

Annual Report

Jake Epp Library

2017

Head Librarian's Report

This year we made time to do a full review of library policies and realized that we needed revisions and additions. I am grateful to the Human Resources Administrator for the City of Steinbach who answered many questions and pointed me toward resources to complete an employee's manual. I am happy that we have a 'completed' manual, though it is a living document that will be regularly reviewed and revised. Our Summer Reading Club broke all records in 2017 and there is a great article inside that you will not want to miss! A highlight was the installation of our community-created Canada 150 mural. Even a major lightning strike did not dim the enthusiasm for the unveiling and the party. See the full story inside. Jake Epp Library was fortunate to be part of a joint application with several other Manitoba libraries for a grant that allowed each library to create a new website.

Many hours were spent working with our budget, to get the maximum return for each dollar spent. We knew there would not be an increase for the year but we managed to maintain our programs. The acquisition budget was forced to take a dip which means we could not purchase as many books, and therefore Inter Library Loan was busier as a result. I am grateful for a wonderful Programs Coordinator who was very creative about the use of existing supplies to carry out fantastic new ideas.

I am delighted to inform our community that this library gives no indication of declining or becoming less relevant. We are providing a community space for the public to enjoy and local organizations to meet, as well as providing a broad range of books for enjoyment, information and education. We checked out 16,400 more items than the previous year. We offer many programs for children and adults and they are being enjoyed by a wide variety of people. Jake Epp Library is thriving! Thank you to our entire service area for using our library!

We are very thankful for a supportive City Council. We are grateful to the Provincial government for our annual grant and support via PLSB. A big thank you to the Library Board who has provided direction, feedback and support. A HUGE thank you to my staff! They are an amazing team and provide excellent service. Thank you also to all our volunteers who donate their time to help us – you are appreciated so much. — Gratefully submitted, Carolyn Graham



Steinbach's Canada 150 mural being assembled on the library wall.

Contents

Library Board.....	2
Mission Statement & Staff.....	3
Publications & Online	4
News.....	5
Programs & Events.....	6-13
Partnerships.....	14-15
Statistics & Finances....	16-18
Thanks!.....	19



Board Members

Board Chair: Daryl Braun

City Council Representative: Susan Penner

Cindy Blatz

Melanie Fast

Anne Friesen

Dennis Giesbrecht

Barb Guenther

Albert Maier

Alexandra Nikkel

John Wiebe

Chairperson's Report

2017 was a successful year for Jake Epp Library. The number of books that were circulated was up from the previous year, a good sign for the literacy of Steinbach and area. Head Librarian Carolyn Graham continues to do an excellent job of leading a team of dedicated employees that serve our patrons very well. Our focus is to provide books and other materials to improve literacy and knowledge.

Books remain very popular but we are also providing digital copies where possible, although this is hindered somewhat by the high cost of e-books. The library is seeing more and more use by community groups that use the meeting rooms. It is a real community hub.

Board members Alex Nikkel and Al Maier stepped down after completing six years of service. Their contributions are valued and we miss their input. We wish them well. We welcomed John Wiebe and Melanie Fast to the board and they are making a strong contribution.

Financially, Carolyn and the board have worked hard to stay on budget, a task that has been a challenge due to no increase in funding while the cost of books keeps rising. We made a presentation to city council late in the year explaining our financial pressures and asking for annual increases to at least keep pace with inflation. City council is considering that request but there has been no official response to this point.

The library continues to provide a tremendous service to the residents of Steinbach and area and the city is getting excellent value for its money.

Board Chair Daryl Braun



Jake Epp Library Staff

Head Librarian:
Carolyn Graham

Assistant Librarian:
Aubrey Walker

Programs Coordinator: Madison Friesen

Preschool Programs Coordinator: Holly Reimer

Library Clerks:

Vi Brown

Chris Desrochers

Marty Dyck

Janet Friesen

Kara Harder

Elsie Hiebert

Alecia Kehler

Norma Klassen

Marilyn Martens

Hannah Morris

Lynn Neufeld

Robyn Oberik

Amanda Peters

Mildred Reimer

Page: Chris Unrau



Staff working hard to clear out the book drop on a Monday after a long weekend.

