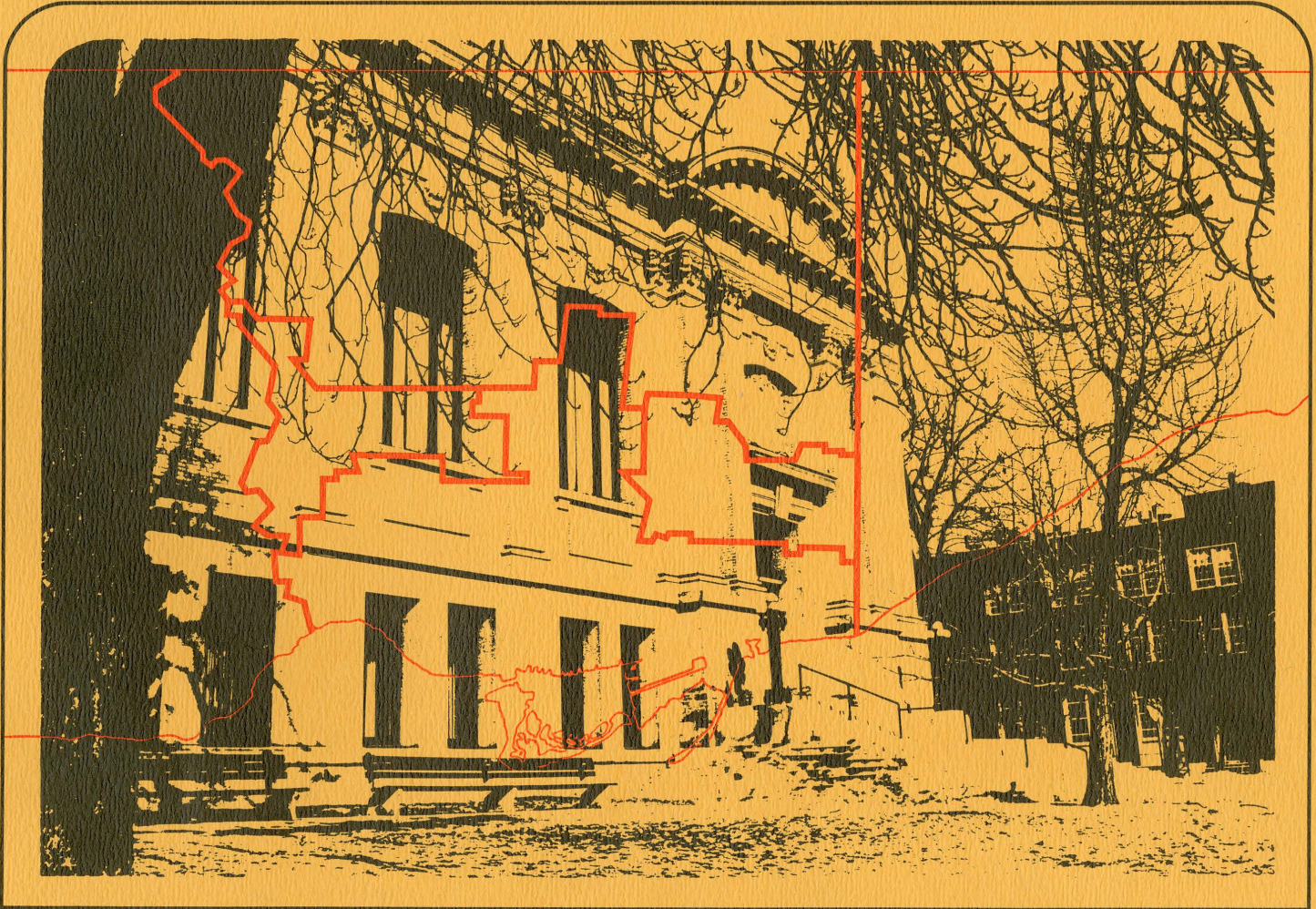


# FIRST REPORT 1967-1969

L.HORRBY



METROPOLITAN TORONTO LIBRARY BOARD

# FIRST REPORT, 1967-1969

of the  
Metropolitan Toronto Library Board

## THE BOARD

**Chairman:** T. H. GOUDGE

**Members:** JOHN M. BENNETT, M.A., Ph.D.

CONTROLLER MARGARET CAMPBELL, Q.C.

