

# **Moose Jaw Public Library**

## **Annual Report 2013**

MOOSE JAW PUBLIC LIBRARY BOARD

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Terry Gabel, Chairperson  
Ron Cork  
Doris Dunphy  
Mayor Deb Higgins (Ex-Officio)  
Gayle Jones  
Janice Lamb  
Dawn Luhning (City Council Representative)  
Stirling Millar  
Eddy Moore  
Charles Neumann (liaison to Friends of the Library)  
Sharon Toupin  
Rae Trites  
Walt Yakiwchuk

**BOARD MEMBERS SERVING ON PALLISER REGIONAL LIBRARY BOARD**

Ron Cork  
Doris Dunphy [Executive member]  
Terry Gabel [Executive member]  
Janice Lamb [Executive member]  
Dawn Luhning [Executive member]  
Stirling Millar [Executive member]  
Walt Yakiwchuk

## MOOSE JAW PUBLIC LIBRARY STAFF

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<b>Head Librarian</b>	<b>Karon Selzer</b>	<b>Pages</b>	<b>Cheryl Crawford Hannah Elich (Oct - Dec) Andrew Fyvie (-Sept) Suzanne Kristoff Judy Mitchell (-June) Tina Osgood Holly Moroschan (Sept-)</b>
<b>Assistant Head Librarian</b>	<b>Laura Shtern</b>		
<b>Children's Librarian</b>	<b>Tina Dolcetti</b>		
<b>Library Technicians</b>	<b>Pam Albert Ken Dalgarno Wendy Drake (Nov - ) Hannah Elich (Jan - Oct) Stephanie Jeanes Issel (Sept - Dec) Donna Kostal Barb Silvester</b>		
<b>Clerical Staff</b>	<b>Hamida Ahadi Debbie Alix Wendy Drake (- Nov) Gail Gillies Donna Hunter Stephanie Jeanes Issel (- Sept) Kathy MacKenzie Karen Newton Steve Nicholl Della Simmons Lori Vansickle</b>	<b>Summer Student</b>	<b>Maddyson Kerney</b>

## Chairperson's Report

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2013 was a year of celebration. It was the 100<sup>th</sup> anniversary of a beautiful and historic building. But it was also a celebration of a community.

In 1913, Moose Jaw came together as a community to build a public library. Feeling the Carnegie Foundation didn't recognize the potential of Moose Jaw, they chose to raise the funds locally. At a final cost of approximately \$100,000, it was a triumphant feat.

Through the last 100 years this community has been unwavering in its support of the public library. Over those years, both the board and staff have placed a priority on creating a positive patron experience, a proud tradition that continues today.

I would like to thank the Friends of the Library, CVS Midwest Tapes, Moose Jaw Refinery and Walper Bossence Law Office for their support of our 100<sup>th</sup> anniversary celebration; Karon, Laura and the rest of the staff that put so much work into organizing it, and everyone who came out to join us.

In a time when volunteers and free time are in short supply, the 12 member Board of the Moose Jaw Public Library for 2013 was a strong indication that community support continues. The Board welcomed new members Gayle Jones, Rae Trites, Stirling Millar and Sharon Toupin who have brought a wealth of experience and knowledge as well as enthusiasm for libraries moving into the next 100 years.

2013 saw many changes in the library. Programming options and activities continue to be expanded, increasing by 46 percent. The reference area was reorganized to provide a less imposing and more welcoming area. Thanks to the

Friends of the Library, new furniture and attractive display units were added in the Children's Department.

Along with the Friends, I would also like to thank all of the other groups and individuals for their support of the library through 2013.

By meeting the challenges of rapid technological advances and innovation, libraries are evolving and continue to provide access to information and opportunity for all people. I would like to acknowledge the work of the 2013 Moose Jaw Public Library Board for their belief in libraries and their vision of libraries in the future. I would also like to acknowledge the staff of the Moose Jaw Public Library for their support and dedication to that vision. They are the ones that make the Moose Jaw Public Library a community.

