

Springfield Public Library

2014 ANNUAL REPORT

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

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

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.

CHAIRPERSON'S REPORT for 2014:

Report from Vince Bennici: Chairman, Springfield Library Board.

2014 Highlights:

A.1. Our Library: At the close of our 5th year, we realize our commitment to become the leisure and recreational centre of our community has been well met. Our manager's motto: "Great Books and SO Much More" is simple, yet powerful, and honest. We have maintained our collection of catalogued materials and added significantly with new publications, many of which have been requested by our own members, through our "Wish List" binder, accessible to our patrons. In addition to our remarkable collection, our offerings of exciting programs, special events and our friendly, open atmosphere have been most appreciated by our community. Held on October 2nd, our first "Elegant Evening of Art, Music, Wine" to increase awareness of the art gallery we house within our facility, and raise funds for the library was a huge success. We look forward to future events of this nature, and anticipate the development of additional, impelling programs and functions that will be enjoyed by all.

A.2. Our Board: We continue to update and implement policy as our library grows with the only change in our members being that of our R.M. Councilor. Karen Lalonde, retired from council, and Shandy Walls filled the vacancy. Karen returned to the board after a brief absence, as regular member. We worked on our Strategic Plan, with the objective of finalizing it in 2015.

A.3. Our Community: Our community recognizes the library as it's central location for services, both as a learning and literacy facility, and as an outlet for recreational and leisure activities for all ages. We appreciate the support and encouragement by the Council and staff of the RM of Springfield, and various branches of the Province of Manitoba.

B: REPORT FROM MANAGER OF LIBRARY SERVICES: Donna Walby Lawson: Below is the information we provide to the community regarding our contact information, services and programs.

Contact Information: Donna Walby Lawson
Phone Number: 204-853-2039 / Cell 204-330-1969
Email: manager@springfieldlibrary.ca
Website: www.springfieldlibrary.ca
Located on Hwy # 206 just North of Hwy # 15 (Dugald Road)

LIBRARY HOURS:

Fall to Spring:

* Tuesday & Wednesday	10:00 a.m. to 8:00 p.m.
* Thursday & Friday	10:00 a.m. to 5:00 p.m.
* Saturday	10:00 a.m. to 4:00 p.m.
* Sunday & Monday	CLOSED

We also close at 2:00 p.m. on the Saturday of Long Weekends. We are closed over the Christmas holidays on December 24-26th, December 31st and January 1, 2015.

Summer: From May long weekend to September Long weekend, we close at 2:00 p.m. on Saturday. Otherwise, hours remain as above.

GETTING THE WORD OUT: For current information, please view our electronic info sign inside the library, check our website, our submission "Springfield Library Corner" in The Clipper Weekly, the highway sign at the end of our drive, or call the Library.

*****MEMBERSHIP IS FREE TO THE RESIDENTS OF THE R.M. OF SPRINGFIELD*****

OUR LIBRARY BOARD is always available for your comments by email at: board@springfieldlibrary.ca
Current Board Members: Chair: Vince Bennici Counselor: Shandy Walls Treasurer: Jack Stafford
Directors: Anne McCombe, Sally Colomy, Karen Lalonde and Terry Hoover.

We also encourage residents who have visited the library to fill in the on-line survey, developed by the Province of Manitoba, on the first page of our website. With your input, we are more able to provide the type of services and programs that best meet the needs of our community. Please, also watch for coming surveys and information that will allow us to provide the highest level of service to our patrons.

VOLUNTEERS: Cherie Denorer, our Library Services Coordinator trains and schedules our volunteers. We have a great team of dedicated volunteers who commit to a minimum of one two hour shift per week to ensure they remain current with our procedures and practices. Many volunteers dedicate themselves to much more than the minimum.

