
**PARKLAND
REGIONAL
LIBRARY**

**2021
ANNUAL
REPORT**



www.parklandlib.mb.ca

1-866-638-6410

PARTNER MUNICIPALITIES & TRUSTEES

Municipality

Clanwilliam-Erickson
Dauphin (RM)
Dauphin (City)
Dauphin (City)
Ellice-Archie
Ethelbert
Gilbert Plains
Grahamdale
Grandview
Hamiota
Lakeshore
McCreary
Minitonas-Bowsman
Mossey River
Mountain
Prairie View
Roblin
Rossburn
Ste. Rose
West Interlake
WestLake Gladstone
Yellowhead

Board Member

Cody Cameron
Midge Sametz
Allen Dowhan (past)
Kathy Bellemare
Marla Dyke
Dave Anders
Trent Crowe
Greg Jabusch
Dwayne Bomak
Kerri Wilson
Jean Geisel
Donna Duggan
Courtney Densen
Reynold Sahulka
Nestor Rizok
David Howard
Karol Kozmeniuk
Kerry Lawless
Shari Shankaruk
Penny Wainright
Bud Sigurdson
Olga Woychyshyn

Board Chairperson Report

It was a bit trying for everyone associated with Parkland Regional Library as we finished our second year of dealing with Covid 19. I would like to congratulate all of the Trustees and their active participation throughout the year. A special thanks also to our librarians and other employees who all pulled together to make our libraries succeed in 2021.

A sad note in September was Parkland's and Dauphin's loss of Mayor Al Dowhan. Al had previously served as Chairperson for the PRL system and is greatly missed.

In partnership with Community Futures Parkland, surveys were sent out to our 23 libraries asking our patrons many questions regarding their local library and asking for suggestions. There were 371 surveys returned. We are hosting focus group meetings with our Trustees and their local librarians taking place in early 2022.

Due to Covid 19, we had temporary closures and curbside pickups throughout our system at various times throughout the year. Our patrons were very co-operative and overall things went as smooth as they could. We actually had an increase in circulation of 7,105 so I am very pleased.

All of our Trustee meetings were held by Zoom and I am looking forward to when we can all meet again in person.

In closing, I usually try to keep politics out of my role as Chairperson, but I want to mention the appreciation we at PRL felt when we received a technology grant from the Province and later in the year another large operating contribution to help our rural libraries.

This will be my last report as I'll be retiring in 2022. I'd like to thank everyone in the PRL system for our good experiences together and to our Director Alison. Take care.

Bud Sigurdson, Chairperson



Director Report

The pandemic has highlighted many strengths and weaknesses in our society. This collective experience has been a true test of resilience. People and institutions have had to quickly adapt to changing directives and best practices based on evolving knowledge and research. I believe that being able to approach life's challenges with a positive attitude is one of the key ingredients for success. That has been an element of our Parkland Regional Library team's success. While it is impossible to feel positive all of the time, looking for strengths and opportunities will foster a better outlook on what the future holds. Focusing on weaknesses and negativity is a sure way to spoil your day, and perhaps take an unnecessary detour.

I have proudly observed our librarians and administrative staff rise to the daily challenge of offering excellent library and customer service during challenging times.

Libraries have demonstrated their inherent importance at the heart of our communities. Libraries provide free access to reliable information, which has never been more important.

We have embarked on a conversation with our communities, trustees, partners and staff through strategic planning. We received 371 completed surveys from community members. We have seen some real bright spots in terms of the gratitude from patrons, and the incredibly important place that their local library has in their lives. Libraries grow and evolve with us from childhood to old age. As we start on the analysis, we see key areas for opportunity. Marketing the diversity of the services we offer in innovative ways will help continue to increase our circulation and presence. Communities and the people that call them home are always changing, therefore, as needs change, so must our methods of connecting and service delivery. We are very comforted to see an improvement in circulation patterns across our region.

I would like to extend a sincere thank you to our partner municipalities for their leadership and financial support. I would also like to extend a special thank you to the Province of Manitoba. The Province increased financial support to libraries in 2021, both through a per capita formula and through COVID-19 supports.

