

Springfield Public Library Annual Report – 2009

A. Chairman's Report

Jack Stafford, Chairman Springfield Public Library Board

A.1. 2009 Highlights

- A.1.1. *New facilities opened at the Former Dugald Costume Museum*
- A.1.2. *Coordinated efforts, major donations and funding provided by the RM of Springfield and Manitoba Government - PLS branch.*
- A.1.3. *A major effort on the part of staff and volunteers to commission a new and modern library offering services, second to none, to Springfield.*

It's been a year of major milestones for the Springfield Public Library. May 2009 saw the Library relocated from 1,000 square feet in a strip mall, to a newly renovated building providing almost 10,000 of space for Library Services. The relocation and renovation were driven by a solid partnership with the RM of Springfield and the Province of Manitoba PLS Branch.

A.2. Our Partners

The RM of Springfield made a major investment in the library with more than \$400,000 in Capital improvements to the former Dugald Costume Museum Building to turn it into a wonderful new setting for a Library.

The Province of Manitoba, Public Library Services Branch donated all of the Library Shelving used in the Library. This donation saved the Library well over \$100,000 in capital startup costs.

The library exists to provide the citizens of Springfield with modern library services. We could not do it without the significant financial and service contributions of our funding partners. It goes beyond money, the RM and PLS branch provide support and consultation on many issues that surround our service objectives to allow us to be effective today while planning for an exciting future.

The Springfield Public Library could not operate without the dedication of its formidable force of volunteers. We simply could not do it without them.

Thank you to our partners from the Springfield Public Library Board and Staff for all the good work we have been able to do together.

A.3. Our Vision

The Springfield Public Library embraces the rich heritage and vibrant future of our community. We aspire to be the best possible library for Springfield. We create opportunities to participate, connect and discover by:

- Encouraging lifelong learning

Springfield Public Library Annual Report – 2009

- Responding to the needs of our diverse community
- Ensuring freedom of access to information
- Offering resources for people of all ages and ideas to come together
- Providing materials and programs that entertain and inspire

We are committed to excellent stewardship of the physical and financial assets entrusted to the Library.

A.4. Our Mission

It is the mission of the Springfield Public Library to provide and promote open and equal access to the resources and services of the library in order to meet the informational, educational, cultural and literacy needs of the community.

B. Report from The Manager

Donna Walby Lawson, Manager of Library Services

B.1. Program Highlights

B.1.1. We have built effective partnerships in the community

B.1.2. We have managed our finances well

B.1.3. Our measured results compare well with the many other libraries in Manitoba.

2009 marked a new era in providing quality Public Library Services to the residents of the R.M. of Springfield. Over past decades, the operation itself has grown from a small (300 sq ft) room in the municipal office to its former location in a strip mall (1,000 sq. ft) in Oakbank.

The R.M., recognizing that our growing community would be best served by a facility more in line with its population, took the necessary steps to become established. Working closely with Tony Zerucha, the Recreation Director for the R.M., a Library Board was appointed, Head Librarian, Vanessa Sobkovich-Wiebe hired, and a core group of dedicated volunteers were encouraged to assist development in the new location. With direction from the R.M., both Regional and Public Library Services, and our new Head Librarian, contractors were busily renovating the Dugald premises, installing shelving, painting, setting up telephones and computers, and the myriad of tasks necessary to make our new “home” ready.

Volunteer coordinators Kelly Dueck and Donna Walby Lawson continued operations in Oakbank right to the end. The collection was kept current with an accession binder maintained “by hand” through to early 2009, when we completed the cataloguing process, as instructed by Ron Burek, our Tech .Expert. Every title was updated and catalogued on the Linux system- no more “check-in/out” stamped cards and envelopes!!

In early March, Vanessa was brought on site to direct our wind up in Oakbank and begin the considerable task of finalizing the arrangements in the new location. To begin, we culled hundreds of books from the shelves in Oakbank, inviting patrons to take those they wanted,

Springfield Public Library Annual Report – 2009

and donating the remainder to the Children's Hospital Book Sale. Shelves were dismantled, trucks loaded, and the move was made on April 30.

Our collection grew exponentially, as Vanessa ordered new items, including DVD's, audio books, and magazines, which we had not offered in Oakbank. Towers of book- filled boxes from end to end seemed to fill up every square inch. Six recent graduates from the Library Tech. program at Red River were hired to assist in cataloguing. Switching from Linux to Destiny meant cataloguing not only newly purchased material, but also the more than 2,000 items that survived the weeding out process from Oakbank.

Volunteers worked alongside the hired workers, who constantly commented as to how amazed they were to see such dedication. Everyone was excited to share in the success of this new venture. Doors were opened to the first patrons in the second week of May, with apologies made for the limited available items, but there were no complaints. Residents were mainly coming in out of curiosity – understanding it would be some time before we could fill THESE shelves!