TEENS who have shown an interest have been involved with developing programs at the library for their peer group, as we strive to create "Your Place" for teens. If their high school has a volunteer credit program, Cherie helps establish a volunteer schedule to accomplish this goal. We welcome teens to act as mentors to our young members, with an interest in tutoring and/or assisting in programs such as cooking for kids, art workshops, jewelry making, and more.

Programs and events during the year:

Springfield Library is proud to act as host for the impressive collection of our Signature Artists year 'round. All artists are local, and their works are all available for purchase. Multi-media artist Ida MacKenzie, Painter Genevieve Henderson, Fabric Artists Susan Selby and Kay Nemeth, and Stained Glass Artist Terry Hoover, have their work displayed throughout the facility. If you are a local artisan, craftsperson or artist, we would love to

display your work. We have a display case, which allows us to rotate the creations of newcomers, which has housed such fine work as handmade guitars by Ray, and handcrafted bowls by Norbert.

2014 was the inaugural year of our "ART, MUSIC, WINE" fundraiser. With our signature artists (Ida, Genevieve, Susan & Terry), who donated 25% of sales to the library, local musician Mike Lawson, on the keyboard, with his velvet voice, and delicious hors d'oeuvres prepared by caterer extraordinaire Sally Colomy, and a selection of fine wines, the evening was a huge success. We eagerly await the first Friday of October, 2015 !

PROGRAMS: All programs are free of charge unless otherwise specified at time of registration, thanks to funding from: Bright Beginnings, Healthy Together Now, and other divisions of the Province of Manitoba and the R.M. of Springfield. Registration and information packages are found on the Patron Services Counter, located at the front of the library.

We would love to offer more programs, and have some great ideas, but would love to hear from you- both to request more programs, or to offer to facilitate one. Some suggestions have been:

Mukluk / Moccasin making

Cake decorating

Scrapbooking

Digital Photography- how to take great pictures, download them and print.

I-pods / MP3 players: downloading music to an electronic device.

Heritage gardens

Hair & Make-up: Short cuts and tricks of application.

Wood carving.

Knitting & Crocheting

If any of the above interest you, or you have experience and are willing to help others learn how, please contact Donna.

FOR CHILDREN:

PRESCHOOL: Fall sessions begin mid-October.

Baby Rock 'n' Read runs concurrently with Mind & Body, in 3 eight week sessions until Spring. Melinda Ives facilitates this program. Baby Rock 'n' Read introduces literacy while babies bond with their caregiver in the company of friends. Bright colours, rhyming verses, music and songs, while sitting in a circle helps infants develop name and sound recognition through repetition. Registration not required, and "Drop-ins" are welcome, but we encourage you to call and let us know ahead if you plan to attend. Program time is Friday mornings from 10:00 to 10:30. This program has grown significantly from its start: whether more parents are aware of us, or whether there are more babies- either way, we are thrilled to have you and your wee ones join in the fun!

Storytime: A favourite for preschoolers aged 2-5 years. Three 8-week sessions run on Wednesdays from 10:00-11:00 a.m. A parent or guardian's presence is required to assist with individual children's needs. Miss Cherie engages the children's imaginations through storytelling and craft activities, with special "Party" dates over the year: Pajama Party, Hallowe'en Howl, and Christmas with Miss Cherie, to name a few. Space is limited for this popular program, so please register early.

Mind & Body: Studies prove that children who experience parental involvement while learning have greater success in general, performing more adeptly in school, and other general activities. If children's parents are working, please consider a substitute guardian who will be welcome to participate with your child. Mind &

Body has evolved to incorporate a program that focuses on family interactions. The first and most important play partner and teacher is a child's parent and caregiver. By creating playtime together, a love of learning develops. Facilitated by Melinda Ives, M & B introduces 4 & 5 year olds to games, activities and story time to introduce and develop literacy, numeracy and motor skills through play. Melinda is an amazing facilitator, who engages children in every aspect of this program.

