

1999

Flin Flon
Public
Library



ANNUAL REPORT

FLIN FLON PUBLIC LIBRARY

Twenty-fifth Annual Edition
1999

Serving

<u>City of Flin Flon, Manitoba</u>	6572
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<u>Town of Creighton, Saskatchewan</u>	1713
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Rural Areas

Baker's Narrows, Manitoba

Big Island, Manitoba

Schist Lake, Manitoba

Sandy Bay, Saskatchewan

Cranberry Portage, Manitoba

Pelican Narrows, Saskatchewan

Denare Beach, Saskatchewan

FLIN FLON PUBLIC LIBRARY

Library Board - 1999

Bob Frazer Buz Trevor Val Dixon Angie Simpson Murray Smith *Blaine Veitch "Bunny" Burke	Chairman Vice Chairman Creighton Council Representative Flin Flon Council Representative Member Member Secretary
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Library Staff - 1999

Gretta Redahl Phyllis Stadnick Joan Reich Shelley McDuff Robin Gallbraith Trudy Adair Angie Manders Melissa Strom Tasha Brough *Candace Chornoby	Library Administrator Library Assistant Senior Cataloguing Librarian Circulation Clerk Circulation Clerk (April 1999) Student Page Student Page Student Page Student Page Student Page
Tyler Mitchell Kathleen Delgatty	Special Project - Technology Special Projects - <i>Friends of Library</i> Admin/Technology



Chairman's Report

We congratulate Murray Smith for the completion of 25 years' service as a member of the Flin Flon Library Board.

During the year we regretfully accepted the resignation of long-standing staff member Joan Reich. Her position was ably filled by Shelley McDuff.

Strategic Plan

A committee was formed to develop a strategic plan for the Library. This plan was developed to clearly spell out the future plans and objectives for the Library.

Policy Committee

During 1999 the policy committee completed their work on a set of rules for the use of the Library computers and the Internet. These rules embrace a wide range of issues including charges for the use of the computers and the fair allocation of time on these machines. With our Internet rules we have attempted to provide, as much as possible, unfettered access to information while still protecting the Library from computer viruses. There is no censorship for adults but limits have been placed on the access privileges of minors.

Canada Manitoba Business Service Centre

Jointly funded by the Federal and Provincial Governments, this centre was established to aid aspiring entrepreneurs in setting up and managing new businesses. In the Library, this centre comprises several shelves of books, computers and tutorial software.

New Programming

The new "info-pod" can provide a wealth of information to someone who knows how to use it. With this in mind and with financial support from HRDC (the Human Resources Development Centre) and Manitoba Education and Training the Library has carried out several training programs. These programs allowed two young community adults Christi Wilson and Roxanne Stadnick to provide additional services within our organization and as well develop their own skills primarily through self-directed learning. The programs were developed and co-ordinated by Kathleen Delgatty. Some of these programs were:

- Surf and Play Program – A program for young parents funded by Youth Services Canada through HRDC and Manitoba Education and Training to gain Internet skills
- HRDSC Job bank Kiosk – A software installation to be used by the community in search of jobs.
- Seniors Program – A training program to give seniors the skills to use the Library's book search software and to access the Internet.
- Business Program- A program developed to assist those researching business opportunities or developing business plans.

I am happy to report that the public has become aware of the "info-pod" and consequently its utilization has increased dramatically.

On behalf of the Board, I would like to express our appreciation to Gretta Redahl and all the other members of the staff for their continued drive to improve the services and capabilities of the Library.

G.R.Frazer

ADMINISTRATORS REPORT for 1999

1999 was a year of constant change and growth. We are ever more aware that new skills are needed and people are coming to the Library looking for support in their quest for learning.

As our Chairman has reported this was indeed a productive year. Our year started with a reception honouring the work of our Board member Murray Smith. Murray's contributions to the library over the past 25 years have been numerous and valuable. His conscientious nature is appreciated by all.

Hi-lights for the year include:

1. Celebration of Family Literacy Day on January 27, 1999. We joined with the local Read to Me program in celebrating this event.
2. Lokken Training consultants from Prince Albert continue to deliver courses in one of our meeting rooms- we are able to assist students to use the InfoPod to do their research.
3. The Feb.23 1999 opening of the Canada Manitoba Business Resource Centre regional Flin Flon site within our Library has provided a much needed service in our community. With a direct connection to the provincial site in Winnipeg through the Internet, northern citizens have access to excellent resources to meet their business needs. New print material is also available. We provide limited research support for our clients.
4. Staff education remains a priority. PLS conference remains an important link in updating skills and networking. Thank-you to Wayne Warren for providing leadership in technology last September
5. Special projects are becoming an integral part of our programming. Surf and Play was extremely touching to see -the young children and parents working on their technological skills together.
6. Many community-based programs are finding partnering with us very successful. The Virtues Program, the Friendship Center Employment programs to name just two have found our resources useful to support their goals.

