



# MLTA Newsletter

Manitoba Library Trustees Association  
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[www.mlta.ca](http://www.mlta.ca)

June 2016

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## Library Policy Audit

- ***Does your library have policies?***
- ***If so, are they easily accessible or are they simply lumped together in a binder on a shelf?***
- ***When was the last time they were updated?***

According to Michael Dawber, CEO/Librarian at the Rainy River Public Library, **policies are important to ensure consistent service, provide continuity of service and to provide accountability and transparency.** But in addition to having policies, it's necessary to dust them off on a regular basis and consider whether updates are necessary.

At the 2016 Manitoba Libraries Conference held in Winnipeg in early May, Michael shared his small library's experience performing a policy audit in a presentation entitled '**What's the So-What-Ness of it All? Conducting a Library Policy Audit**'. An engaging speaker, Michael provided practical examples of how his Board reviewed and updated their existing policies.

**Three reasons for an audit are to:**

1. Keep your library relevant and modern;
2. Match your library operations to strategic goals (something else to consider); and
3. Give your Board (and Municipalities) a full picture of how your library works.

... continued on page 2 ...



*To promote and foster the effectiveness of public library boards*

. . . Library Policy Audit . . . continued from page 1.

An important consideration in conducting a review of policy is **avoiding Trustee burnout**. Reviewing the nitty gritty policies can seem an overwhelming task. It's important not to attempt to be too aggressive. **Breaking policy review into manageable portions** will reduce the stress, but addressing these different and discrete parts at every meeting will build momentum. Don't forget to remind yourselves of the progress that you have made.

Don't think that your Board has to do all the work:

- Michael has created an Audit Checklist specific to Manitoba libraries, which he has graciously shared, along with his presentation at:  
<http://www.rainyriverlibrary.com/library-policy-audit.html>  
and on the Library Toolshed website <https://librarytoolshed.ca/conference-presentations>
- The Province has published Municipal and Regional Public Library Standards and Guidelines:  
[http://www.gov.mb.ca/chc/pls/pdf/librystandardsguidelines\\_e\\_web.pdf](http://www.gov.mb.ca/chc/pls/pdf/librystandardsguidelines_e_web.pdf).
- Sample Library Board policies can be found at  
Rainy River Library Board <http://www.rainyriverlibrary.com/board-policies.html>  
Southern Ontario Library Service <http://www.sols.org/index.php/funding-development/166-sols-publications/428-trillium-public-library-sample-policies>

Finally, remember that policies are intended to guide the 'why' and 'what'; they can't and shouldn't cover everything including the 'who', 'when' and the 'how' - those are procedures.

Submitted by Andrew Robert, MLTA Vice Chair

### 2016 MLTA Board of Directors

<b>Chair – Donna Kormilo</b> , Brandon	<a href="mailto:kormilod@mymts.net">kormilod@mymts.net</a>	Chair, Western Manitoba Regional Library Board
<b>Past Chair – Marvin Plett</b> , Winkler	<a href="mailto:mp@mymts.net">mp@mymts.net</a>	Chair, South Central Regional Library Board Councilor, City of Winkler
<b>Vice Chair – Andrew Robert</b> , Stonewall	<a href="mailto:acmarob@mymts.net">acmarob@mymts.net</a>	Chair, South Interlake Regional Library Board
<b>Secretary</b> - vacant		
<b>Treasurer – Dave Walker</b>	<a href="mailto:carol.dave.walker@gmail.com">carol.dave.walker@gmail.com</a>	Erickson, Parkland Regional Library
<b>Members-at-large:</b>		
<b>Patricia Brown</b>	<a href="mailto:pattibrown_3@hotmail.com">pattibrown_3@hotmail.com</a>	Portage la Prairie Regional Library
<b>Orest Kinaseych</b> , Winnipeg	<a href="mailto:orest@kinasevych.ca">orest@kinasevych.ca</a>	Winnipeg Public Library Board
<b>Bud Sigurdson – Gladstone</b>	<a href="mailto:jakri@mymts.net">jakri@mymts.net</a>	Gladstone Library & Parkland Regional Library Boards Councilor, RM of Westlake-Gladstone
<b>Ex-Officio Member</b> - Trevor Surgenor, Director, Manitoba Public Library Services	<a href="mailto:Trevor.Surgenor@gov.mb.ca">Trevor.Surgenor@gov.mb.ca</a>	



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Thompson Public Library is **Celebrating 50** Years

Join us for a BBQ event & special announcements

**June 4<sup>th</sup> from 11:00 to 2:00**

**Thompson Public Library**

*Your attendance would be valued!*



### **Congratulations to the Thompson Public Library for 50 years of Service to the Thompson Community**

From the very beginning, The Thompson Public Library has been a place conceived, supported, used and enjoyed by the residents of Thompson. It is an integral part of the community, a resource, a recreation facility, and a meeting place for the residents of Thompson.