Runs Fridays for three 8 week sessions. Please call or stop in to register. To be of benefit, child must be 4 years old when they start this program. On Professional Development Days, parents may bring their school aged children along to M & B. Parents, please advise Melinda ahead of time how many "extra" participants she will have on P.A. Days so she can prepare.

Kids in the Kitchen: We have been fortunate to continue receiving grant money from various Provincial departments to continue this fun program. Watch for registration forms in September, which will advise the day of the week the sessions will run. For school aged children ages 8+, KITK has been developed by a nutritionist and encourages kids to explore the various aspects of meal selection and planning, preparation and finally, the satisfaction of eating foods they have prepared in the company of friends. Sally Colomy facilitates, providing delicious recipes and natural techniques of encouragement for her students. We will adapt the class schedules to accommodate all who are interested.

Wii for Teens / Tweens: On the 1st, 2nd and last Wednesday evenings of the month, from 6:00-7:45, we invite teens and tweens to come by for a Wii challenge in the Tea Room; Bring your friends.... No need to register. Snacks are provided. Please advise circulation attendant of any allergies so we will remove any snack accordingly. This is an unsupervised program, therefore, attendees must be a minimum of 11 years old to participate.

Dia de los Muertos:

To spice things up, our annual "Hallowe'en Craft Workshop" has a Mexican twist this year. Dia de los Muertos translates to "Day of the Dead", and is celebrated the day prior to All Saints Day, blending with Christian beliefs. Celebrants typically dress as brides and grooms, in recognition of parents and ancestors, who, without the marriage ceremony, would not BE their ancestors. Of course, these bridal party members are now skeletons, with marigolds and chrysanthemums decorating hair, clothing and surroundings. Rather than projecting fear, this is a happy celebration, with dancing skeletons and bright, pretty colours. Sugar skulls are the treat of choice. Up North, here at SPL, as always, sugar cookies, freshly baked, await your touch. This year, we have sourced out cookie cutters in the shape of Dia de los Muertos skulls and skeletons. We have created "Plaster of Paris" masks for you to decorate as you like- we have plenty of examples to inspire you. For younger members, we have our traditional bats and witches and ghosts. We look so forward to seeing your whole family!

ANNUAL CHRISTMAS CRAFT SALE: Saturday, Dec 13th 10:00- 3:00. Tables \$35.00 Call Sally to book your table: 204-853-2172. \$2.00 Admission. Kids under 12 free. Silent Auction and Canteen.

PROGRAMS AND SERVICES FOR ALL AGES:

- Snowshoe Lending Program: We are so excited to be the only library in Canada that lends snowshoes to its members. Purchased with grant monies from Healthy Together Now in an effort to increase family bonding time and physical activity, we were rewarded with a huge response from our members. Due to the demand, this winter snowshoes will be lent for a one week period, to allow other families the opportunity to try them out. We provided information on outdoor safety, and suggestions of areas close by that are enjoyable to "hike along" on snowshoes at 6 sessions throughout the RM. Beginning in December, 2013, we got the program rolling, and were overwhelmed with members requesting to use the equipment. . We are planning on creating a Winter Wonderland on our grounds, to increase the enjoyment level for those who choose to borrow the shoes for a short session on site. Donna is available

to instruct users on the grounds, and welcomes you all to come in for a coffee, tea or hot chocolate which can be purchased at our Circulation Counter, while you warm up after your outdoor experience!