After 15 years of service Joan Reich retired from the Library. Her knowledge, kindness and wisdom were a gift to us all. We wish her well in her new life in southern Manitoba.

The support from the community continues to grow and we are thankful for all the donations and contributions. With the increase in the price of books we are challenged to maintain our collection.

I wish to extend my grateful thanks to the Library Board of Directors and to each and every member of our Staff for all the hard work as we try to create a more progressive role for the Library in the 21st Century.

Gretta Redahl

Library Holdings 1999

	1996	1997	1998	ADDED	WITHDRAWN	1999
<u>Adult Books</u>						
Adult Non-fiction	8579	8539	8694	532	262	8964
Adult Fiction	5179	5344	5415	285	116	5584
Youth Non-fiction	601	474	0	0	0	0
Youth Fiction	1129	248	175	0	104	71
Uncat. Pocketbooks	2032	1869	1788	368	314	1842
C/MBSC Books	-	-	0	93	0	93
Subtotal	17520	16474	16072	1278	796	16554
<u>Children's Books</u>						
Junior Non-fiction	2149	2069	2131	76	13	2194
Junior Fiction	1947	2084	2017	65	30	2052
Beginner Reader	3041	3043	2968	299	237	3030
Subtotal	7137	7196	7116	440	280	7276
Downstairs Level	429	130	130	1076	0	1206
TOTAL	25086	23800	23318	2794	1076	25036
<u>Non-print/Misc.</u>						
Computer Disc	25	30	30	4	1	33
Newspaper/Periodicals	49	47	48	3	0	51
C/MBSC Magazines	-	-	-	15	0	15
Donated	59	62	62	0	0	62
Bound Periodicals	113	113	151	0	0	151
Record/Cassettes	68	69	69	0	0	69
Toys	188	215	224	9	10	223
Subtotal	502	536	584	31	11	604
Talking Books [1]	131	143	143	0	0	143
C/MBSC Audio	-	-	-	3	0	3
Vertical File	204	209	209	0	0	209
Telephone	96	96	96	0	0	96
Gov't documents	125	165	165	0	35	130
Sound Print	359	497	510	38	0	548
Videos [2]	555	651	701	70	331	440
C/MBSC Videos	-	-	-	20	0	20
Subtotal	1470	1761	1824	131	366	1589
Large Print	10	94	131	74	30	175
Reference	4	13	15	58	30	43
C/MBSC Reference	-	-	-	30	0	30
French	0	20	124	3	0	127
Subtotal	14	127	270	165	60	375
TOTAL	1986	2424	2678	327	437	2568
GRAND TOTAL	<u>27072</u>	<u>26224</u>	<u>25996</u>	<u>3121</u>	<u>1513</u>	<u>27604</u>

Membership 3993

Notes

[1]: Talking books were recatalogued as Sound Print

[2]: Videos were not discarded but placed downstairs out of daily circulation

Library Circulation 1999

	1996	1997	1998	1999	variance
Adult Books					
Adult Non-fiction	8389	8152	7877	9127	1250
Adult Fiction	9486	9988	9306	10556	1250
Youth Non Fiction	100	79	6	0	-6
Youth Fiction	607	279	124	14	-110
Large Print	90	198	451	949	
Large Print PLS	424	458	494	473	-21
Unaccessioned PBKS	7575	7685	7348	8445	1097
C/MBSC Books			0	61	
Magazines	683	845	813	986	173
Inter-Universities North	128	81	118	100	-18
Children					
Junior Fiction	2861	2576	2142	3162	1020
Junior non-fiction	1821	1817	1830	2752	922
Beginner Reader	9292	8837	8977	9759	782
Subtotal	41456	40995	39486	46384	
Films	0	0	0	0	0
Records	0	12	19	0	-19
Cassettes	14	12	4	4	0
Talking Books	265	302	63	51	-12
Talking Books-PLS	13	10	13	51	38
Talking Books-C/MBSC	-	-	0	2	2
Toys	114	155	0	88	88
ILL-Received	682	728	528	590	62
ILL-Sent to	117	129	276	405	129
Videos	5616	3968	3133	3689	556
Videos-PLS	693	714	490	386	-104
Videos-C/MBSC	-	-	0	10	10
Vertical File	207	177	73	48	-25
Foreign Language-French	2	18	0	63	63
Foreign language PLS	0	4	3	0	-3
Sound Print Library	381	528	700	867	167
Subtotal	8104	6757	5302	6254	
InfoPod Centre					
InfoPod	-	-	624	0	
Computer Disks	403	463	0	61	61
Word Processing	-	-	0	247	247
E-mail	-	-	252	467	215
Internet	-	-	0	1611	1611
Research	416	600	786	1500	
Internet Research & Education		2500	0	164	
Subtotal	819	3563	1662	4050	
GRAND TOTAL	50379	51315	46450	56688	