Alison Moss, Director



Library Use

Total Circulation	Physical Materials	Elibraries	Kanopy	Total Circulations
Y2020	83,445	53,332	3,108	139,885
Y2021	89,472	54,972	2,546	146,990

Branch Circulation (Physical Materials only)

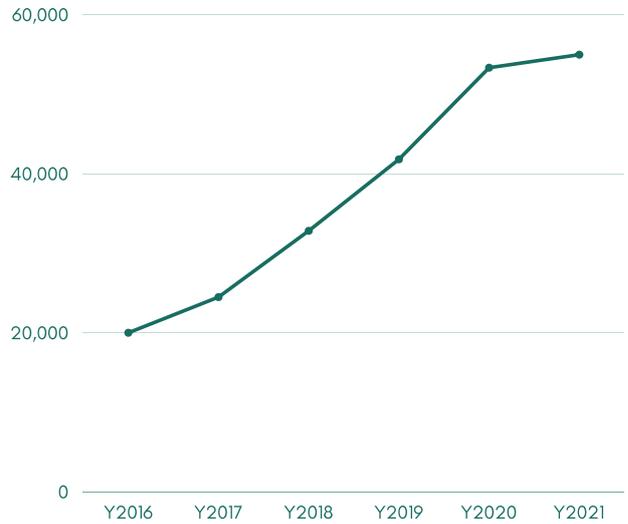
Community	Y2020	Y2021
Birch River	1,254	1,802
Birtle	3,878	3,514
Bowsman	1,771	2,272
Dauphin	25,406	27,123
Erickson	3,110	3,081
Eriksdale	2,678	2,599
Foxwarren	531	520
Gilbert Plains	2,305	3,409
Gladstone	4,542	3,828
Grandview	4,295	4,965
Hamiota	5,550	5,937
Langruth	186	692

	Y2020	Y2021
McCreary	1,479	1,575
Minitonas	2,108	2,305
Ochre River	1,641	1,688
Roblin	5,103	4,989
Rosburn	1,714	1,934
Shoal Lake	3,324	4,026
Siglunes	2,409	2,693
St Lazare	1,603	1,666
Ste Rose	3,300	4,272
Strathclair	1,258	852
Winnipegosis	2,332	1,935
Mail Out	1,322	1,795