Mission Statement

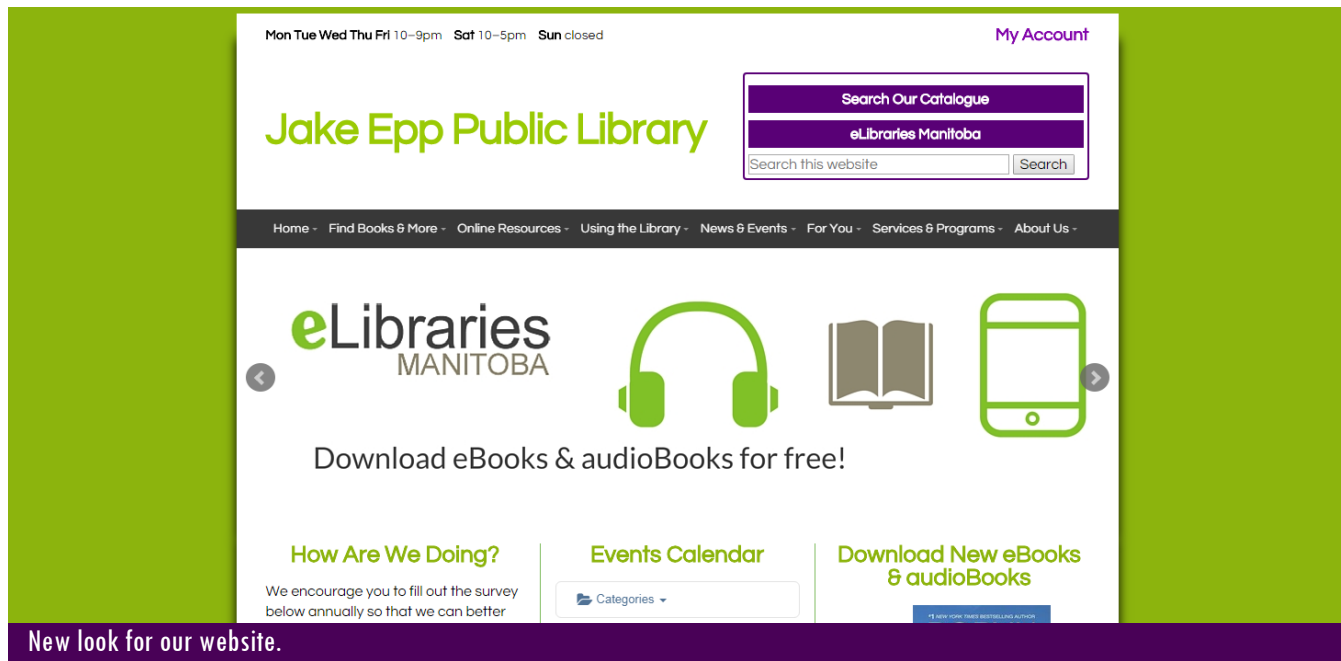
The goal of Jake Epp Library is to make a wide variety of print, audio, and visual materials available to as many community residents as possible to promote individual life-long learning. Within the limits of its budget and the criteria contained in this policy, the library will do its best to meet the educational, entertainment and informational needs of its patrons and to provide convenient hours and appropriate library services for all community residents.

The freedom to read is essential to a democratic society. Jake Epp Library acts as a guardian of this freedom. As such, it will resist efforts by individuals or groups, no matter how well-meaning, who seek to impose their own standards and tastes on the selection of materials for its collection. The fact that children have access to all library resources will not in any way restrict the selection process. Responsibility for what children read rests with their parents and guardians.

Jake Epp Library also has a responsibility to protect and enhance intellectual freedom. It will do this by making it possible for readers to choose from materials which represent the widest diversity of thought and expression, including ideas which may be considered unpopular or unorthodox. It should be clearly understood that the library does not necessarily endorse the points of view taken by all the material it makes available to the public.

Jake Epp Library endeavours to be a safe community space. We provide meeting space for rent and can provide minimal fees for local non-profit groups.

Publications & Online Presence



New Website Thanks to Grant

Thanks to the Rural Cooperative Technology grant and the cooperation of other libraries, we were able to update our website. The team at LibPress was wonderful. They helped us set up a website that is more easily searchable and populated with an abundance of helpful resources. There's an events calendar right on the front page so that you can immediately see what's happening when you come to visit our online home. As always our website hosts our publications, brochures, posters and event listings to keep people up to date with what is going on at the library, as well as instructions on how to use the library and related resources, or places to find alternative resources. We are so grateful to the team at LibPress that helped us put it all together, those who suggested the idea at the library conference in Winnipeg, the province of Manitoba for supplying the grant, and the libraries that joined with us to receive this cooperative grant.



Publications & Social Media

Our physical publications consist of What's New On the Shelf (released monthly) and our Annual Report. While our What's New has previously focused on adult material, we added young adult to the mix this year. Both publications are available physically at the library or from our website.

Our online presence includes a blog on our local community website (www.steinbachonline.com/community-blogs/at-your-library), a Facebook page with a steadily growing audience, and this year we branched out to join the Instagram world (@jakeepplibrary).

News

Canada 150 and Weather Woes

We were thrilled to celebrate Canada's 150th birthday. We had the added excitement of being chosen to house Steinbach's Canada 150 mural. It made its rounds around town and when it came to stay with us in September we threw a birthday bash/mural homecoming party. The party was wonderful, with attendance from the mayor, many library board members, our mascot Paige Turner, an RCMP officer in full dress, and volunteers in period costume from the Mennonite Heritage Village Museum. We set up several photo opportunities including in front of the mural, a Canadian flag, and our Anne of Green Gables House. There was cake (which the Family Resource Center helped us distribute), balloons, and face painting by the Steinbach Arts Council. An all around good time was had. The whole community really came out and supported.

The weather, however, was less cooperative. A storm had rocked Steinbach during the long weekend and upon coming back to work to set up for the party we discovered lightning had struck a tree outside the library, spraying dirt and bark everywhere (including onto the roof). After several hiccoughs in the party set up, we discovered that the damage had traveled through our wires and exploded several pieces of equipment, rendering us without internet altogether and without power in certain spots. Shaw came out and helped us right away, so added to the party were city workers, Shaw maintenance people, and other workers trying to help us get back up and running. Thanks to their hard work we were good to go by lunch time, shortly after the party ended. A couple of weeks later the wind came back with a vengeance to topple some trees in the park next door, blocking off our sidewalk. Life in the prairies has its share of excitement.