STATEMENT OF REVENUE AND EXPENDITURE

YEAR ENDED DECEMBER 31, 1999

	<u>1999</u>	<u>1998</u>
REVENUE		
City of Flin Flon - Grant (Note 3)	\$ 76,442	\$ 82,107
Town of Creighton - Library Board Levy	10,000	8,500
Province of Manitoba - Operating Grant	56,765	56,765
Province of Saskatchewan Grant	8,500	8,500
Youth Employment Program	14,817	-
Manitoba Canada Business Resource Centre	743	-
	<u>167,267</u>	<u>155,872</u>
REVENUE OTHER		
Donations	2,884	2,685
Overdue book fines	2,463	1,865
Copying charges	5,515	5,222
Rotary room rental	6,821	2,843
Parking stall rentals	963	1,156
Book Sales	5,452	2,602
Interest	2,683	2,045
Goods and services tax	2,987	2,168
Sales - Handicraft	175	519
E-mail	2,294	537
Fax	1,087	712
Music	13	-
	<u>33,337</u>	<u>22,354</u>
TOTAL REVENUE	200,604	178,226
TOTAL EXPENSES - per schedule	<u>205,634</u>	<u>172,678</u>
INCOME (LOSS) FROM OPERATIONS	(5,030)	5,548
TRANSFER TO (FROM) SPECIAL RESERVE	<u>(5,030)</u>	<u>5,548</u>
NET INCOME FOR THE YEAR	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes.

SCHEDULE OF EXPENSES

YEAR ENDED DECEMBER 31, 1999

	<u>1999</u>	<u>1998</u>
EXPENSES		
Archives	\$ -	\$ 355
Audit	1,000	1,000
Bank charges, penalties and interest	665	555
Books	31,880	14,148
Continuing Education	110	320
Express and delivery	520	234
Furniture and equipment	8,645	7,949
Goods and services tax	5,227	3,794
Honeywell expense	-	5,665
Insurance	722	714
Janitorial contract and supplies	5,928	6,241
Magazines and periodicals	2,252	2,944
Maintenance and repairs		
- Building	1,111	2,207
- Equipment	-	45
Membership fees	455	302
Publicity and promotion	771	855
Salaries and employee benefits	103,829	102,971
Stationery and library supplies	4,001	2,452
Supplies for copy machine	3,548	2,683
Telephone	1,952	1,970
Training	2,804	-
Travel and conference	424	889
Toys, records and tapes	4,667	3,831
Utilities	10,306	10,554
Youth Employment Program	<u>14,817</u>	<u>-</u>
	<u>\$205,634</u>	<u>\$172,678</u>



NEW DIRECTIONS

***Our Flin Flon /Creighton Public Library is a community focused resource centre.
We maintain the traditional role of the Library while embracing new technologies.***

Mission Statement

The expansion of the "InfoPod" in Flin Flon Public Library this year marks a step further into providing increased communication within this area and beyond as we approach the 21st Century. With the Opening of the Canada Manitoba Business Service Centre and the Human Resources Development Canada Kiosk we strive to improve our information services to the community.

The "InfoPod" the centerpiece of our CAP site is both a physical community and a virtual community - a pod with state- of-the-art computers and equipped with sophisticated software . Our InfoPod traffic continues to grow. The InfoPod has attracted people to our Library that maybe would not have come otherwise and as a bonus we see an increased interest in reading-not a decrease as some tended to be concerned about.

We are in the process of redeveloping our website and offering a range of on line services. We are "going global." This year we were able to purchase a laptop computer and with this addition our ability to promote our services to the community is strengthened. Our special projects including our special programs such as "Surf and Play" ,Senior Internet Awareness classes,self-directed learning programs have provided a rich range of opportunities for our community.

The year 2000 promises to be an exciting one- we are truly striving to become a learning community and at years end we were given support by the Office of Learning Technologies to develop a project under their Community Learning Net work program.

"Real learning gets to the heart of what it means to be human. Through learning we recreate ourselves. Through learning we become able to do something we never were able to do. Through learning we re-perceive the world and our relationship to it. Through learning we extend our capacity to create, to be part of the generative process of life.

There is within each of us a deep hunger for this type of learning. "

Peter M. Senge, The Fifth Discipline