- Summer Camp: Through Green Team, a Provincial Grant, we are able to offer free camp to school aged children. The theme for summer of 2014 is EUREKA!" Stories, crafts and activities focused on this theme, with methods of travel and movement as the topic. We have a great turn out for summer camp, and Cailey Hay, our summer student, is eager and creative. The kids love her. For the past 4 years, we have created a banner, with the theme, year, and cutouts decorated by camp participants stitched on. These banners hang in our MPR all year.
- Summer Story Time: Offered one afternoon a week for preschoolers, summer story time follows the same agenda as Storytime year 'round.
- Summer Arts Sessions: Partnering with Springfield Performing Arts Centre of Excellence (SPACE) we offer a variety of free sessions for our young members. They have participated in: Hip Hop dance, puppetry, Magic, and, for the first time in 2014: Cheer. Instructors come to the library and introduce the arts to children in a familiar environment.
- Toy Lending Library: Year 'round, we now have over 70 games, toys, sports equipment and interactive books we lend out for a 2 week period. This provides an opportunity for parents to let their children try out an item without the expense of purchasing it to find their child loses interest in a short time. A selection of toys available for borrowing, are on the shelf at the north end wall of the library, along with the catalogue showing the whole collection. Favourites this year are: Stilts, Flip Flop Faces, and My Bubble Lawnmower. Please do not remove toys from the shelf, but see the Circulation Clerk who will retrieve your choice of equipment / toys from the storage area. On Saturdays, if staffing and space allows, we display toys in the Tea Room or MPR for better viewing.
- PLEASE BE AWARE that when equipment is borrowed, we provide a detailed description of all components included. We carefully check returns, to be sure all materials are included. Although we commit to care, we suggest that prior to taking the borrowed item(s) home, you take the items aside, and count all pieces, and check for damage before leaving the library. This prevents any discrepancies from occurring if upon return, we find there are components either missing or damaged.

GREAT COLLECTION OF DVD /BLUE RAY MOVIES: In addition to our collection of books, magazines, and other items, we order movies as soon as they are released to DVD for our members. Please note that we charge a small fee for movie rentals (\$1.50 per WEEK) which helps us towards the cost of maintaining the collection.

PUZZLE EXCHANGE: Our entire puzzle collection has been donated by our members. Please feel free to borrow puzzle(s) for an unspecified period. You are welcome to take as many as you like, and take all the time you need to finish them. We have been assured that all puzzles are complete, however, if you borrow a puzzle to find that there are missing pieces, please do not return it to the library, rather, dispose of it to avoid another "Puzzler" from disappointment. If you have complete puzzles you would like to donate, feel free to drop them off anytime.

DROP-IN SATURDAY WORKSHOPS: A variety of Drop in sessions are held over the year, particularly craft sessions with themes centered on holidays and special days, such as Christmas Hallowe'en & Valentines' Day. While children are most intent on participating, teens and adults are just as welcome to show their creative

side. We always provide coffee, tea and beverages for children and most sessions have cookie or cupcake decorating as well.

JEWELRY MAKING WITH NICOLE: Age specific each session. We will advertise the workshops to indicate whether it is for adults, children, or both. If you are interested in jewelry making and have not attended a workshop yet, please call and let us know what type of jewelry you would like to make, and we will contact you when we have registration.

YOGA WITH DENISE: Denise offers Yoga classes at the library on Thursday evenings from 7-8:00. Drop-ins are welcome, or you may purchase a package for 10 classes. Denise will also run daytime classes for varying levels of abilities. Please call the Library in late August for more details, or Denise at 204-228-2322.

RUBBER STAMPING & SCRAPBOOKING: We have many supplies for this activity, but have no instructor as of yet. If you are a competent scrap-booker, and would be willing to give tips to those who are interested, please advise us. In the meantime, we ran a session in the spring for people to play around with the supplies we have, and many cards and mementos were created.

AUTHOR VISITS: From time to time, local authors, having published a book recently, will agree to make a presentation to the members of SPL. Depending on the subject, we invite children, adults, or all ages to come and enjoy these presentations.

TECH TIME WITH JOHN: John Gowron offers his expertise to members with computer questions on the 2nd & 4th Wednesday evening of each month. This is not specifically for adults, however, most school aged members are not in need of such coaching! To meet with John, please email him at : jgowron@mymts.net to set up an appointment. If you need help with this, call the library and we will assist you in making your appointment.