You could say it stole the party's thunder.

Lightning Strike Destroys Internet At Library

Category: Local News
Published: Tuesday, 05 September 2017 13:07
Written by Shannon Dueck



(Head Librarian Carolyn Graham points to tree damage caused by the lightning.)

Updated Tuesday at 4:10 pm

The Head Librarian at Jake Epp Library in Steinbach says as of mid-afternoon their software for checking books in and out is back up and running. And Carolyn Graham says they are hoping to have the public computers available again some time on Wednesday.



Ginger and Zippy in their new habitat

Zippy the Zebra and Ginger the Giraffe

We are supported by our community in many ways. They take their time to attend our programs, they get library cards and take out as many books as they can hold. They also donate, generally either books or money, but not everyone stops there. This year we received an unexpected donation from a uniquely talented patron. She had made papier-mache animals that she no longer had the room to house, and thought of us as their perfect forever home. They fit right in in our children's section (though just barely—Ginger is tall!), and were immediately adored and loved to pieces.

Programs and Events

Author Readings

We love that our local community is full of creative and talented people. Every year we have a wealth of local authors willing to come share their books and writing experiences with us, and it is our pleasure to host them at the library. This year was no exception. We saw some of our familiar authors coming back again with new books, and introduced a few new faces as well.

In January we saw both a returning author, **Violet Moore**, as well as a new author, **Nina Brandt**. **Moore** presented to us the final installment of her Christian fiction series, *Charlotte's Reward*. **Brandt** brought to us the story of her upbringing and that of her parents in an anecdotal memoir.

In 2017, we also were fortunate to host two historical biographical authors, **Gabrielle Goldstone** and **Oriole A. Vane Veldhuis**. Both **Goldstone** and **Veldhuis** have spent years digging up their families' forgotten or unspoken histories. Both family stories have the commonality of suffering with the desire to speak truth to what actually happened to those they love.

We also had the pleasure of hosting **Marianne Dubuc** for TD Canadian Children's Book Week. She is an amazing, award-winning Canadian author and illustrator, and the children had a wonderful time watching her demonstrate her illustrating process.



Violet Moore and Nina Brandt filled the house at their author reading.

Authors & Books Hosted

Charlotte's Reward by
Violet Moore

Whispers of Yesteryear
by Nina Brandt

*Birdbright: Our Pleas
for Life* by Mi-
chael Vinet

*Emmanuel, God is with
Us* by Sheldon
Friesen

For Elise by Oriole
A. Vane Veldhu-
is

Red Stone by Gabriel-
le Goldstone

God, Are You Real?
by Arthur Adam

Family Literacy Day

Every year Canada celebrates Family Literacy Day on January 27th. ABC Life Literacy Canada created the day to help promote reading-and literacy-related activities as a family. As this is right up our alley, we celebrate it every year as a library with a big literacy-related party. This year we turned portions of the library into stations, and enjoyed as kids and parents made circuits of the library, checking out each station and participating together. We had a Storysack station with interactive materials (including a story, toys, games, and non-fiction book all centered around the story), a puppet theatre, a Lego station, a craft station, a carnival games station, and the all-important snack station, with cookies and milk funded by our local Sobeys.

Classic Movies

- Singing in the Rain
- Casablanca
- Roman Holiday
- Citizen Kane
- It's a Wonderful Life

Family Movies

- The Lego Movie
- Home
- Kung Fu Panda 3
- Pan
- The Little Prince
- Captain Underpants

A portion of an article from our local website, steinbachonline.com.

Celebrating Family Literacy Day

Category: Local News

Published: Friday, 27 January 2017 12:38

Written by Tammy Plett



Reading with your child teaches them the importance of literacy.

The Jake Epp Public Library in Steinbach is celebrating Family Literacy Day with many activity stations set up throughout the library encouraging literacy.

Program Coordinator Madison Friesen says the fun for all ages begins at 6:30. "This year we'll have a story sack station, a snack station, a craft station, a puppet theatre, and a Lego station. So we'll have all of these stations set up so families can come enjoy them together."

Friesen says literacy is important and used in every area of our lives. "You need to be able to read and write in order to function in society, to get a job, to do well in school, and for enjoyment purposes."

She says literacy can start in the womb during pregnancy, by reading to your child because they can already hear your voice. To encourage literacy in the home, Friesen says if your child likes to watch movies, you can read a book with your child first, and as a reward watch the movie after.

Friesen notes, getting your child to read for 20 minutes every day, once they've had their snack after school, and then

Movie Nights

Family Movie Night and Classic Movie Night are the library's alternating monthly movie nights. Jake Epp Library continued Classic Movie Night this year with much success. Closed captioning is used for the sake of accessibility, and it has the added bonus of sneaking in the chance for literacy skill improvement. We are pleased to say that admission continues to be free and everyone in attendance can enjoy a nice treat of popcorn, popped fresh in our movie theatre-style popcorn machine.

Creativi-Tea Time

Creativi-Tea Time is our adult colouring group that gets together once per month on the second Wednesday from 6:30-8:30pm. We have also added a second session on the second Friday of each month from 1:00-3:00 pm. The group is still going strong. They enjoy their time together colouring, relaxing, listening to instrumental music, drinking tea and visiting with one another. We are excited to say that we have had the consistent attendance of a core group of 5 people.



