

## Springfield Public Library

### 2016 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, culture related, and literacy needs of the community.

#### CHAIRPERSON'S REPORT for 2016:

Report from Jack Stafford- Chairman, Springfield Library Board.

#### **2016 Highlights:**

**A.1. Our Library:** At the close of our 8<sup>th</sup> 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. Adding excitement to our facility, our Winter Family Fun Fest and Art, Music Wine events are inclusive for the whole community, and we have found our members love coming to the library no matter the occasion; they feel at home.

**A.2. Our Board:** We continue to update and implement policy as our library grows. We appointed two new board members: Doreen Palidwor and Hubert Labossier, whose familiarity and ties to the community are very strong, allowing our Board to move forward with combined commitment and strengths.

**A.3. Our Community:** Our community recognizes the library as its 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](mailto:manager@springfieldlibrary.ca)

Website: [www.springfieldlibrary.ca](http://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

**Fall to spring:** We also close at 2:00 p.m. on the Saturday of Long Weekends. We are closed over the Christmas holidays on December 24-26<sup>th</sup>, December 31<sup>st</sup> 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](mailto:board@springfieldlibrary.ca)

Current Board Members: Chairman/Treasurer: Jack Stafford Counselor: Shandy Walls

Directors: Anne McCombe, Ron Colomy, Karen Lalonde, Hubert Labossier and Doreen Palidwor.

**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, heat press designs, 3D "printing", 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 Artist Susan Selby, and photographer Mariel Gobeil have their work displayed throughout the facility. If you are a local artisan, craftsperson or artist, we would love to display your work on a monthly rotation basis.

In addition to our Art Gallery, we include moccasin & mukluk, jewelry and woodturning goods that local artisans have created, which we sell on commission. This helps local artists while allowing for some income for the library.

2014 was the inaugural year of our "ART, MUSIC, WINE" fundraiser. 2016, our 3<sup>rd</sup> year, saw young, local musicians display their considerable talent. Sisters Laura and Emily opened with violin / viola duets, followed by Nic Dyson; guitar and vocals. Matthew Sawatski wound the evening up with his gentle voice and

guitar. With our signature artists (Ida, Genevie, Susan & Mariel), who donated 25% of sales to the library, and local art teacher Christine Deckert providing a number of art student's paintings to display in our East Gallery, there was delightful, vibrant and thought provoking art for every guest to appreciate. Delicious appetizers, thanks to staff and volunteer teamwork and a selection of fine wines ensured the evening was a huge success. We eagerly await A.M.W. 2017 !

We held our 1<sup>st</sup> **Annual WINTER FAMILY FUN FEST** in February. Partnered with the local Football Club, Sunrise Coyotes, with Healthy Together Now (IERHA) support, and volunteers that included not only staff and our dedicated volunteers, but many family members, along with members of the Coyotes. The RM built up a sliding hill on the grounds, we had Snowshoe Races, stories with "Uncle Ron" (Board member Ron Colomy) in the big tent, where visitors learn about early Canada, view furs and trapping implements, long guns and clothing, all inside the traditional tent. With a woodstove burning in the corner, we couldn't resist making maple sugar candy for kids of all ages. Snow football was played out front, while our gazebo hosted our "Make a Bird Feeder" station. Next to the snowshoe race course, was Chuck Chuck the Chicken. Chuck, a rubber chicken weighed down with dried legumes, is chucked by contestants, with the furthest chuck winning an award. We had a fantastic day, with many families happy to have such a fun festival right at home. We look forward to February 2017, to create a tradition!

Photo: Visitors trying on "Capos" - traditional jackets, some displaying Long Guns. (Red jacket & Black derby hat is Ron Colomy, Board Member. Manager of Library Services, Donna Walby, in white capot and red snow pants)

**PROGRAMS:** All programs are free of charge unless otherwise specified at time of registration, thanks to funding from: Bright Beginnings, Healthy Together Now, Public Library Services 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- either to request more programs, or to offer to facilitate one. The past few years have seen the following new programs put in place as requested by our members:

- Mukluk / Moccasin making workshops
- Scrapbooking
- Wood carving.
- Knitting & Crocheting

If you have experience and are willing to help others learn to master your particular hobby, please contact Donna or Cherie at the library to discuss.

## 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.

**(Photo of "Miss Cherie" and her very attentive audience)**



**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.

As the above programs have been running for 6-8 years, youngsters who participated since have grown, and continue attending other library programs. Children and parents alike see the library as a safe, yet fun environment with so much happening to interest the whole family.

**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. A qualified facilitator is required, with a "Safe Food Handling" certificate. Nicole Barendregt leads the group this year, providing delicious recipes and enthusiastic support for her students. Nicole comes from a family of 9 children, so teaching this class is just like being at home! We will adapt the class schedules to accommodate all who are interested.

**Nicole with Kids in the Kitchen group.**

**Wii for Teens / Tweens:** On the 1<sup>st</sup>, 2<sup>nd</sup> 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.

**“SALLY COLOMY ANNUAL CHRISTMAS CRAFT SALE:** Saturday, Dec 10<sup>TH</sup> 10:00- 3:00.

This sale was the pet project of Board Member, Sally Colomy, every year since opening in 2009. Sadly, Sally passed away in February 2015, prompting us to hold future sales in her memory.

Tables \$35.00 Call Cherie or Donna to book your table: 204-853-2039. \$2.00 Admission. Kids under 12 free. Silent Auction and Canteen.

### **PROGRAMS AND SERVICES FOR ALL AGES:**

- **Snowshoe Lending Program:** In December, 2013, with grant monies from Healthy Together Now in an effort to increase family bonding time and physical activity, we got the program rolling, and see a steady pattern of use. Partnering with local schools, we lend both equipment, and an assistant, at the school's request. 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. 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 2016 was WILD! 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.
- **Photo: The day the fire department visited the Library during Summer Camp, and banners made by Camp kids over the years.**

- **Summer Story Time:** Offered one afternoon a week for preschoolers, summer story time follows the same agenda as Storytime year 'round.
- **Summer/Vacation 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 2<sup>nd</sup> & 4<sup>th</sup> 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](mailto: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:**

**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 you 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.

**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. Photo opportunities: Wedding photos 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. with food/beverages allowed = \$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.

**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](http://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](mailto:cheriedenorer@gmail.com)) or Donna ([manager@springfieldlibrary.ca](mailto: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.

**NNELS:** an online library of books in DAISY, MP3audio, and e-text formats for individuals with print disabilities. Braille readers can read books from NNELS with refreshable braille display machines. Specialized fonts, such as Open Dyslexic, aim to turn letters into shapes, and can be installed on computers to help make reading easier. A variety of software options can make books accessible on computers. Check with us at the library , or visit online at nnels.ca.

### C: Statistics:

We continue to grow in all areas as more residents become aware of our services through Facebook, the website, word of mouth, and growing families. School visits and community events also draws in new members. As our shelves fill, we find ourselves weeding out older, less circulated materials to allow for current publications.

Catalogued Collection: 38,860

Items circulated: 57,745

Magazine Subscriptions: 65

Computers: Adult: 6

Children's: 4

Members: 4,255

Non-resident Members: 4

Visitors: 47,966

Interlibrary Loans borrowed from other libraries: 620 / Lent to other libraries: 706

Website visits: 12,333

Patron Computer sessions: 1,912

...and, we answered 5,196 inquiries!

## **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) and “Healthy Together Now,” a branch of the Interlake Eastman Regional Health Authority, 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 Mary. These special women create a hospitable atmosphere, with warmth and energy that serves to welcome our members time and again. Our priority delivering 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