From its humble beginnings as a lending library established by the Thompson Ladies Community Club in a room in the No. 1 School, it officially opened in February 1962 with a collection of over 500 donated books, supplemented by another 200 on three month loan from University Extension Services. The library quickly outgrew this space. In December, 1965, a grant of \$6,898 towards a Centennial project in Thompson was approved, with a new public library being voted as the project of choice. The official opening of the new Thompson Public Library took place on September 22, 1967. Donations from various community organizations provided funds for furnishings. An addition to the building was completed in late 1976.



Above: the first Thompson Library in the old No. 1 School.  
 Below: Volunteers unpacking donated books

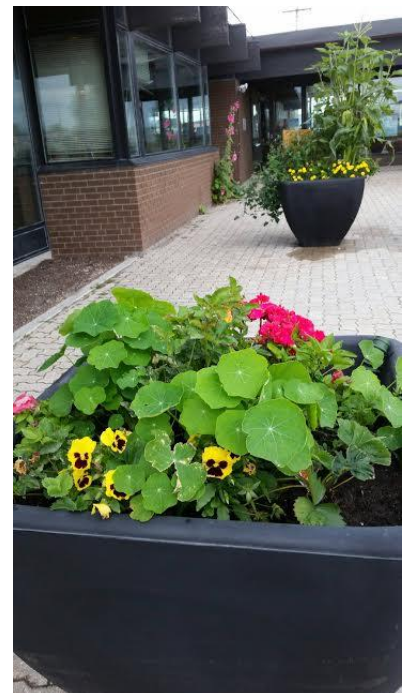






Above: **Thompson Library 1967.**

Photos in color are how it looks today. In cooperation with the Thompson Communities in Bloom committee, the planters in front of the library were installed as a joint project in 2014. The City of Thompson provided the filled planters, and the Thompson Association of Retired Educators annually buys and cares for the plants (flowers and vegetables) and works with the library staff to incorporate plant talk (and tasting) into their summer reading program.



<http://www.thompsonlibrary.com/>

On Facebook: Thompson Public Library

In the words of a previous employee,  
*“all in all, the Thompson Public Library, with its 10,000 square foot building, featuring plenty of room for browsing... has come a long way from the little room in No. 1 School in 1962, which featured 700 donated books and 30 eager, very determined volunteers”.*

## Public Libraries in First Nation Communities in Manitoba

Our March 2016 newsletter included a news release from University College of the North (UCN) “**UCN Celebrates Grand Opening of Third Community Library in Manitoba**” on page 5.

[http://www.mlta.ca/wp-content/plugins/archive\\_files/uploads/docs/839a1\\_20160404163945.pdf](http://www.mlta.ca/wp-content/plugins/archive_files/uploads/docs/839a1_20160404163945.pdf)

At the recent Manitoba Libraries Conference, Dr. Stan Gardner, Dean, Library and Instructional Services, UCN, and Denise Rowden, Community Librarian, Norway House, provided more information about the challenges and successes establishing public libraries in the First Nation communities of Norway House, Pukatawagan and Easterville.

In their presentation entitled **Public Libraries in First Nation Communities: A Collaborative Approach**, Dr. Gardner disclosed that, despite differences in each of the three communities, there were certain fundamental similarities.

- Each First Nation committed to funding part or all of the salary of library staff and providing an appropriate building;
- UCN hired the library staff based upon the recommendation of the Library Board and provided some funding, all of the cataloging, and the library automation system; and
- The Province provided pilot funding in the same manner as any municipal or regional library.

The Library Boards function in a similar manner as other municipal or regional boards, and are comprised of Dr. Gardner, representatives from Chief and Council, the community, an educator in the community, and the UCN Regional Centre manager. The three public libraries are members of the MLTA.

Some of the difficulties which were overcome included:

- Isolation (Pukatawagan is only accessible by plane, a 10 hour train or limited winter roads);
- The lack of existing appropriate library materials, the need to cull inappropriate or unnecessary library materials, and to catalogue the remaining and new materials; and
- Adapting facilities for library use.

Dr. Gardner reports that a key to the success of each of the libraries was not only the leadership and support of the Chief and Council, but having enthusiastic and resourceful supporters in each community who drove the projects forward.