Knit-Wits

Knit-Wits is a group of ladies (so far) that come to the library with their latest fiber project (whether it be crochet, knitting, embroidery, cross-stitch, etc.) and sit and visit and work on their projects. The meeting runs on the fourth Monday of each month from 6-9 pm. It is a drop in program. It is not a class to teach, although many of the gifted ladies have been able to help others who are struggling to learn a new stitch or pattern. It is great fun to discuss many different things such as gardening, books, and classic movies while spending time working on a project and interacting with people who might not otherwise associate with one another. Knit-Wits is full of people from all ages and life experiences with an average attendance of 7 people. We are looking forward to the next year of growth and connections.



Games Day and Games Night

Games Day and Games Night are events where anyone 14 and up can get together, converse, and play tabletop games at the library. Those under 14 are also welcome if accompanied by a parent or if permission has been granted by our host Christopher Desrochers. Started in the summer of 2014, Games Day takes place on the first Saturday of every month and runs from 12-5pm, while Games Night takes place on the third Wednesday of every month and runs from 6-8:30pm (often linger until 9pm). Attendance averages 8 people per Games Day/Night. The library provides many games, including chess, Settlers of Catan, cards and Scrabble. Attendees have donated games including Rack-O and dominoes. Attendees often bring their own games as well. Sometimes attendees bring snacks to share or items to swap/giveaway (e.g. collectible cards, movies and books). Attendees play a variety of games with Magic: The Gathering, chess, and Settlers of Catan being the most popular. Overall, Games Day and Games Night are events where patrons can play games, relax, have fun, and meet others in their community.

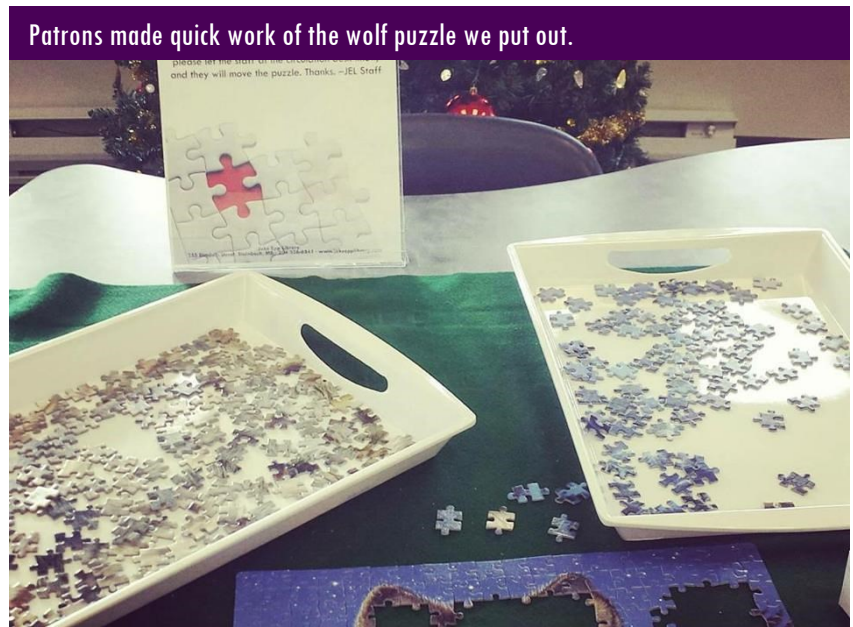


Blind Date With A Book

We brought back a well-loved program for I Love To Read Month/Valentine's Day. For all of February, we put wrapped books on display, with only a keyword or two to tell you what it was about. We called it Blind Date with a Book and challenged patrons to take a chance on an unknown book. It was a success with the young adult and adult books we offered and we added children's books this year as well with 189 checkouts throughout the month. Participants could return a "rate your date" card with how they felt about the book, and the results were interesting to see. Those who participated were entered in a draw to win a prize at the end of the month.

Puzzle Corner/ Puzzle Exchange

We had a few puzzles generously donated, so in November we decided to start up a puzzle exchange. We purchased a few more for selection and set them up in the Marlene Penner Reading Area, with a sign encouraging patrons to take a puzzle and either bring it back or leave another in its place. We also put out a puzzle mat on the one of the tables and set one of the puzzles out to see if anyone would work on them. It took off. We frequently see people puzzling (they're making their way through our collection quickly!), and while many people have taken puzzles, the collection seems to be growing as they give more than they take.



Our program coordinator's demo wreath to entice people. It worked.

Adult Craft

This year we decided to put on an adult craft class around Christmas time, in which attendees could make wreaths out of Christmas ornaments. The class filled up and had waiting list hopefuls. Everyone involved had a lot of fun. There were so many Christmas ornaments to pick from that everyone's turned out slightly differently, reflecting their personalities well. The class, and the results, are proof that adults enjoy craft time too.

Spring Break

Spring Break is always a busy week at Jake Epp Library, particularly because the children are out of school. We always plan a few events for families and kids to enjoy. We hosted **Wildlife Haven Rehabilitation Center's** outreach program on Tuesday, March 28, 2017. Selling tickets at \$3.00 per person, we were able to have 2 ambassadors come out, who brought 2 birds of the hawk family and a snake. The volunteers spoke about these animals and their lifestyles, answered questions, and held the animals for our patrons to see. There were 29 people in attendance. All in all, it was a successful event.