CARL W. CASKEY

WALTER G. CASSELS, Q.C.

C. DOUGLAS CUTHBERT

HER WORSHIP, THE MAYOR OF EAST YORK,  
MISS TRUE DAVIDSON

MRS. G. O. MORGAN

HARVEY L. MOTT

**Director:** JOHN T. PARKHILL, M.A., B.L.S.

**Secretary-  
Treasurer:** ANTHONY H. WINFIELD, C.G.A.

### **Members of the Board who resigned during the three-year period:**

KEELE S. GREGORY (1967)

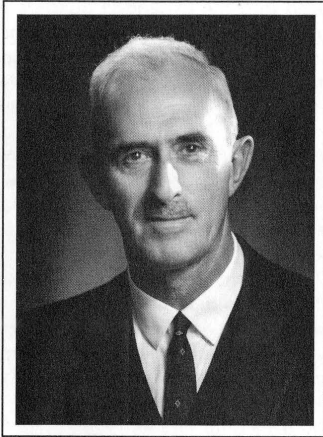
CHARLES L. CACCIA, M.P. (1968)

R. C. STONE (1969)

The Metropolitan Toronto Library Board was set up as a regional library board under the Public Libraries Act, 1966 and the Municipality of Metropolitan Toronto Amendment Act, 1966. It is composed of one person appointed by each of the six area municipalities; the chairman of the Metropolitan Council, or his representative; one person appointed by the Metropolitan Toronto School Board; and one person appointed by the Metropolitan Separate School Board. Members of the Board are appointed for a three-year term.



# REPORT OF THE CHAIRMAN



*T. H. Goudge*

A writer about books has stated that "those works are most valuable that set our thinking faculties in the fullest operation."

Many such works are contained in the historic Central Collections which had been brought together over the years by the Toronto Public Library. Never before have so many people sought out the rich resources of these collections and it is a matter of some significance that this growing interest has increased during the first full year of their operation by the Metro Board.

## **1967—YEAR OF PLANNING**

The Metropolitan Toronto Library Board was appointed in early 1967 under the provision of Bill 81 and within the more general classification of a Regional Library Board. There were varying opinions expressed as to what should be the function of this new Board. During its first year it undertook to determine what its aims and objectives should be to bring the greatest benefit to public library service throughout Metro Toronto.

In giving consideration to our goals we had the benefit of several studies that had been made in recent years. These included the Shaw report on Libraries in Metropolitan Toronto, the St. John Report on Libraries in the Province of Ontario, the Lee Ash Report on the scope of the Toronto Central Collections, the Goldenberg Report on Metropolitan Toronto, the numerous studies of library service in New York State, and others. In addition, the Board consulted the Chief Librarians of Metro and received many briefs on the matter.

From studies made pertaining to regional library service, experience pointed up as a basic requirement the necessity of having a strong core collection which would be a back-up resource centre for all the libraries of a region. Such a central collection lessens considerably duplication by district libraries of a great deal of reference and research material at the same time that these regional resources are made available to all by means of personal visits, telephone, teletype, loans, etc.

In the light of all the evidence it considered, the Metropolitan Toronto Library Board determined that it should become an operating Board, and acting under the provisions of Bill 81 decided that priority should be given to the acquisition of the

Central Collections of the Toronto Public Library. After considerable negotiation between the Boards, on December 21, 1967, an indenture was signed which laid the foundation for transfer.

### **1968—YEAR OF TRANSITION**

In the same month, a Chief Librarian was engaged and Mr. John Parkhill began his duties on January 1, 1968, as Director and Secretary-Treasurer of the Board. During 1968 negotiations continued relative to the transfer of property, changeover in operation arrangements and division of staffs. Meanwhile, the overall management by the Toronto Public Library continued on a contract basis until September 30, 1968.

After discussion with the city and borough libraries, it was agreed that the co-operative film service should become a Metro responsibility, and on July 1, 1968, the Metropolitan Board took over the assets and operation of the Audio-Visual Services of Metropolitan Libraries Inc.