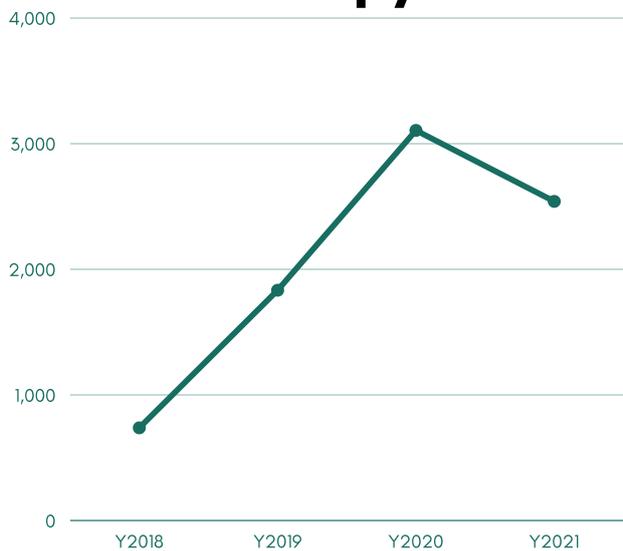
Physical Circulation



e-Books + e-Audiobooks



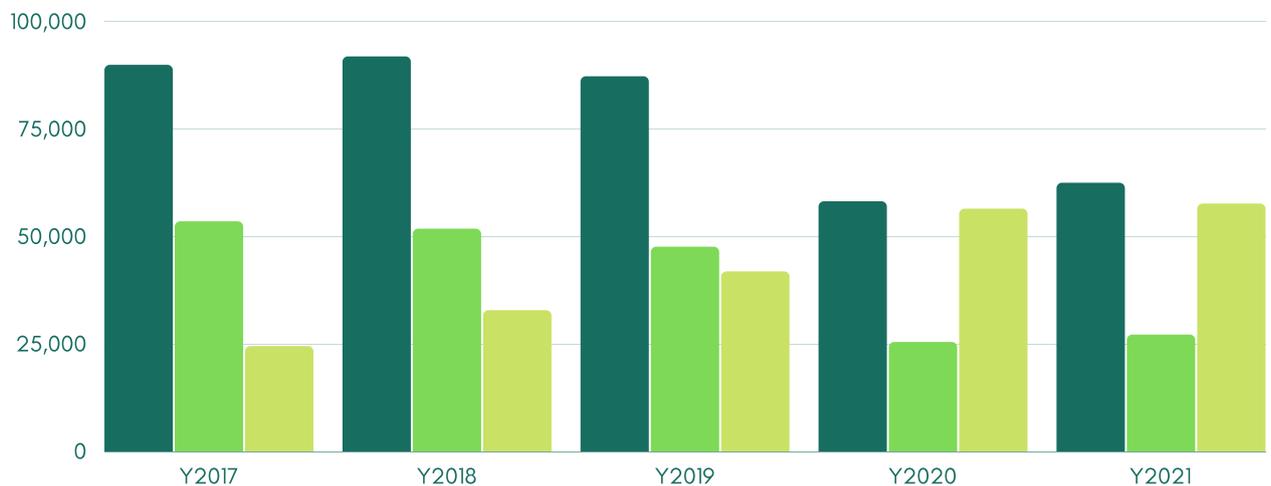
Kanopy



Materials Collection	
Adult Fiction	21,278
Adult Non-Fiction	17,689
Junior Fiction / YA	22,716
Junior Non-Fiction	8,103
Picture Books	7,993
Large Print	6,262
Paperbacks	33,647
DVDs / Audio	5,686
French	2,135
Total	125,509

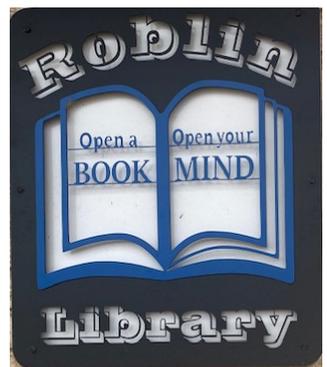
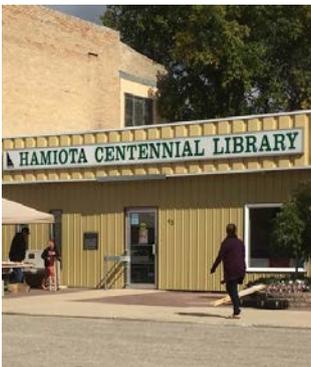
5 Year Trend (Circulation)

Branches / DPL / ELM+Kanopy



Circulation Notes

2021 has been a year of ups, downs, and slow recovery. Circulation of our e-Materials continues to increase. We were able to pilot offering electronic magazines through Pressreader, as we received a Safe at Home grant for 2021. At the end of 2021, we moved to Overdrive's e-magazine collection. The integration of this service with Libby, along with a social media marketing campaign has seen near instantaneous results. Our unique user count on e-Libraries for the last months of the year shot past the average for Pressreader and ELM combined earlier in the year. Patron feedback has been positive and they especially have commented on the ease of having as many services available on one platform. Overdrive's acquisition of Kanopy leaves us hopeful for further integration between those two services. Despite the continued issues stemming from the pandemic, physical circulation has improved. Our libraries have been grateful to return to offering internet access and some limited programming with restrictions. We hope to continue to see recovery and growth in 2022.



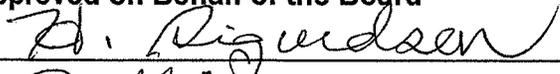
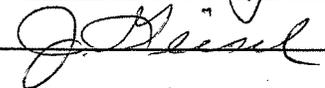
PARKLAND REGIONAL LIBRARY SERVICE

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash on Hand and in Bank	\$ 271,478	\$ 156,627
Short Term Investments - Note 3	150,000	280,000
Accounts Receivable - Note 4	8,681	9,562
	430,159	446,189
LONG TERM		
Long Term Investments - Note 5	80,000	-
Capital Assets - Note 6	260,352	249,385
	340,352	249,385
	\$ 770,511	\$ 695,574
LIABILITIES		
CURRENT		
Trade Accounts Payable	\$ 7,209	\$ 10,682
Deferred Revenue - Note 7	-	5,850
	7,209	16,532
NET ASSETS		
Invested in Capital Assets	260,352	249,385
Unrestricted	502,950	429,657
	763,302	679,042
	\$ 770,511	\$ 695,574

Approved on Behalf of the Board

 Director
 Director

(The accompanying notes are an integral part of these financial statements.)

PARKLAND REGIONAL LIBRARY SERVICE

STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2021

	Invested in Capital Assets Fund	Unrestricted Fund	Net Assets 2021	Net Assets 2020
Balance, Beginning of Year	\$ 249,385	\$ 429,657	\$ 679,042	\$ 618,765
Difference Between Revenue and Expenses	(98,755)	183,015	84,260	60,278
Library Materials Acquired	105,770	(105,770)	-	-
Capital Assets Acquired	3,952	(3,952)	-	-
Balance, End of Year	\$ 260,352	\$ 502,950	\$ 763,302	\$ 679,043

(The accompanying notes are an integral part of these financial statements.)