Terry Gabel

### Meeting Room Bookings

	2012	2013
Meeting Room Bookings	497	600
Theatre Bookings	119	115
Total Bookings	616	715
Rentals	199	236

## Head Librarian's Report

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2013 was in many ways a year of celebration; first with regard to the 100<sup>th</sup> Anniversary of the heritage library building, secondly, with the displays & new lounge chairs to make the space more attractive and inviting and lastly, in the area of staffing with the institution of a Library Technician position in the Children's Department and the consistent compliment of personnel in both the professional and clerical levels.

The 100<sup>th</sup> Anniversary of the heritage library building was held on August 15, to coincide with the original opening in 1913. Generous donations were received from CVS Mid-West Tapes, Moose Jaw Refinery, Walper Bossence Law Office and the Friends of the Library to help make the day's events possible & successful. A special thank you is extended to the Board members and staff who helped with the events; and to Laura Shtern for planning and coordinating the day's activities.

The Archives Department continued as a focus of activity/promotion during the year. Amanda Oliver, the Archives intern hired under a federal grant program, carried on with the work of cataloguing and processing the backlog of materials, digitizing photographic materials for entry into the Saskatchewan Archival Information Network (SAIN) and Saskatchewan History Online (SHO) databases, assisting researchers and promoting the archives collection. A successful grant application to Saskatchewan Council of Archives and Archivists made it possible to digitize the Lewis Rice photograph collection for inclusion in SAIN & SHO.

The Library continued to focus on reaching out to the community and promoting the library through staff involvement on various Boards and committees. Staff represented the Public Library at several conferences, workshops and

family/literacy events. In addition, in partnership with SIAST Palliser Campus Library, a book deposit of recreational reading materials for students was established on campus.

On the SILS (Saskatchewan Information and Library Services) consortia front, change continued to be the constant. DVDs were made available to patrons province-wide, to a very positive response from patrons. Sierra, a new staff software interface, was implemented in September. This required both the Circulation Manual Committee and the SILS Policy Committee to meet often to prepare for the changes required. The Head Librarian served on both of these committees. Some issues remain with the new software, but the transition by staff to the new interface went very well.

Staff training and professional development were emphasized this year. I had the opportunity to attend both the Canadian Library Association Conference in Winnipeg and the Saskatchewan Library Association Conference. They were both excellent learning experiences. In addition, the majority of staff attended training workshops on customer service and on learning disabilities and the workplace.

In conclusion, I want to extend my thanks to the Board for their support through the year, to Laura Shtern and Tina Dolcetti for their enthusiasm and efforts to extend the services and programs offered by the Library, and to all the staff for continuing to do their best at serving our patrons.

Karon Selzer



## Assistant Head Librarian's Report

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What an exciting year at Moose Jaw Public Library! I would like to thank the staff, the Library Board and especially Karon Selzer for a great year.

There was a staff change in the Reference Department this year, as Stephanie Jeanes-Issel returned from maternity leave in September and Hannah Elich, who had been filling in during the maternity leave returned to paging. Stephanie resigned in December and Hannah moved back into the position, which is a job share with Barb Silvester.

It was the Year of Programming at the Public Library with 75 adult programs and 90 youth programs offered. Some of the highlights were our ongoing Teen Writer's Circle, A History of the Grant Hall Hotel, the launch of Bob Currie's new book *Living with the Hawk*, iPad Basics sessions, Teen Movie Nights and the launch of our Manga Club. Many of these programs were made possible by the Community Connections Grant and by grants from the Saskatchewan Writer's Guild and the Saskatchewan Library Association.

The Teen Summer Challenge was a huge hit this summer, with more than 7000 points earned and several dedicated teens completing the entire challenge, a feat that has not been accomplished in previous summers.

The biggest event of the summer was the celebration of the 100<sup>th</sup> anniversary of the library building. Hundreds of Moose Javians came out to celebrate our library on August 15<sup>th</sup> and enjoyed a heritage building tour, commemorative speeches, a children's concert and fair, a teen photo scavenger hunt and an ice cream social. It was an amazing turnout and a wonderful day.

Selection of materials for the adult and young adult sections went very well this year, with the budget fully spent by our target date. The focus of adult weeding in 2013 moved from the Non- Fiction to the Fiction section and stayed on target.