Denise Rowden, hired from within the community of Norway House and enrolled in library technician training, proudly talked about the enthusiasm shown by members for the writing classes within the library and provided many examples (including published books) of their successful participants.

Dr. Gardner related that there was interest from other First Nation communities to enter a joint venture with UCN. He also expressed interest in having research conducted in whether there was any other similar or comparable projects ongoing in Canada or internationally; at this time this approach appears to be a made in Manitoba success.

Submitted by Andrew Robert, MLTA Vice Chair





The **public library in Norway House** is housed inside the UCN/Norway House Regional Centre which is the post-secondary building in the community that hosts all UCN post-secondary programs, the upgrading program called Mature Student Program, and the Norway House Cree Nation Education and Training Division.

Learn about the Northern Writers program hosted by Norway House Library

<https://librarytoolshed.ca/content/public-libraries-manitoba-first-nations-communities-collaborative-approach>





## Parkland Regional Library Board Update

Parkland has seen a 1.2% decrease in circulation in the last year. This was mostly from the declining use of the bookmobile. At the year end of 2015, E-Libraries Manitoba (ELM) usage was up 11.1%. There was also an increase in readership from the Gladstone, Grandview and Shoal Lake branches, and a strong demand for internet access this year at most branches.

### Changes in Services

1. **Eriksdale Public Library** has all agreements and by-laws in place and the official switch over date to be part of Parkland Regional Library was [May 2](#).

2. **Ste. Rose Regional Library** has also joined Parkland. The Ste. Rose collection will be integrated with our system.

3. The **Municipality of Ethelbert's** joining Parkland Regional Library is progressing slowly as the application has moved from the Dept. of Culture to the Municipal Board for their approval before the library can be formally established. They currently do not have a library.

Parkland Regional Library is now made up of 23 library branches, making for a very large Regional Library Board. In 2015, the Bookmobile went to 23 communities.

Submitted by Bud Sigurdson  
RM Westlake-Gladstone  
MLTA Member-at-Large



**Parkland Regional Library will be discontinuing its Bookmobile Service** on June 30, 2016. The decision to do so was based on declining bookmobile usage each year, and the age and condition of the bookmobile. Patrons will be encouraged to use their closest branch, and consider the e-library or the mail-out service.



**Rick Walker, Manager of Library Services at WPL**

**Rick Walker, Manager of Library Services at Winnipeg Public Library (WPL), has announced his retirement after more than 33 years of service with the Library.** During his tenure, Rick has overseen numerous library facility redevelopment projects, major improvements toward library accessibility, the development of online access of library resources, and the overall growth of the Winnipeg Public Library system. Rick was president of the Canadian Association of Public Libraries (CAPL) when it was a division of the Canadian Library Association (CLA). He has been a member of CULC (Canadian Urban Libraries Council) since 1998 and contributed to a number of working groups over the years. Rick has contributed as Chair, President, and Past-Chair to organizations including the Manitoba Library Association (MLA) and Manitoba Library Consortium Inc.(MLCI), and has been involved outside the Library in the Rotary Club. Recently he has been an active member of the Manitoba Libraries Working Group that has been tasked to create a stronger and more cohesive library association in Manitoba. Well done, Rick!

Submitted by Orest Kinasevych, Vice Chair, WPL Board



**Transformers** are public libraries in rural Manitoba that have transformed themselves to better serve their community.

**Boyne Regional Library in Carman** reorganized their collection from “pure” Dewey Decimal to DD-based subject categories and sub-categories with fewer numbers on the spine to make it easier for users to find non-fiction books. Compliments from patrons show that this is so.

**Victoria Municipal Library in Holland** rearranged and modernized the look of the library, and uses book store display ideas to highlight their collection. New books are now in the back of the library, there are rotating book displays in the window, and “hidden” books are showcased. The spines of series books indicate the number of that title in the series. More eye-catching outdoor signage was installed. There has been an increase in traffic and circulation.

The **Library Transformers session at the Manitoba Libraries Conference**, was arranged and moderated by MLTA. Presenters (L-R): Sandra Yeo (Boyne Regional Library), Jo-Anne Verniest (Victoria Municipal Library), Donna Walby Lawson (Springfield Public Library), Jean-Louis Guillas (Parkland Regional Library), Donna Kormilo (MLTA Chair, session convenor). MLTA extends a sincere note of appreciation to these participating Library Boards in agreeing to have their librarians take part in this presentation. Forty people attended and the comments received were very favorable.



