

ANNUAL REPORT JULY 1, 2021-JUNE 30, 2022

RAYMOND VOTER INFORMATION PROJECT

P.O. Box 813; Raymond NH 03077

www.raymondvip.org

Board of Directors/President's Report:

This report is intended to summarize and highlight VIP activities during the period 2021-2022. Congratulations and Thank You to the many people who have volunteered over those 13 years to create and support the Voter Information Project and to maintain its relevance for Raymond citizens.

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.

Executive Board Meetings were held in person on December 3, 2021, and March 25, 2022, as the COVID-19 pandemic seemed to be easing. Additional communication during this fiscal year was maintained via emails among Board members and to the public via a new newsletter. -

The 13th edition of the Voter's Guide was published and distributed in February 2022. 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 13 businesses 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:

Ace Ben Franklin Hardware
Raymond Area News
Satellite Solutions of NH
Langford's Laundromat
I.C. Reed & Sons
Vernet Properties
D.C. Wright Construction

Jambs Jewelry
Riverbend Realty Group
Natural Or Not Salon and Spa
The Tuckaway Tavern
Spindel Eye Associates
People's Bank

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

Raymond Area Chamber of Commerce
Raymond Coalition for Youth
Raymond Area Rotary Club

The 2022 Administrative Team consisted of Kathy Pouliot and Susan Hilchey. The Editorial Team members were Debra Doda and Kirsten Rundquist Corbett. Leslie O'Donnell served as our bias checker. Additional information about that committee is included later in this report.

Other VIP Board activities are listed here:

- Many hours were needed to create the 2022 Voters Guide during the fall and winter. Seasoned Ed Com and Reporters were invaluable in completing the project.
- This year we decided to conduct a survey, and we received very constructive input regarding the resources we include in The Voter Guide and how Raymond residents use the information provided. This issue was one of the most extensively researched in a long time, mostly due to somewhat challenging times with our Town Manager having resigned at the beginning of this process (November 2021), as well as some challenging citizens petitions. Suggestions from the survey will be implemented in next year's Guide.
- In the spirit of NH Gives Day in June, 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. Response was again the largest yet for this annual fund-drive, and results are reported in the Treasurer's report.
- Some business was conducted by the Board of Directors via e-mail. All previous Annual Reports are posted on the VIP website.
- Email newsletters were sent approximately every other month to the VIP members and interested residents, via Mailchimp. The option to unsubscribe was always available.
- VIP hosted a Fall Speaker program through a NH Humanities Grant on 10 November. The program was titled, "Votes for Women: A History of the Women's Suffrage Movement" and presented by Liz Tentarelli, 11 people zoomed in to watch.

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, 2021 and ended June 30, 2022. Here is the summary for our finances for this fiscal year:

Beginning Balance:	\$1,743.84
Income:	\$2,895.55
Expenses:	\$2,661.18
Ending Balance:	\$1,986.52
In-Kind Hours:	773
990 N	\$49.99
Total Cost of Guide:	\$2,209.92
Gannett	\$1,859.92
Layout	\$350.00
NH Center for Nonprofits paid	
Annual Report Filed	\$92.00

Submitted by

John Beauvilliers, Treasurer

Website Report:

During the 2022 Town 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:

Linda Hoelzel

Editorial Committee Report:

The Administrative Team was composed of Kathy Pouliot and Susan Hilchey. The Editorial Committee consisted of Debra Doda and Kirsten Rundquist Corbett. The Bias Checker was Leslie O'Donnell.

As has become the custom, preparatory work was completed 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. Updates were made in the Google docs as WA were modified by Town and School.

This year, there were 37 Town and School Warrant Articles, including 4 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, 12 Reporters, many Readers, 2 Ed Comm members, and 1 Bias Checker. The grand total of volunteer hours spent on the 2022 *Guide* was 800 hours. This year's guide was one of the most challenging to-date. It was found that the time spent by Reporters on research and writing up a 2022 Warrant Article varied greatly, between 1-25 hours.

Once write-ups were submitted, initial edits for spelling, grammar, and factual details were completed by Kathy Pouliot and Susan Hilchey. They 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 altogether to Leslie O'Donnell for her 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 Joe Ilsley 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 2022 issue of The Voter Guide was delivered to the Raymond Post Office on February 24, and received within days. Extra copies were made available at the Ray-Fre Senior Center and at the Dudley Tucker Library.

This year we decided to conduct a survey, and received very constructive input regarding the resources we include in The Voter Guide and how Raymond residents use the information

provided. This issue was one of the most extensively researched in a long time, mostly due to somewhat challenging times with our Town Manager having resigned at the beginning of this process (November 2021), as well as some challenging citizens petitions. Suggestions from the survey will be implemented in next year's Guide.

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. Linda Hoelzel promptly posted Articles to the VIP website. We also thank our 16 business and organization supporters via monetary donations or in-kind contributions.

Respectfully submitted,

Kathy Pouliot