Major changes to the library space were a Fall focus, as we replaced the soft seating in the Adult and YA Departments, purchased several new display units, moved the public computers and replaced the reference desk. This has allowed us to expand the YA Department,

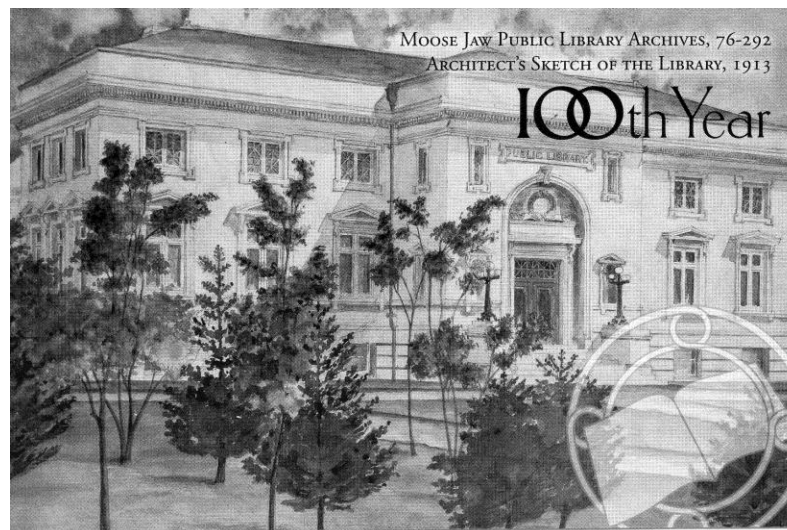
create a newspaper reading area, display more materials, and create a fresh new look for the library.

In our virtual space, there were over 100,000 website clicks with our daily average increasing slightly over 2012, from 299 to 307. We also doubled our FaceBook following this year, bringing us up to 300 Likes. We instituted a Text-a-Librarian service this year, which saw some initial use but has not been very popular overall.

I was very happy to attend several conferences in 2013, including the Ontario Library Association Super Conference in Toronto, the Canadian Library Association Annual Conference in Winnipeg and the Saskatchewan Library Association Annual Conference in Saskatoon. I learned a great deal at these events and returned to work filled with ideas and enthusiasm for the Public Library.

Thank you to everyone at the Moose Jaw Public Library and Palliser Regional Library for a great year!

Laura Shtern



## Children's Department Report

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2013 was an exciting year for the Children's Department. I continue to thank Karon Selzer, Laura Shtern, and the staff of Moose Jaw Public Library and Palliser Regional Library for your ongoing support.

Our Children's Department has been buzzing with programs. In 2013, the Children's Department hosted 212 programs. The library hosted 69 school and group visits, and conducted 26 visits to schools and other community venues. Summer Reading Club 2013 was well received—our programs were quite busy, and our reading logs proved that Moose Jaw loves to read. We had a highly capable and creative summer programming assistant in Maddyson Kerney and were thankful for the many generous gifts and sponsorships from local businesses.

2013 saw some significant changes in the Children's Department. Gail Gillies joined the Children's Department in January 2013 to become a Children's Clerk. Wendy Drake continues in to work for Moose Jaw Public Library, and has taken on the newly created role of Library Technician for the Children's Department. Wendy, Gail and Donna all led interactive programs. They continue to provide excellent customer service at the Children's Desk, to build creative book displays, and make the library a vibrant and welcoming community space.

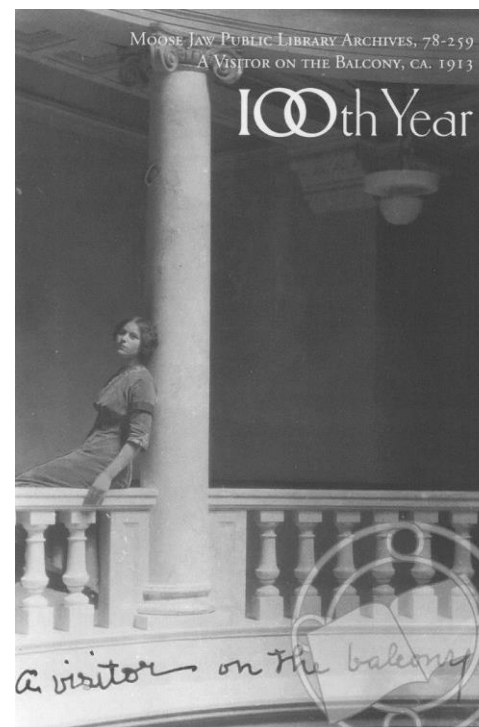
Preschool Storytime and Babies and Toddlers Together were our flagship year-round programs, dedicated to fostering literacy in the earliest years of our youngest patrons. To this we have added a monthly drop-in night for older children, focused mainly on Lego.