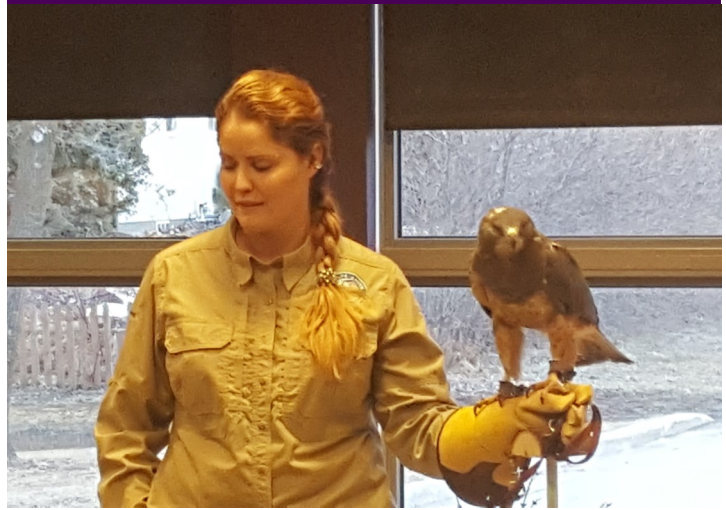
On Wednesday, we hosted a young adult movie marathon featuring the first three movies of the Divergent franchise: Divergent, Insurgent, and Allegiant. We are thrilled to say that there were a total of 10 young people who attended and enjoyed the event. There was a \$3.00 charge if the teens wanted to partake in the pizza lunch that was offered, though popcorn, drinks, and candy were free with the event. This was another successful teen event that will be repeated.

Jake Epp Library can't run Spring Break events without hosting a craft day for kids. Our spring theme this year was St. Patrick's Day. We read *Green Shamrocks* by Eve Bunting, made pots of gold, made Shamrock fudge and talked about the historical significance of St. Patrick's Day. There were 24 children who attended one of two craft classes. There were lots of laughs and lots of mess but it was a fun and great event.

NaNoWriMo

Every year during the month of November we host a string of creative writing events for local writers. The goal of NaNoWriMo (a worldwide event put on by the non-profit organization National Novel Writing Month) is to inspire those who want to write, to write, by giving them a month to achieve the goal of writing 50,000 words. Every year people come and have a blast trying to attain this goal. We host a kick-off where participants meet and get to know one another, then several write-ins during the month where they can come have a quiet space to write, some coffee, and writing prompts in case they get stuck. We top it all off with a party for anyone who participated, where they can share their writing and/or come dressed up as a character from their novel, if they so choose. This year we had more participants than ever, with an ever-expanding age range. Over the course of the month, 33 people signed up and attempted the challenge.

Wildlife Haven's outreach coordinator, Shauna and an ambassador.



Programs Coordinator speaking with the local radio station about NaNoWriMo.

What's Coming up at the Jake Epp Library with Madi Friesen.

Category: AM 1250 Blog
Published: Wednesday, 25 October 2017 09:50
Written by Michelle Sawatzky



Madi Friesen always brings energy and fun into the AM1250 studio when she comes for a visit. It had been awhile since she last stopped by. They have lots of things planned at this time of the year but a highlight for sure is the start of "NaNoWriMo Month" in November. It's all about writing a novel. Giving it a try! Coming together for ideas and more. Monday, October 30th and 7:00 pm they're having their "NaNoWriMo" kick off party -- so, head on over and check it out. This may be a new start for you. You never know.

Summer Reading Club

Canvas book bag craft.



Every year we join with libraries around the country to promote the upkeep of children's literacy skills throughout the summer. This year the theme for the TD Summer Reading Club was **Canada 150!** We loved the thought of celebrating Canada all summer long, so we broke it down into 7 theme weeks based on different aspects of Canada and what it's known for. To participate in the program all you have to do is read and tell us how much you read, but if you care to participate further we have lots of different ways you can join in. Optional craft classes are available with crafts that highlight the weekly theme. This year in order to involve as many children as possible, sessions for kindergarten to Grade 3 were held weekly Monday to Wednesday mornings and Wednesday after-

noons, and Grades 4-8 classes were held weekly on Monday and Tuesday afternoons. There were also two Crafts & Laughs Family Nights planned for evenings when parents could come with their children to spend time together. These evenings allowed families to create painted canvas book bags and book page bracelets.

Reading Circle & Daycamps

We repeated the book club format from the previous year, called Reading Circle. Every week on Thursday afternoons we read from the book *Charlie and the Chocolate Factory* by Roald Dahl. It was a big hit. It probably didn't hurt that to keep with the theme we performed candy experiments and did a small craft that was on topic with what we read that week.



To end the summer as a reward we watched the movie adaptation of the book and ate candy and popcorn. We also welcomed Steinbach Arts Council daycampers to come for a weekly field trip, during which we played games, read stories, and taught them about the library.

Weekly Themes

Sound Bytes

K-4—Simple Drum

4-8—Thumb Piano

He shoots. He scores!