PARKLAND REGIONAL LIBRARY SERVICE

STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2021

	Budget (Unaudited)	2021	2020
REVENUE			
Province of Manitoba -			
Operating Grant	\$ 467,242	\$ 524,230	\$ 467,242
Rural Library Technological Sustainability Grant	51,306	51,210	51,306
Municipal Operating Grant - <i>see attached schedule</i>	617,218	661,666	611,044
McCreary SPHCC Grant		4,550	
Ochre River HTN Grant	-	3,107	-
Ochre River SPHCC Grant	-	1,500	-
Ste. Rose SPHCC Grant	-	2,400	-
Manitoba Arts Council Grant	900	900	3,600
Manitoba Bridging Grant	5,000	15,000	5,000
Manitoba Safe at Home Grant	6,500	6,500	-
Canadian Emergency Wage Subsidy	-	-	10,373
Non-Resident Memberships	1,800	2,075	1,235
Interest Earned	3,800	684	4,619
Other	2,500	1,594	1,035
	1,156,266	1,275,416	1,155,454
EXPENSES			
Amortization	-	98,755	94,263
Bank Charges	300	296	293
Book Processing/Membership Cards	3,300	3,251	3,418
Branch Operations	271,112	315,560	244,713
Branch Staff Wages and Benefits	349,853	331,634	320,450
Building Rent	12,100	12,100	12,100
Building Repairs and Maintenance	7,000	3,213	4,397
Computer Maintenance & Support	15,000	12,842	12,149
DPL Operating Grant	125,598	125,598	122,145
Ochre River Grant Expense	-	4,596	-
Ste. Rose SPHCC Grant Expense	-	2,257	-
HQ Wages and Benefits	224,310	224,615	217,453
Internet	1,000	1,160	974
Janitorial Services	4,000	3,818	3,887
Job Search	-	336	235
Library Material Regional	108,600	6,659	-
Library Material DPL	-	-	22,202
Library & Office Supplies	10,000	9,972	10,335
License & Insurance	2,700	1,097	2,684
Littles and Libraries	-	4,344	-
Memberships	650	520	634
Postage	9,000	10,207	6,497
Professional Services	5,500	5,350	4,245
Promotion	500	216	20
Staff Development	-	886	25
Covid Programming Expense	500	2,119	-
Travel	6,000	2,855	3,917
Utilities	1,200	633	2,193
Vehicle Operating	4,000	5,367	2,347
Writer in Residence Grant Paid	900	900	3,600
	1,163,123	1,191,156	1,095,176
REVENUE OVER/(UNDER) EXPENSES	\$ (6,857)	\$ 84,260	\$ 60,278

(The accompanying notes are an integral part of these financial statements.)

PARKLAND REGIONAL LIBRARY SERVICE

SCHEDULE OF MUNICIPAL LEVIES

FOR THE YEAR ENDED DECEMBER 31, 2021

	Base Levy	Branch Operations	2021	2020
REVENUE				
Clanwilliam - Erickson	\$ 7,613	\$ 8,188	\$ 15,801	\$ 12,734
City of Dauphin	73,229	107,620	180,849	155,593
RM of Dauphin	20,107	17,973	38,080	42,850
Ellice - Archie	5,163	16,650	21,813	20,633
Ethelbert	5,311	-	5,311	5,281
Gilbert Plains	12,862	6,450	19,312	17,705
Grahamdale	11,891	-	11,891	11,823
Grandview	12,968	8,299	21,267	21,456
Hamiota	10,719	12,946	23,665	19,367
Lakeshore	11,926	5,208	17,134	17,617
McCreary	7,805	6,779	14,584	14,926
Minitonas - Bowsman	14,464	12,666	27,130	27,013
Mossey River	10,019	1,982	12,001	11,882
Mountain	8,558	9,746	18,304	14,084
Prairie View	18,270	12,237	30,507	32,086
Roblin	28,122	8,871	36,993	36,311
Rosburn	8,540	5,322	13,862	14,353
Ste. Rose	14,980	20,744	35,724	35,750
West Interlake	18,917	32,976	51,893	35,480
Westlake - Gladstone	27,597	8,155	35,752	34,547
Yellowhead	17,045	12,748	29,793	29,553
	\$ 346,106	\$ 315,560	\$ 661,666	\$ 611,044