**Springfield Public Library in Dugald** has evolved into a community resource and activity centre. Recent additions include a wellness resources area, toy lending library, Legion display corner, outdoor Winter Fun Day with Coeur de bois re-enactors, lending out snow shoes, Bridal Show, and local fundraisers such as Christmas Craft Sale, Art, Music & Wine, and the 2017 Motorcycle Rally. Programming included moccasin making, basic sketching, computer help, kids cooking series, and pre-school Move and Mind.

**Parkland Regional Library, Dauphin Branch** is being an innovative leader, catalyst and promoter of cultural programming, facilitating curiosity for all ages in the community. Some unique examples organized and hosted by the library include Third Thursday music nights, bi-annual youth talent show, art displays, Peecha Kucha presentations, youth drama group readings, Dauphin version of Canada Reads debate broadcast on local access TV, Think Science speakers, a baking challenge and being a site for some Culture Days activities at the end of September.







## Manitoba Library Trustees Association

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May 26<sup>th</sup>, 2016

Hon. Dale Kirby, Minister of Education and Early Childhood Development  
Government of Newfoundland and Labrador  
3<sup>rd</sup> Floor, West Block  
Confederation Building  
P. O. Box 8700  
St. John's, NL A1B 4J6

Dear Minister Kirby:

It is with grave concern that the Board of Directors of the Manitoba Library Trustees Association (MLTA) is writing to you. On April 29<sup>th</sup> we learned that the Government of Newfoundland and Labrador plans to close 54 of its 95 public libraries within the next two years as the province moves toward a regional library system. These cuts are devastating for the people of your province, especially those in rural areas, as they will have to travel much further to access library services. In Manitoba, joining a Regional Library system has enabled small communities to establish and/or retain a viable library with expanded resources available to their citizens.

**Public libraries are part of the essential social and economic infrastructure for strong communities. Public libraries provide the resources and the capacity that allow communities to flourish. Libraries address community needs that are essential to the public; they are a key pillar of educational infrastructure for literacy development, lifelong learning, and community programming. Libraries help unemployed or underemployed people find jobs. They provide the community with free internet access and access to information, thus ensuring the ability for all to access services that require on-line submissions only. They are the great equalizer. Closing libraries closes opportunity.**

The Manitoba Library Trustees Association urges the government of Newfoundland and Labrador to reconsider its decision to close 54 public libraries and recognize that investing in public libraries is an investment in the potential of the people of your province.

Sincerely,

Donna Kormilo, Chair  
Brandon, MB

Andrew Robert, Vice Chair  
Stonewall, MB

Marvin Plett, Past Chair  
Winkler, MB

Dave Walker, Treasurer  
Erickson, MB

Patti Brown  
Portage la Prairie

Orest Kinasevych  
Winnipeg, MB

Bud Sigurdson  
Gladstone

Cc: Hon. Rochelle Squires, Minister of Sport, Culture and Heritage, Province of Manitoba

Wednesday May 4 – Friday May 6, 2016  
Presentations from some of the sessions are posted  
on the Library Toolshed website, “Browse” section

<https://librarytoolshed.ca/conference-presentations>

**Posted presentations of interest to trustees  
include:**

- Library Board Policy Audit
- Bibliothèque Allard Regional Library Strategic Plan 2013-2016
- Becoming a Community Hub: Allard Library’s Success Story
- Instagram Marketing of Libraries: promoting your library using photographs on social media (e.g. facebook, twitter)
- Promoting the Library through Programming
- Closing Keynote by Sandra Hirsh
- Developing and maintaining erotic fiction and erotica collections in the public library

*An article for you to read . . .*

**How libraries are advancing and inspiring communities**

<https://ww2.kqed.org/mindshift/2014/11/20/how-libraries-are-advancing-and-inspiring-communities/>

**Manitoba Library Trustees Association**

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**Did you know that . . .?**

- **Honourable Rochelle Squires is Manitoba’s new Minister for Sport, Culture and Heritage.** Public libraries are within the Culture portfolio. She can be reached via [minsich@leg.gov.mb.ca](mailto:minsich@leg.gov.mb.ca) or at her office  
Room 118 Legislative Building  
450 Broadway Ave., Winnipeg, MB R3C 0V8  
(204) 945-3729 Fax: (204) 945-5223



***Dinosaurs did not die out because of climate change, they died out because they failed to adapt.  
And so it is with libraries – they must adapt to change or their relevance will die out.***

*Sandra Hirsh*

**Library Activity in the Province**

What is your library/Board proud of?

What projects are underway/just completed?

Let Donna Kormilo know so they can be featured in a newsletter or on our website.

Send your info and photos to

[manitobalibrarytrusteesassn@gmail.com](mailto:manitobalibrarytrusteesassn@gmail.com)