K-4—Craft Stick Hockey Sticks

4-8—Ice Skate Bookmarks

Sink or Swim

K-4—Lighthouses

4-8—Craft Stick Canoes

Space Cadets

K-4—Space Paintings

4-8—Nebula Galaxy Jar

Exploring Canada's Past

K-4—Dream Catcher & Fireworks Painting

4-8—Metis Sash Bracelet & Fireworks Painting

Cultural Heritage Week

K-4—Northern Lights Paintings & Moose Masks

4-8—Inuksuk Sand Art & Moose Masks

Bannock Bites

K-8—Bannock Beavertail Bread

Summer Movies

- Week 1: Sing
- Week 2: The Lego Batman Movie
- Week 3: Pan
- Week 4: Fantastic Beasts and Where to Find Them
- Week 5: The Little Prince
- Week 6: Willy Wonka and the Chocolate Factory
- Week 7: Mr. Peabody and Sherman
- Week 8: Kung Fu Panda 3

Favourite Books Read

- Island by Gordon Korman
- Mr. Postmouse takes a trip by Marianne Dubuc
- The Stinky Cheese Man & Other Fairly Stupid Tales by Jon Scieszka
- Poopendous by Artie Bennett
- Pig the Pug by Aaron Blabey
- Pig the Fibber by Aaron Blabey
- Pig the Winner by Aaron Blabey
- Bear on the Bed by Ruth Miller
- The Day the Crayons Came Home by Drew Daywalt
- The Frog Prince Continued by Jon Scieszka

Summer Reading Club Continued

Reading was done at home and for each reading log completed (150 minutes) a stamp was given on the child's reward card and then the child was entered into a weekly draw to win a prize. There were a variety of weekly prizes given away including Kidzone tickets, movie prize packs, Lego, and books. Every child that signed up for the Reading Club and participated in reading for all seven weeks had their name included in the draw for several prizes. The Grand Prize was an iPad Mini, and there were several other prizes to be won such as Lego gift cards and a tree swing donated by Canadian Tire.

We had a total of 699 children who signed up. During the seven weeks of the reading program a weekly average of 5800 children's books were checked out, with a total of 40,773. It is very encouraging to the library to realize that the children in our community spent time reading and using their imaginations during the summer months.

The Wind-Up Party was held the week after the reading was completed, and a return visit from magician Ryan Price was the highlight of the day. Mr. Price always makes sure that his presentation includes the importance of reading. His show is always a hit with children and parents alike. Following the magic show and prizes everyone was welcomed to a hot dog lunch sponsored by Unger Meats and cooked by library volunteers, Bob and Gail Friesen.



Sponsors

We want to send a huge thank you to all of the local businesses that helped make this year's Summer Reading Club possible:

- | | |
|---------------------------------|----------------------------|
| • Unger Meats | • McDonalds |
| • Valeant Pharmaceuticals | • Kidzone |
| • Janzen's Paint and Decorating | • Canadian Tire |
| • Trucks Unlimited | • Smith Neufeld Jodoin LLP |
| • Scholastic | • Staples |
| • United Library Services | • Urban Life |

Parade

Pioneer Days is a local celebration that takes place on the August long weekend. Every year it starts with a parade, and community members and businesses are invited to join in with a float. We love participating, and this year our programs coordinator went above and beyond to bring us an Anne of Green Gables float. Library staff came out in costume, but of course we needed a Green Gables for the look to be complete, so Madison, with lots of help from a volunteer framer, built us a house to go on our float.



Keesha as Anne, Carolyn as Marilla, Kara as Diana, Aubrey as Gilbert
Mildred and Madison as parade walkers, handing out our bookmarks.



Our Green Gables



Miss Holly ready for the Christmas craft.

Early Childhood Programs

We offer three sessions of Story Hour and Toddler & Me throughout the year: a five week session in spring, and a ten week session each in fall and winter. Children ages 1-5 and their parents come together to instill literacy skills early on, as well as to meet with other parents and children. There are finger plays, songs, reading, snacks, and crafts.

Partnerships

Toastmasters

The library partners with several community organizations in regards to renting out its meeting space. Toastmasters is one such partner. Here's what they have to say about their year at the library:

The Carillon Toastmasters Club meets at the library every Thursday at 7 pm. We provide a supportive and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater self-confidence and personal growth.



This spring we have started a new educational program created by Toastmasters International that is up-to-date, flexible, exciting and interactive. Using online content and attending meetings, we learn by giving speeches, gaining feedback, leading teams and guiding others to achieve their goals in a supportive and fun atmosphere. Members learn to tell their stories. They listen and answer. They plan and lead. They give feedback—and accept it. Toastmasters is where leaders are made! Guests are always welcome and membership is open to those 18 and over. Being non-profit and with meeting space at the library, membership fees are low. Our success, on the other hand, is high!



SEELS

South Eastman English and Literacy Services (SEELS) appreciates the support of the library in providing space for classes, a variety of time slots, resources and kindness from the library staff.

In 2017, we had approximately 50 adult students access the literacy program at the library. We have been able to offer morning, afternoon and evening classes which provides the flexibility students need in their work and daily life schedules. Student feedback is 100% positive in regards to their satisfaction with holding classes at the library.

Successes of the literacy program include the abilities to:

- Read a story to a child.
- Receive a promotion in a job
- Get a job or a better job.
- Graduate with high school diploma or equivalency.
- Use the library more by taking out books and using resources.
- Feel more confident in their abilities in the world of reading, writing, and math.