May 21st and 22nd, we all worked like squirrels during the first snow fall; many staying until late in the evening. Our May 23rd "Grand Opening" was well attended by many, including local residents, many dignitaries, library volunteers, and invited speakers. Excitedly touring the library, cake and coffee in hand, patrons couldn't wait to get to the new books. We opened over 200 memberships during the Grand Opening, circulating over 500 items. Turning books "cover out" made it appear as though there were more titles on the shelves than there actually were at the start, but nothing could hide the fact that we were nearly cleaned out after closing.

Cataloguing was our major priority all summer, but Vanessa did secure a grant to allow for the hiring of a summer student to facilitate the "TD Summer Reading Program." Running during the months of July and August, participants numbered a total of 22 - a fairly low number, but obviously very dedicated, as 2,842 children's materials were circulated during the eight week program.

One cataloguer stayed on staff to allow for a constant increase of materials on the shelves, and in July, Leanne Henry, our Library Assistant was hired to perform necessary day to day procedural duties, such as managing Inter Library Loan tasks, technical support, and increasingly, volunteer co-ordination and training. Once the temporary cataloguing position ended, Leanne became our main resource in that area as well.

In September, three of our volunteers attended training through "Bright Beginnings" to benefit from the instruction dedicated to early childhood development and literacy in order to facilitate "Storytime" sessions in the library. Cherie Denorer, Michelle Minkin and Donna Walby have been running the programs seasonally since the fall of 2009. Well attended, it is one of the few programs available for youngsters in the R.M.

A "Craft-Time" drop-in session for children was extremely well attended, both for Halloween, and Christmas. The library played host to a Christmas Craft and Bake Sale coordinated by Sally Colomy, one of our board members. It brought many new faces in to the library, and was a grand day of community spirit, with young and old visitors gathering on couches, chairs, and leaning against walls, talking about the year's activities, and their pleasurable experiences thus far in the library.

Springfield Public Library Annual Report – 2009

Staff and volunteers alike were kept busy through the remainder of the fall processing materials. By December 31, just over 10,000 items had been catalogued; virtually three times the number of items available formerly in the Oakbank location. With a dedicated toddler/young children's area, a juvenile section, young adult area, in addition to our various adult genres, this facility has greatly improved the R.M.'s attention to the effectiveness of the whole library experience that our residents deserve.

While we were open for just over seven months, we look forward to building a greater partnership with many local businesses and sponsors in 2010.

The dedication of the Board of the Springfield Library, the hard working staff, and our many devoted volunteers make this library not only successful, but possible.

Without the funding and support of Manitoba Culture, Heritage and Tourism, Public Library Services and the R.M. of Springfield, we would still be a small, volunteer-run operation, falling far below the needs of our community.

Definitely a year of growth and learning, 2009 afforded many wonderful opportunities, to share, communicate, and celebrate in the Springfield Public Library. We have every intention of continuing to make this facility the place everyone wants to be- to learn, to play and to share. Evidenced from faces and comments in 2009, we are well on our way!

C. 2009 Statistics

The Library did not have a full 12 months of operation as a full library in its new location. Nonetheless we were able to chalk up some good performance statistics in the 6.5 months we were open.

- Catalogued collection: 10,792
- Items circulated: 15,050
- Magazine subscriptions: 85 monthly: no circulation figure available.
- Computers: Six available for patron use. Actual use not monitored.
- Patrons: 3,041
- Visitors: 22,125

D. Service Outputs and Outcomes (Measuring what matters)

The Springfield Public Library Board and the Manager are devising new reporting methods to give a better picture of how well the library provides services. Future annual reports will expand on the theme of "Measuring What Matters". Stay tuned as we get better at reporting.

D.1. Essential measures:

The Library, as part of the strategic planning exercises facilitated by the RM and the Province of Manitoba PLS Branch that are ongoing in 2010 will begin to define what we want to see in the future as measurable events and services.

Springfield Public Library Annual Report – 2009

- D.1.1. Citizen access and other Customer Service improvements.*
- D.1.2. Integration with Inter-library Systems*
- D.1.3. Support for staff training and development.*
- D.1.4. Useful performance metrics/measurements*

E. Opportunities/Challenges Overview | max length: 2 paragraphs

Growth is the biggest opportunity and challenge followed by developing training programs to build consistency in services provided by and for staff and volunteers.

Our plan is to grow the collection exponentially while building a proper financial model to sustain it for the future.

The Springfield Public Library could not operate without the dedication of its formidable force of volunteers. We simply could not do it without them. Our goal is to invest more in our volunteers in training and in the time we spend consulting with them to ensure our services are consistently top notch.

F. Financial Performance and Accountability

See Auditor's Report attached

See Adopted 2010 Budget attached