Selection of new materials and weeding of old ones have been an ongoing focus for me as I grow my knowledge of the collection and of the local community's reading interests. In 2013, I conducted weeding projects in the Children's Department's audiovisual materials and nonfiction collection.

I attended the Ontario Library Association conference in 2013, and returned filled with enthusiasm and ideas. I also attended management training sessions in Regina. Wendy and I attended an early childhood facilitator's workshop, as well as an early childhood training session offered by a prominent psychologist, Dr. Gordon Neufeld.

Thank you for another wonderful year,

Tina Dolcetti  
Children's Librarian.



**MOOSE JAW PUBLIC LIBRARY ANNUAL STATISTICS REPORT**

CIRCULATION		2003	2008	2012	2013
<b>ADULT</b>					
Books & other material		156,486	134,431	95,092	86,520
Cassettes		23,358	8,965	10	6
Video Cassettes		8,377	3,703	870	175
DVDs		10,408	15,472	24,228	33,317
Young Adult		10,672	19,817	13,287	12,044
Video Games				702	2,164
Compact Discs		<u>20,632</u>	<u>52,407</u>	<u>11,946</u>	<u>11,570</u>
Total Adult Circulation		219,261	234,792	146,145	145,696
<b>JUVENILE</b>					
Books & other material		70,423	70,592	64,475	67,011
Cassettes		3,674	1,276	42	17
Compact Discs		2,158	4,466	1,604	1,466
Video Cassettes		10,699	3,013	277	46
DVDs			<u>16,193</u>	<u>19,517</u>	<u>18,992</u>
Total Juvenile Circulation		86,954	95,540	85,917	87,562
Renewals				54,032	52,793
<b>GRAND TOTAL</b>		<u>306,215</u>	<u>330,332</u>	<u>286,094</u>	<u>286,071</u>
<b>SERVICES</b>					
Reference Questions	Adult	13,019	12,328	11,088	9,897
	Children	2,451	2,659	2,936	2,647
Internet Usage		16,554	17,139	14,026	11,326
Online Databases		415	1,429	197	421
Overdrive/Library2Go				8,356	8,139
Holdings Filled				25,031	37,046
Registered Borrowers		10,871	6,672	42,125	46,286
Programs - Adult/Youth		13,169	10,875	7,691	9,231
	(No.)	42	63	99	75
	(Att.)	858	881	1,544	1,641
Programs - Children		41	47	56	64
	(No.)	41	47	56	64
	(Att.)	942	1,080	1,922	1,616
Library Visits - Adult		11	15	8	16
	(No.)	11	15	8	16
	(Att.)	195	316	218	240
Library Visits - Children		59	74	77	65
	(No.)	59	74	77	65
	(Att.)	1,178	1,482	1,115	1,014
Classroom Visits - Children		50	40	21	24
	(No.)	50	40	21	24
	(Att.)	1,370	2,821	3,360	3,111
Story Time		59	54	101	149
	(No.)	59	54	101	149
	(Att.)	729	1,073	2,093	2,986
Newspaper Clippings		3,092	2,042	2,117	1,849
Archive Questions		741	469	497	548
Microfilm Usage			636	378	472
Inter/IntraLibrary loans (Borrowed)		6,717	6,576	23,565	22,942
Inter/IntraLibrary loans (Loaned)		11,188	14,011	49,816	56,633
Shut-in Service		5,979	6,227	2,658	2,915
Visitor Count		244,579	169,758	173,002	144,943

\*\*Circulation data for 2012 & 2013 may not be accurate, due to Millennium's statistical capabilities. Comparisons to previous years is not recommended by the SILS Consortia. Visitor count malfunctions.



