

CIRCULATION

	2009 TOTAL	2008 TOTAL
PRINT MATERIALS		
Adult Fiction	69,105	71,586
Adult Non-fiction	24,052	22,479
Magazines (Adult & Children)	14,214	15,929
Language Materials	292	174
Young Adult Fiction	12,899	12,077
Young Adult Non-fiction	2,000	1,915
Children's Fiction	76,183	75,692
Juvenile Non-fiction	7,212	6,431
	<u>205,957</u>	<u>206,283</u>
NON-PRINT MATERIALS		
Audio Books	8,196	7,160
eLibraries Manitoba Digital books	343	173
Videos	6,704	7,231
Audio Kits - Read-a-longs	1,303	2,072
Language Kits	52	275
	<u>16,598</u>	<u>16,911</u>
PLS BLOCKS		
Audio Books	0	0
Large Print	0	0
Miscellaneous	0	0
	<u>0</u>	<u>0</u>
TOTAL	222,555	223,194

INTER-LIBRARY LOANS

Borrowed Books	561	621
Books Lent	2,445	1,992
Borrowed Microfilm/fiche	0	0
Talking Books from PLS	0	0
Requests not found/cancelled	423	430
TOTAL	3,429	3,043

Blocks borrowed from PLS

Audio Books	0 (No shelf space)	0 (No shelf space)
Large Print Books	0 (No shelf space)	0 (No shelf space)
Korean & Vietnamese books	0 (No shelf space)	0 (No shelf space)

HOLDINGS

Books		
Adult Fiction	23,324	23,040
Children	17,796	7,761
Young Adult	4,345	13,016
Young Adult non-fiction	1,696	1,639
Adult Non-fiction	14,759	14,174
Juvenile non-fiction	3,521	3,274
Reference	395	375
Large Print	925	1,088
Misc		0
TOTAL BOOKS	66,761	64,367
Other Materials		
Magazine Subscriptions	162	144
Newspapers	3	3
Audio Books	2,301	1,997
Videos / DVD	2,531	2,356
Language Kits	177	181
CD CNIB	178	388
Vertical File	33	25
German language books	367	292
	<u>5,572</u>	<u>5,386</u>
TOTAL HOLDINGS	72,513	69,753

MEMBERSHIPS

Steinbach Adult	7,767	7,315
Steinbach Juvenile	1,133	1,095
RM of Hanover	2,143	1,996
Non-Resident	1,551	1,429
Inactive Patrons	0	0
TOTAL	12,594	11,835

JAKE EPP LIBRARY

Statement of Operation for the Year ending December 31, 2009

	2009	2008
REVENUE		
Grants		
Province of Manitoba	\$99,561.00	\$99,561.00
Provincial Technology Grant	\$3,536.98	
City of Steinbach	\$226,107.89	\$221,153.29
RM of Hanover	\$3,400.00	\$3,400.00
Non-Resident Fees	\$39,579.70	\$37,067.00
Investment Income	\$1,230.42	\$5,999.09
Miscellaneous Income	\$60,949.25	\$59,799.39
TOTAL REVENUE	\$434,365.24	\$426,979.77
CAPITAL EXPENDITURES		
Books and Periodicals	\$49,258.26	\$42,703.89
Furniture, Fixtures, Equipment	\$14,380.50	\$7,246.19
TOTAL CAPITAL EXPENDITURES	\$63,638.76	\$49,950.08
OPERATING EXPENDITURES		
Advertising	\$798.49	\$221.49
Acquisition Processing	\$4,020.30	\$2,633.88
Computer Services & Supplies	\$10,887.92	\$9,440.35
Library and Office supplies	\$10,518.87	\$13,342.70
Miscellaneous	\$4,892.58	\$4,489.56
Programs	\$5,907.43	\$3,709.16
Rent & Janitorial Services	\$91,396.17	\$90,809.59
Yard and Building Maintenance	\$2,100.00	\$2,100.00
Salaries & Employee Benefits	\$221,110.09	\$200,744.44
Staff Education	\$2,282.11	\$1,777.25
Telephone	\$4,204.29	\$5,724.17
Moneris Fees	\$528.63	\$511.74
Travel and Conference	\$1,443.42	\$1,423.15
Goods and Service Tax- Net	\$0.00	\$0.00
Cash (Short <Over>)	-\$20.65	\$33.96
TOTAL OPERATING EXPENDITURES	\$360,069.65	\$336,961.44
TOTAL EXPENDITURES	\$423,708.41	\$386,911.52
NET REVENUE	\$10,656.83	\$40,068.25

MEMBERSHIP FEES

Residents of Steinbach - No fee
 Non-Residents - \$70.00 annually
 Some municipalities offer partial rebates



JAKE EPP LIBRARY 2009 ANNUAL REPORT

Providing Library Services
 for the Residents of
 The City of Steinbach
 Population — 11,066

and the Surrounding Area

*The mission of the Jake Epp Library
 is to make a wide variety of print, audio
 and visual materials available to as many
 community residents as possible to
 promote individual life-long learning.*

Hours of Operation

Monday-Friday 10:00 a.m.-9:00 p.m.
 Saturday 10:00 a.m.-5:00 p.m.