SPRINGFIELD ARCHIVES: Located right in our facility, the archives hold all records since Springfield Municipality was founded. From Land title information to local family history, the archives have it all. Run by dedicated volunteers led by Jack & Yvonne Mavins. Archives Tel # is 204-853-7447.

WISH LIST BINDER: Our "Blue Binder" awaits your wishes. Before entering your requests, PLEASE check our catalogue first to make sure we don't already have a copy of the item you are wanting. Not seeing the item on our shelf doesn't guarantee we don't have it, as it may be checked out to another member, or on the cart to be re-shelved. You may use any of our patron computers, including the search computer located near our DVD section to view our catalogue. If you need help, we are happy to assist. We are willing to consider purchasing or subscribing to the following: Magazines and journals, books, including Large Print, DVD/ Blue Ray movies, TV series, audio books, CD's, toys or sports equipment. Please record the item you wish for in the binder, clearly indicating your name and contact information. (Membership number or Tel. No.) We will contact you once the item is delivered, or to advise you that we are unable to obtain a copy.

FOR ADULT MEMBERS:

TAROT CARD READING BY GAIL: For the adventurous spirit! This is fun, and new! Gail is currently meeting with clients on the 2nd & 4th Wednesday of the month. However, once our fall programs are up and running, we will accommodate interested attendees according to their preference of days. To make an appointment with Gail, please call the library and speak with Cherie or Donna.

BETTER THAN THERAPY BOOK CLUB: Meets on the First Friday of each month. New members welcome. This is a friendly group who loves to share "Pot Luck" snacks as much as the book of the month. Please call Donna if you are interested in joining the group.

CANASTA IN THE TEA ROOM: Ongoing... a lively, friendly group that meets every Tuesday and Thursday afternoons, with new players always made welcome. Coffee and snacks are shared, in a "Pot-Luck" manner. Please call Edna at 204-444-3638 or stop by the library and leave your name and number.

SPRINGFIELD LEGION # 146: R.M. residents of all ages appreciate the Legion's display of artifacts from WWI and assorted items from various branches of the Canadian Military. The display is in the North end of the library. The Legion supports programs for Veterans and serves military in need. They provide bursaries for children, grandchildren / great-grandchildren of Veterans, sponsor youth programs and work on Remembrance Projects to honour all past and present Veterans. You do not need to have a family member as a veteran to join Legion #146. Currently, they have a small membership that meets about 6 times a year, and are seeking new members. Please contact Harry at 204-866-2243, Marg at 204-755-2225 or Clint at 204-853-2061 for more info. This may be an opportunity for you to serve your community in honourable memory of our many Veterans.

SPRINGFIELD GENEALOGY CLUB: Our Genealogy Club has a link on our website for those interested in sharing information and successes of member show have searched their family's ancestry. Allan Williams, who designed our website, also created the G.Club, and is our Master of all things "On-line!" If your are interested in learning or sharing your experiences, check it out! Jack & Yvonne Mavins, our Archives staff, are also willing to assist in your search. See the Archives section in the above section for more details.

PARLIAMENTARY PROCEDURES: This group of avidly interested Manitobans meet to discuss procedures of Parliament, in the Tea Room on the 3rd Wednesday of each month from 5:30-8:00, and welcome you to join them. Please call Donna Walby for contact information.

ANOLA LOCAL MANITOBA METIS FEDERATION: Meets monthly on Saturday mornings from fall to spring/ early summer. Call Jackie at 204-853-7749

PIONEER HOME TOURS: Call Donna to arrange. Admission by donation for tours and: Photo opportunities: Wedding photo's in home, and/ or on Library grounds.

BOOK A ROOM: If you have an event coming up and either do not have the space in your home, parking for everyone, or just prefer to hold it elsewhere, we have very reasonable rates to rent our Multipurpose Room, which is approximately 800 sq. ft., or our Tea Room, about 300 sq. ft.

Rates are as follows: Personal bookings for parties, showers, etc. \$25.00 per hour, with 30 minutes before and after to prepare, and clean up.