The literacy program and the library partnership is an excellent joint effort for those who want to upgrade their literacy skills.

Partnerships

Friends of the Steinbach Public Library

Friends of the Steinbach Public Library is a registered charitable corporation whose aim is to support the well-being of the Jake Epp Library and to foster literacy amongst residents of SE Manitoba.

By maintaining our registered status with the Canada Revenue agency, we are authorized to issue charitable receipts that donors may subsequently claim as a deduction on their Income Tax returns. Donations in excess of \$200 will generate a federal tax credit of 29% of the amount of the gift.

Gifts to the Jake Epp Library are critical to the success of many of the programs. In the summer of 2017, for example, gifts from both corporate and individual donors ensured an outstanding record breaking summer reading program. The summer reading program encourages grade school children to read throughout the summer, thereby maintaining their literacy levels and avoiding a summer slump in skills and vocabulary.

To be sure, the Jake Epp Library receives a substantial operating grant from civic taxation revenue. However, costs are escalating even more than the

nominal rate of inflation. This has placed great strain on the new acquisition budget. Less books are being purchased!

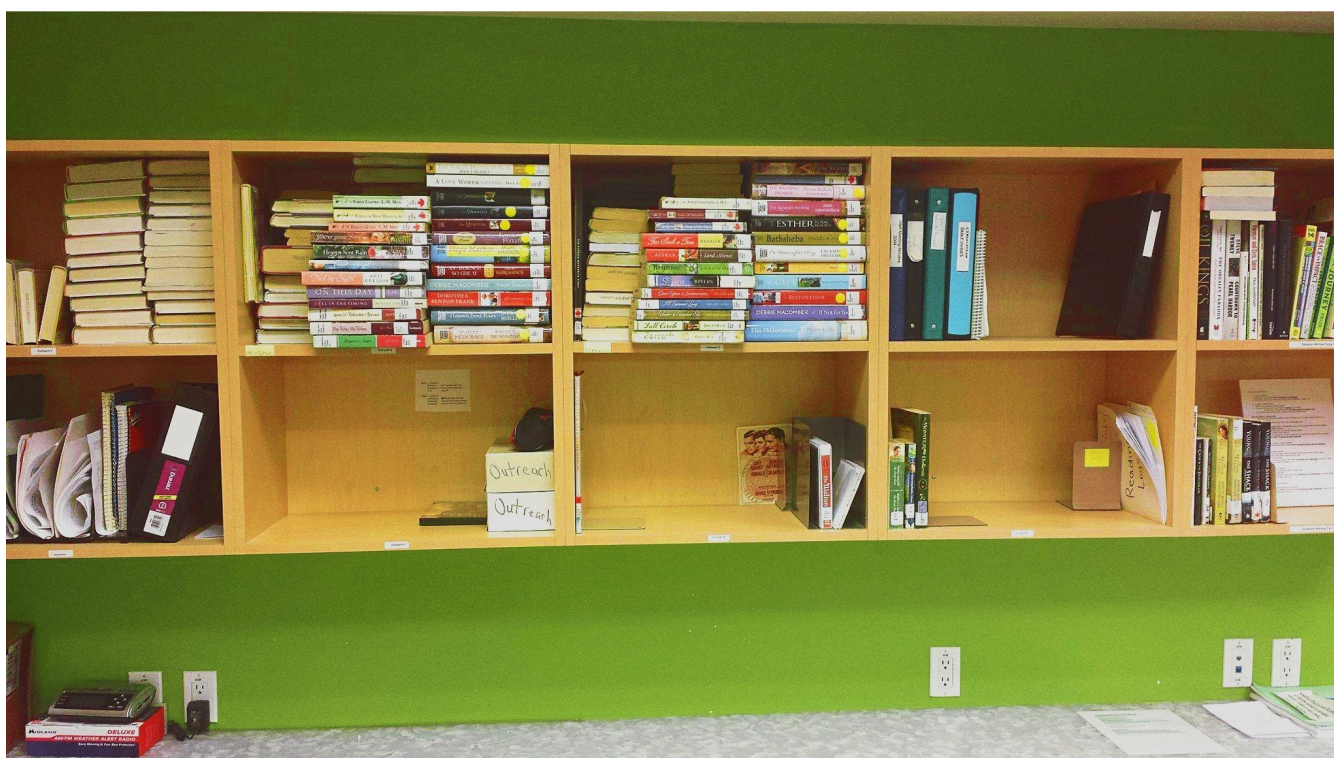
Space at the Jake Epp Library is at a premium despite the expansion. By creative use of additional shelving modules, more of the collection can be displayed far more effectively without creating a cluttered, congested layout. Fundraising by Friends of the Steinbach Public Library will enable the installation of this much needed shelving space in the very near future.

A final summary: despite generous public funding, many necessities, such as the shelving and summer intern employment, depend upon charitable giving from private individuals and local businesses. To our generous sponsors and donors, we sincerely thank you.