255 ELMDALE STREET
 STEINBACH, MANITOBA
 R5G 0C9

www.jakeepplibary.com



BOARD MEMBERS

Jon Sawatzky - Chairperson	Lloyd Funk
Jac Siemens - City of Steinbach Councilor	Vern Falk
Phyllis Toews	Barb Guenther
Bonnie Koop	

2009 CHAIRPERSONS' REPORT

The Jake Epp Library is a unique attribute of the city of Steinbach. It is a special place, represented by an amazing staff that work diligently and caringly to serve our community. As we continue to grow, our goal is to ensure that we're building on the strong foundations that have been forged in the community. We strongly value character, integrity, and actively seek to further public education, innovation, and relationships within our community.

The Jake Epp Library serves a broad range of patrons from Steinbach and the surrounding area who utilize the library in very different manners. There are patrons who visit the library to browse the internet, rent movies and borrow materials from our extensive collection. There are members who rent our common room and participate in several of our outstanding events, such as Story Hour, Author Readings, Summer Reading Program, and Family Literacy Day. We are extremely fortunate to be supported by Friends of the Library. Without the dedication and support of the organization along with Loraine Trudeau (Head Librarian) and the entire staff, these events would not be possible.

2009 was an eventful year in which we balanced our budget, planned for future expansion, and grew our collection. Shelf space was at a premium and difficult decisions had to be made to ensure that the collection was optimized without sacrificing customer needs. 2010 will provide new opportunities as we're briskly advancing towards expansion. The City of Steinbach recently passed the first reading of the library expansion and on behalf of the Board, I would like to thank Mayor Chris Goertzen and fellow council members on ensuring that the Jake Epp Library will be able to grow alongside the city of Steinbach. Lastly, the passing of the motion is a tribute to the dedication of our patrons and staff as they've endured tight spaces over the past number of years. I sincerely hope that they'll bear with us for a few more months until construction ends in 2011. I can assure everyone that the inconvenience will be worth the wait!

Respectfully submitted by Jon Sawatzky, Board Chair, February 2010

LIBRARIAN'S REPORT 2009

It is again my pleasure to present the Jake Epp Library's Annual Report. Once again, another year has flown by all too quickly. For the 5th consecutive year the Jake Epp Library has been the most used library in the Province of Manitoba per capita. The Library plays a unique role as a welcoming community gathering place, as a center for lifelong learning for all ages, as a gateway for literacy and citizenship.

We are a growing community and the library has become more important than ever. In these tough economic times we know the library is needed more than ever.

We continue to be grateful for the many ways our community supports the library. Dedicated volunteers, generous local businesses and organizations, and financial contributions large and small from many individuals help keep the bookshelves stocked and the information and ideas flowing.

There was always something going on at the Jake Epp Library!

Like Author Readings, Story Hour, Baby & Me, Summer Reading Program and much, much more.

Thank you to all my staff for continuing to provide courteous and professional library services to our patrons, and for working hard to keep up with all the programs and the day to day operations. It is because of our competent people that the library is such a success in our community. People love coming to the library because they always receive a warm welcome from the staff!

A special thank you goes to the Library Board for their direction and support. They are all only a phone call or email away, and always willing to lend a hand where needed.

And last but not least, to Public Library Services who provide us with information, resources and support to help us be the best that we can be!

