle, the Raymond VIP analyses were posted on the website as they were approved by the Editorial Committee and forwarded by the Administrator. Election results were posted immediately after votes were counted on voting day. New information for the website was added as received from the Board and additional updates as needed (e.g. messages from members, photos, etc.). Business supporters were also recognized with logos and links to their websites or other contact information.

Special thanks go to Kathy Pouliot and Jennifer O'Neil for their support.

Submitted by:

Kathy Pouliot

Editorial Committee Report:

The Administrator was Kathy Pouliot. The Editorial Committee consisted of Debra Doda and Kirsten Rundquist Corbett. The Bias Checkers were Leslie O'Donnell and Dana Zulager.

Preparatory work was completed individually this year using Google Docs, email and texting as well as private Facebook messaging. That included setting up Google folders for Reporters, creating templates for each Warrant Article, and adding new info to the Excel spreadsheet to track the progress of each Warrant Article through the multi-step process of checks and balances based on the flowchart. Additionally, a paper notebook was used to track the process as a doublecheck.

Google Docs was used to communicate with volunteers, obtain drafts, make edits, and finalize write-ups. For a few volunteers who weren't familiar with Google docs, regular email was used.

The Town and School provided early copies (November) of both WA drafts and budgets which served as a foundation for assigning Reporters for this year's Guide. The timing was greatly appreciated.

This year, there were 49 Town and School Warrant Articles, including 6 Citizen Petitions. As always, a cadre of dedicated volunteers researched Articles, drafted write-ups, and read those drafts for clarity. In total, there were 2 people on the Admin Team, 14 Reporters, many Readers, 2 Ed Comm members, and 2 Bias Checkers. A grand total of 800 volunteer hours was spent on the 2023 Guide, the most documented effort yet.

Once write-ups were submitted, initial edits for spelling, grammar, and factual details were completed by Kathy Pouliot. Next, Kathy either emailed the draft back to the Reporter with questions or emailed an acceptable draft to both Ed Comm members and received their feedback. Once final edits were made, the draft was submitted to Dana Zulager or, if the Warrant Article or Citizen Petition was more challenging to interpret, it was sent to Leslie O'Donnell for additional bias check. By using this method, materials were processed in a timely manner and this process was very successful.

In review, dealing with staff from the School District and Town Office was very positive for the Researchers/Reporters and for the Administrative Team. Staff members were accessible, responsive, prompt and helpful. Marjorie Whitmore & Dr. Tina McCoy from the SAU and Ernie Crevling and Julie Jenks from Town were all tremendous help and great resources.

Additionally, Seacoast Media Group provided prompt and accurate cost projections for publishing/ mailing the *Voter Guide*. Sharon Crockett Holt, Raymond resident, worked as an independent contractor on layout and was instrumental in getting the final draft to Seacoast Media Group by their deadline. The 2023 issue of The Voter Guide was

delivered to the Raymond Post Office in February as planned, and received by citizens within days. Extra copies were made available at the Ray-Fre Senior Center and at the Dudley Tucker Library.

Sincere gratitude is extended from the Administrative Team to the Ed Com members. The expertise of Debra Doda, and Kirsten Rundquist Corbett for editorial work and knowledge of local issues greatly added to the process. Leslie O'Donnell offered her professional expertise and assistance in doing the bias checking with Dana Zulager doing a considerable amount of work as well. Linda Hoelzel promptly posted Articles to the VIP website. We also thank our 11 business supporters via monetary donations or in-kind contributions.

Respectfully submitted,

Kathy Pouliot