Non-Profit group meetings: No charge during library hours. \$15.00 per hour outside of library hours.

For Profit Bookings: \$25.00 per hour with 30 minutes before and after for preparation and tidying up.

Please contact us for a Room Booking Agreement if you wish to rent space. We require 50% of the net fee, or a minimum of \$25 upon booking. (\$15 for Non-profit) Full details are provided in the agreement.

We have many groups using the facility as the community becomes aware of this option. Please note that Annual Contracts are subject to renewal to allow other organizations and groups the opportunity to use the Library's facilities.

HOW DO I.....? ... (IN AND ABOUT THE LIBRARY)

To access your account on line, each Library Member has a username, typically your first initial and last name. For example: dwalby Your password is the last 4 digits of your telephone number. (eg. 2039) You are

welcome to select a different password if you prefer, either at the time of opening your account, or later on. Just let us know, and we will assist you. Log in to our website www.springfieldlibrary.ca and sign in to your account. You can look at items you are currently borrowing, renew materials with the exception of movies and magazines, put holds on items, and view our catalogue. You can also phone the library, or email Cherie (cheriedenorer@gmail.com) or Donna (manager@springfieldlibrary.ca) for assistance.

If you would like to borrow an item we do not hold in our collection, access the link for Interlibrary Loans from our website, or enter <http://maplin.gets-it.net> in the search bar of your computer or device. We will contact you once the item is received.

Ebsco Host is a dedicated search engine that is available to library members, and includes games for kids, and reference materials for all ages, such as “Searchasaurus Elementary School” option that is complete with erupting volcanoes, dinosaur guide and compass, and is an easy way for young researchers to experience online searching.

Too varied to list here, please click on the link on our Home Page to access this incredible accumulation of many databases including more than 2,000 journals, magazines, biographies, maps, photos, and NoveList: a readers’ advisory service which provides access to 155,000+ fiction titles and a wide range of feature content including author read-alikes, book discussion guides, and reading lists.

The login I.D. for EbscoHost is the same for all members:

Login name: springfieldmb Password: volunteer

eLibraries: Our link to electronic readers. Whether you have a Kobo eReader, or use one of many other eReaders or android devices, access eLibraries Manitoba (eLM) from the link on our website. Your member login is the same for eLibraries as in the Library itself.

C: Statistics:

We continue to grow in all areas as more residents become aware of our services. Displaying “Springfield Public Library – Dugald 204-853-2039” on door magnets on my car caught the attention of many, who still weren’t sure of our location. School visits and community events also drew in new members.

Catalogued Collection : 31,670

Items circulated 60,855

Magazine Subscriptions: 85

Computers: Adult: 6

Children’s: 4

Members: 3,867

Non-resident Members: 4

Visitors: 37,968

Interlibrary Loans processed: 353

D: Partnerships and Appreciations:

We are fortunate and grateful to benefit from the resources, financial, and by way of “manpower” through their dedication, expertise, and commitment to the R.M. of Springfield and more specifically, its library, from the following: The volunteer members of the Springfield Public Library Board, Reeve, Council and staff of the R.M. of Springfield, and all of our library volunteers.

Manitoba Culture, Heritage & Tourism, Public Library Services, the R.M. of Springfield and “Bright Beginnings,” (through the Province of Manitoba) for our funding, for operating costs and programs.

Our small staff with big hearts, as they have come to be recognized, is comprised of Cherie, Heather and Christine, Tia and Kristi. These special women create a hospitable atmosphere, with warmth and energy that serves to welcome our members time and again. Our priority being friendly, efficient service is evident in each area of circulation, programming and special events.

In the end, our library would not exist without the support of our growing number of members. From our Biblio-Babes attending Baby Rock’n’Read to our wise, vibrant senior citizens, we are pleased to have the opportunity to serve you and look forward to many years of continued service to the community.

E: Financial Performance and Accountability

See Auditor’s report: Attached