On October 1, 1968, the Metropolitan Board added another Metro link with the installation of a teletype system connecting the Central Library's Bibliographic Centre and the borough headquarters libraries.

At its meeting on September 17, 1968, the Council for Metropolitan Toronto approved the recommendations of the Metropolitan Library Board to pass a by-law assuming the College and St. George Street Library property, and the Music Library property, to approve leases on other properties, and to authorize the transfer of all the Central Collections with the personal property and assets used in connection therewith, and the assumption of operations as of October 1, 1968.

On behalf of the Metro Library Board, I wish to express our appreciation to the Board and staff of the Toronto Public Library for their fine co-operation which prevailed throughout our negotiations and the problems of transfer and adjustment.

### **1969—YEAR OF GROWTH**

During 1969 the Metro Library Board has increased its resources and expanded its services. With the assistance of teletype there has been an increase in 1969 over 1968 of nearly 100% in films loaned at all service points—it is well that Audio-Visual Services

moved into the expanded quarters in the old wing of the Metro Music Library. Three quarters of a million people used the services of the Central Library either by coming to it or by telephone inquiries. Use by patrons of materials in all sections of the Metro Library over the past two years has increased by 50%.

During 1970 we can expect continued growth. In order to provide expanded services, the Languages Centre has been moved into the College Street wing of the Central Library. The Metropolitan Council has approved the leasing of 20,000 square feet of space in the Odd Fellows building almost directly across College Street from the Central Library. Business Reference and Science & Technology sections will move into this building, a move that will permit not only their expansion, but also the expansion of the other sections that shared the space vacated.

Future needs will be much greater and the Board has made application to the Metropolitan Council for \$2,000,000 in capital funds for a site and \$15,000,000 for the building of a new Metropolitan Toronto Library.

The Board is pleased with the degree to which the Metro concept of the Central Collections has been developed and accepted throughout the whole of Metropolitan Toronto.

The year saw the retirement of three members of the staff with over 40 years of valuable service each: Miss Eldred Fulton, Head of Cataloguing Department; Miss Hazel MacTaggart, Head of Recataloguing Department; and Miss Alma Page, Cataloguing Department. Others who retired were: Miss Lorna Procter, History Section; Mr. Daniel Neale, Circulation Unit; and Mr. Roy Marlatt, Audio-Visual Services.

We are deeply indebted to our Director, Mr. Parkhill, for his professional guidance, and on behalf of the Board, I wish to express our sincere appreciation to him, and all our staff, who have done so much to provide such a high quality of library service during our transitional year, and throughout the first year of operation by the Metropolitan Toronto Library Board.

*T. H. Goudge*  
**CHAIRMAN**





1.

1. Mrs. Albert Nordheimer (third from left) at ceremony to name the Music Library's concert room the "Nordheimer Room" in her honour. With her are: John T. Parkhill, Regional Director; Mrs. Marjorie Hale, Head of the Music Library; and Mr. Goudge.
2. Etobicoke Mayor Edward Horton inspects teletype connecting Central Library's Bibliographic Centre and borough libraries.
3. Mr. Goudge looks pleased as Mr. Parkhill (right) presents cheque to Mr. Newman Mallon, Secretary-Treasurer of Toronto Public Library Board, for TPL operation of Central Library prior to Metro Library Board takeover.



3.



2.



**DIRECTORS OF ONTARIO REGIONAL LIBRARY SYSTEMS**

(left to right) STANDING: Charles Brisbin (South Central), William Roedde (Director, Provincial Library Service), John Parkhill (Metropolitan Toronto), Deane Kent (Lake Erie). SEATED: Les Fowlie (Niagara), Fred Israel (Southwestern), Stan Beacock (Midwestern), Barrie Robinson (Lake Ontario), Claude Aubry (Eastern Ontario), Ruth Ames (Northeastern), Ron Mackenzie (Georgian Bay), Colin Robertson (Central Ontario). ABSENT: Ray Smith (Algonquin), Peter Hallsworth (North Central), Alan Pepper (Northwestern).