Respectfully submitted,

R.J Bond, Corporate Secretary,

Friends of the Steinbach Public Library



Statistics & Finances

Circulation Statistics

	2016	2017
Print Materials		
Adult Fiction	56,333	53,600
Adult Non-Fiction	15,666	15,378
Magazines (Adult & Children)	10,874	9,362
Literacy Materials	102	91
Young Adult Fiction	13,286	13,679
Young Adult Non-Fiction	1,417	1,141
Juvenile Fiction	42,085	67,152
Juvenile Non-Fiction	9,668	10,533
Early Years	54,250	47,759
Miscellaneous	15	17
German	360	449
Large Print	4,156	4,351
Non-Print Materials		
Audio Books	9,064	7,937
Digital Viewing Devices	3,453	3,319
Railia (Story Sacks)	136	116
eLibraries Manitoba (Digital Books)	17,074	19,632
Total Circulation	237,933	254,516
Inter-Library Loans		
Borrowed Books	662	842
Books Lent	1,044	1,164
Total	1,706	2,006
Cardholders		
Steinbach Adult	10,195	11,124
Steinbach Juvenile	1,398	1,448
RM of Hanover	2,599	2,625
Non-Resident	2,286	2,413
Total	16,478	17,612

Physical Items checked out per month:

Jan—17,762

Feb—16,968

Mar—19,707

Apr—15,951

May—16,921

June—21,201

July—30,980

Aug—26,795

Sep—17,380

Oct—17,910

Nov—17,509

Dec—15,831

Statistics & Finances

Library Holdings

Most Circulated Adult Books of 2017:

1. The Whistler—John Grisham (27)
2. Fatal—John T. Les-croart (23)
3. Night School—Lee Child (23)
4. Rogue Lawyer—John Grisham (21)
5. Vicious Circle—C.J. Box (21)
6. A Long Way Home—Saroo Bri-erley (20)
7. Egg Drop Dead—Laura Childs (20)
8. Long Way Gone—Charles Martin (20)
9. The Woman in Cab-in 10—Ruth Ware (20)
10. The Wrong Side of Goodbye—Michael Connelly (20)

Most Circulated Book:
Garfield Pigs Out (40)

	2016	2017
Print Materials		
Adult Fiction	24,801	25,407
Adult Non-fiction	15,394	15,213
Magazines subscriptions	114	77
Literacy Materials	342	334
Young Adult Fiction	4,732	4,947
Young Adult Non-fiction	1,059	1,092
Juvenile Fiction	10,351	11,387
Juvenile Non-fiction	3,495	3,990
Early Years	9,458	8,114
German	511	595
Large Print	1,866	2,006
Reference (non-circulating)	441	45
Subtotal	72,564	73,207
Non-Print Materials		
Audio Resources	2,727	2,643
Digital Viewing Devices	1,372	1,490
Railia (Story Sacks)	61	61
Miscellaneous	62	7
	4,222	4,201
Total Holdings	76,762	77,408

Statistics & Finances

Financial Information

Income	2017
Province of Manitoba	120,454.00
Tourism Capital	1,429.00
Provincial Technology Grant	4,313.73
City of Steinbach	327,315.00
RM of Hanover	3,400.00
Federal Government: Canada Summer Jobs	3,864.00
Interest Income	1,203.33
Non-Budgeted Revenue	9,773.99
Fines	8,807.74
DVD Rental	2,818.75
Miscellaneous Income	762.56
Copier & Printer Fees	4,836.09
Book Sales	96.45
Lost & Damaged Fees	989.81
Program Fees	71.78
Donations	178.75
Room Rentals	3,550.00
Disc Repair	26.00
Other	0.00
Internet Fees	5,402.21
Non-Resident Membership Fees	44,452.00
Total Revenue	541,878.65

Expenses	2017
Acquisitions	36,617.96
Advertising & Promotion	516.63
Furniture	0.00
Computer Hardware & Software	1,073.07
Contract Maintenance	14,642.11
Education & Conferences	0.00
Internet Expense	1,560.60
Janitorial	17,538.11
Library Supplies	13,118.94
Miscellaneous	2,334.96
Programs	10,892.60
Rent	140,000.00
Travel	392.48
Telephone	3,249.90
Yard & Building Maintenance	2,940.00
Cash Register Discrepancy	<5.96>
Bank Fees	972.42
Wages & Benefits	292,863.71
Total Expenditures	534,927.58
Net Revenue	6,950.98



THANK YOU

Thank you!

As always we would not be here without the amazing community that surrounds us or the financial support we receive from the province and the city. We love serving you, and we're excited to receive your continued support every year. Every time you visit us, check out a book, come to a program, read a book through eLibraries Manitoba, use our Wi-Fi or public access computers, renew your membership, phone to ask a question, donate, or volunteer, you're showing your support for us and we could not be more grateful. We're lucky to be part of a city and community that gives us such support every year, and we have the improved statistics to prove it. Keep visiting us and letting us know what you'd like to see, and we will keep being here for you.

Volunteers

While we appreciate each and every form your support takes, we'd like to say a special thank you to those who volunteer for us. To those who shelve, do our inventory, dust around the library, shelf read, clean our board books, or other miscellaneous jobs that we come up with for you to do, we thank you. We appreciate that you're giving up your time to come spend it here with us, helping us make the library better.

Contact Us

Jake Epp Library

255 Elmdale Street,
Steinbach, MB

R5G 0C9

Phone: 204-326-6841

www.jakeepplibrary.com

www.facebook.com/jakeepplibrary/

Instagram: @jakeepplibrary

Blog:
www.steinbachonline.com/community-blogs/at-your-library