**TOTAL LIBRARY MATERIALS**

BOOKS (Catalogued collection)	2012	2013
ADULT		
Non-Fiction	38,074	33,843
Fiction	31,138	32,686
Reference	5,005	4,946
CANADIANA		
Non-Fiction & Fiction	5,029	5,222
FRENCH	<u>172</u>	<u>152</u>
TOTAL ADULT BOOKS	<u>79,418</u>	<u>76,849</u>
YOUNG ADULT BOOKS	<u>4,950</u>	<u>6,060</u>
JUVENILE		
Non-Fiction	12,342	12,836
Fiction (including Easy)	10,406	10,917
Reference	649	649
French	<u>961</u>	<u>1,018</u>
TOTAL JUVENILE BOOKS	<u>24,358</u>	<u>25,420</u>
TOTAL BOOKS	<u>103,776</u>	<u>108,329</u>
PAPERBACK COLLECTION		
Young Adult	3,553	3,527
Adult	11,704	11,296
Juvenile	8,233	8,129
TOTAL PAPERBACKS	<u>23,490</u>	<u>22,952</u>
GRAND TOTAL BOOKS	<u>127,266</u>	<u>131,281</u>
Compact discs	4,688	4,828
Microfilm	1,060	1,066
Photographs in Archives	6,600	7,625
Videos	898	79
Video Games	87	200
DVDs	7,700	7,949
CD Books	<u>2,467</u>	<u>2,653</u>
TOTAL AUDIOVISUAL	<u>23,500</u>	<u>24,400</u>
GRAND TOTAL	<u>150,766</u>	<u>155,681</u>

**MATERIALS ADDED AND WITHDRAWN**

	ADDED		WITHDRAWN	
	2012	2013	2012	2013
<b>ADULT</b>				
Books	5,019	5,193	7,888	9,203
Paperbacks - Adult	1,555	1,583	3,385	1,991
Graphic Novels - Adult	259	189	9	39
Books/Paperbacks - Young Adult	552	548	1,355	164
Graphic Novels - Young Adult	1,016	534	359	46
Clippings	2,117	1,849		
Cassettes			225	
Compact Discs	580	313	648	152
Videos			18	520
DVDs	1,578	839	35	406
Video Games	113	115		9
CD Books	329	244	26	35
CD Books - Young Adult	28	7		1
<b>JUVENILE</b>				
Books	2,524	2,188	2,146	1,005
Paperbacks	490	692	132	796
Graphic Novels	236	332	116	143
Cassettes			72	86
Compact Discs	87	69	23	91
Videos			38	165
DVDs	487	410	97	224
CD Books	142	34	78	105
<b>ARCHIVES</b>				
Microfilm	5	6		
Photographs	785	1,025		
<b>GRAND TOTALS</b>	<u>17,117</u>	<u>15,145</u>	<u>16,647</u>	<u>15,181</u>
<b>MATERIALS REPAIRED</b>				
	2012	2013		
Adult Books	1,697	906		
Children's Books	1,133	595		
Covers Laminated	135	139		
Periodicals	32	37		
<b>TOTAL REPAIRS</b>	<u>2,997</u>	<u>1,677</u>		

***Sincere appreciation is extended to***

*the Friends of the Library for funding the promotional materials for the 100th Anniversary celebrations, basic computer skills training sessions, attractive display units, outdoor banners, a sofa for the Children's Department and additions to the Book Club kit collection,*

*CVS Midwest Tapes, Moose Jaw Refinery, Walper Bossence Law Office, for their generous donations to our 100th Anniversary celebrations,*

*the Saskatchewan Library Association, the Saskatchewan Writers Guild and the Community Initiatives Fund for the grants awarded to the Library which enabled the Library to offer more programming for all ages,*

*the federal Young Canada Works in Heritage and the Saskatchewan Council of Archives grants which supported the hiring of an Archives intern to work on collection and digitization projects,*

*the Moose Jaw Wood Crafters Guild for their generous donation for collection enhancements,*

*all of the presenters of programs who donated their time and services,*

*Canadian Tire, Moose Jaw Firefighters, Galaxy Cinemas, Walmart and many other local businesses for their donations to the Summer Reading Program,  
and*

*TD Bank Financial Group, Library & Archives Canada, SaskTel, Saskatchewan Weekly Newspaper Association, SaskCulture, and Saskatchewan Lotteries for sponsoring the Summer Reading Program.*