Respectfully submitted by Loraine Trudeau, Head Librarian, February 2010

2009 HIGHLIGHTS

- Due to lack of space at the library we could not hold our annual pajama party this year. Instead we celebrated our new mascot "Paige Turner's" 1st birthday. Over 100 children and their parent came by for a piece of cake and milk and watch Paige blow out her first candle.
- We held our first author reading on January 8 with local author **Jane Heinrichs**. She wrote and illustrated the book "**Magic at the Museum**". By fall of 2009 her book was on the bestsellers list.
- Our second author reading was held on January 17. **Kellie J. Winzinowich** read from her newly published poetry book titled "**Simply Reflected**".
- February started with the library hosting a duo author reading. **Armin Wiebe** who wrote "**Tatsea**", and **Maurice Mierau** read from his book of poetry "**Fear Not**".
- March - Spring Break was a very busy time for the library.
- April we participated in the new province wide program called "On the same Page". The book chosen for this new program was "**In Search of April Raintree**", written by **Beatrice Mosionier**. We invited Beatrice to the library to do a reading from her book and what a great event it turned out to be.
- May started with another author reading. Local author **Barbara Ann Derksen** read from her books "**Mind trap**" & "**Vanished**".
- May - The "**Friends of the Library**" came up with the idea to hold a silent auction to raise funds for the future library expansion project. The local creative community's generosity came flooding in. Many beautiful prizes were donated to the auction. All funds raised will be used for furniture and fixtures in the new library.
- In June, Loraine Trudeau, with her Summer Reading Program Team visited 9 elementary schools to promote the Summer Reading Program. They brought along the grand prizes that could be won by the children who participated in the program. The theme for this year was "**Agent 009**". This year we received support from many businesses in Steinbach. 562 students registered for the program and the children were excited to read all summer long.
- August 20th we had our Summer Reading Program wrap-up Party. Due to rain our local Legion graciously allowed us to use their facility. Students read over 25,480 books in 7 weeks. Many children won weekly prizes. We gave away 7 grand prizes, which were donated for the program. The **Jake Epp Library Board** donated a Wii bundle as the Grand prize.
- September - our Fall Story Hour session was again filled to capacity.
- September we received a grant from the **South Eastman Early Years Regional Team** which allowed us to start a new program called "**Baby and Me**" This program is for parents and children ages 0-3 years.
- September we introduced another new program for families. "**Toddler & Me**" The interest in this program was so great that it filled up in a few days.
- September we received a grant from the **Winnipeg Foundation** to run a "**Family Book Making Program**". What fun parents had creating books with their children.
- September brought many schools to our library for tours and story time.
- October we had another author reading. Author **John Hodgert** performed with music and words from his book "**Except My Love For You**".
- October - Canadian Library Association announced that October has been established as Canadian Library Month. The theme this year was, "**Your Library, Your World Now More Than Ever**" The idea for a month dedicated to library and information services in Canada was developed by provincial and territorial library partners from across the country to help raise public awareness of the valuable role libraries play in local communities.
- October we held a "**Bookmaking**" contest for anyone ages 5 to 12. We received many wonderful entries and everyone was a winner.
- Through the **CAP "Community Access Program"** in October we were able to hire an intern to give basic computer classes.
- November 19 - We invited author **Jacob Berkowitz** from Ottawa, Ont. to come and do a reading from his new book "**Out of this World**". He brought along an alien named Ambrosia to help him with the reading. The children loved the presentation.
- November 25 - We hosted another book reading at the library. Deborah Duplissie read from her new book "**Moment of Recall**".
- Christmas came early at the Jake Epp Library this year. The **RBC Foundation**, Royal Bank Steinbach donated \$5000.00 to purchase new "**Playaways**". This collection of a pre-loaded digital format book comes with its own headset and spare batteries.
- December - The Jake Epp Library collected \$850.00 from overdue fines and donated these funds to the Community Christmas Hamper Project. We also gathered non-perishable food items and new unwrapped toys in lieu of fines. Thanks to all who helped us give back to the community.
- During the month of December we held a new program called "North Pole Story Adventure". This program was well received by the children aged 6 to 12. We also held the program during the school Christmas break. The children enjoyed making crafts, reading and playing games.



A SPECIAL WORD of Thanks to:

- **The Carillon and Derksen Printers** for graciously offering to host our Web Page and for the constant support they give the library by featuring articles about our special events.
- **AM1250, and MIX 96.7 FM** for the outstanding endorsements of our events on their community events announcements.
- Our main funding bodies, the **City of Steinbach**, the **Province of Manitoba**, and the **RM of Hanover** - our level of service can be maintained because of their continuous financial support.
- **Friends of the Library** for their continuing support.
- **Harvest Honda** for your continued support towards our annual Family Literacy Day events
- **Canadian Tire** for all your support towards our Summer Reading Program and Family Literacy Day events.
- The **Staff** for its dedication and to the **Board Members** for their caring commitment.
- The all library's concerned **volunteers** - where would we be without you?
- Our 12,594 **patrons** - it gives us a great deal of pleasure meeting your reading and informational needs all year.
- **Banman Law Office, Steinbach & Area Lion's Club, McNally Robinson, Keystone Cinema, Sobeys Steinbach, Shear Effects, Main Bread N' Butter, Scholastic Canada, World Book, Biovail, Penner International, Harvest Travel, Safeway, Ste. Anne Co-op** for their generous donations towards our Summer Reading Program and the wind-up party.
- **Public Library Services**, whose staff is always so helpful and friendly.
- To the many generous **people in our community** for their monetary donations and used books.

STAFF

Loraine Trudeau - Head Librarian
Carolyn Graham - Assistant Librarian

**Pam Toews - Lynn Neufeld - Susan Hiebert - Melissa Froese
 Laura Dueck - Norma Klassen - Paula Kornelson
 Elsie Hiebert - Sharon Trudeau - Vi Brown - Marty Dyck
 Laura Dueck - Michelle Neufeld - Mildred Reimer
 Janet Friesen - Anne Friesen - Marilyn Martens**