# REPORT OF THE DIRECTOR

## Metropolitan Toronto Region

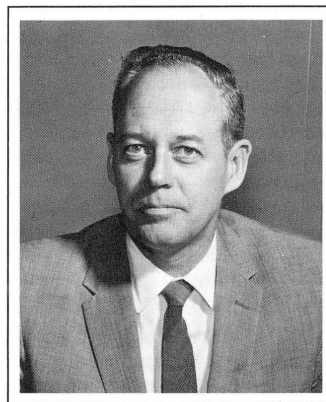
Regional developments consisted largely of co-sponsored activities, the setting up or continuation of metropolitan committees, and the publication of listings of value to all the public libraries of Metropolitan Toronto.

### CO-SPONSORSHIP

In autumn 1968, the Board co-sponsored with the Scarborough Public Library an audio-visual workshop at the Cedarbrae District Library, and with the Ontario Association for Continuing Education and the public libraries, a conference at the Forest Hill Library on the possibility of establishing a continuing education "exchange" for Metropolitan Toronto. This past summer, the Board co-operated with the public libraries of Metro Toronto in arranging a booth at a "Careers for the Future Show" at the Canadian National Exhibition, complete with teletype connection to a public library in Metro.

### CONTINUING EDUCATION DIRECTORY

Librarians and adult educators generally displayed great interest in the idea of bringing some order to the annual chaos of fall courses offered by their myriad institutions. With the help of OACE and the public libraries of Metropolitan Toronto, and with special assistance from the Toronto Public Library, the Metropolitan Board published in early September the *Continuing Education Directory for Metropolitan Toronto*, perhaps a first of its kind. The Directory lists over 5,500 adult education courses being offered by some 62 institutions in Metro Toronto in Autumn-Winter 1969; it was placed in about 70 public libraries in the Toronto area, and some 446 free and sale copies had been distributed to 112 organizations by the year's end. A second phase, co-sponsored with the Ontario Institute for Studies in Education, and directed by Diana Ironside, will analyze the Directory and its usefulness and issue a report in January 1970.



John T. Parkhill



## METROPOLITAN COMMITTEES AND ACTIVITIES

A number of metropolitan committees were busy during the year. An Interloan Committee had worked out the details of the teletype network and then went on to bring about the adoption of a common borrower's card for the region. Another committee has been trying to make the Metropolitan languages collection more useful across Metro. Larger and more intractable problems were wrestled with by a Systems Committee that investigated those that might seem receptive to a systems approach and that also tried to keep in focus the various ongoing metropolitan projects, most of which have resulted or will result in computer-produced listings of one kind or another. A union list of serials currently received by the public libraries of Metropolitan Toronto, for example, is being compiled and should appear in the spring of 1970.

A Technical Services Committee looked into the prospect of centralized cataloguing and processing and reported in the fall to the Metropolitan Chief Librarians. The most feasible approach seemed to be a pilot project to be undertaken by the North York Public Library, using some of the facilities of Seneca College. Late in the year a Metropolitan Reference Committee was set up to examine and rationalize, if possible, the specialized needs and collections of the various Metropolitan public library systems.

## FILMS ACROSS METRO

During the first full year of operating the Audio-Visual Services Film Library, the expanded operation in the Music Library along with teletype connections with the borough libraries and daily delivery of films between metropolitan service points have resulted in a consistent 100% increase in the use of films across Metro. Film service was greatly aided also by the publication early in the year, with the assistance of Miss Myrtle Buck of the National Film Board, of a joint catalogue of *16mm Sound Films available from the Public Libraries of Metropolitan Toronto*.

A computer-produced supplement, arranged by subject, title, series and language, and annotated, was published in October, and a consolidated computer-produced catalogue is planned for the fall of 1970.

## NEW SITE, NEW BUILDING

The moves of Business, Science and Technology in early 1970 will provide a breathing space for the Central Library, with its presently very inadequate room for patrons, books, and staff. The Metropolitan Library Board is actively looking for an alternative site to the present one and to the Old City Hall, which, it appears, will be used by the magistrates' courts until 1985. Central Library staff are engaged in drawing up a blueprint of requirements of a new building, and advice will continue to be sought from the Chief Librarians and the Boards of the area public library systems, in order to provide them and the people of Metro with the most efficient possible building, collections, and services to meet the greatly expanded needs of the years ahead.

## Metropolitan Central Library

During 1969, the collections and services operated by the Metropolitan Toronto Library Board were strengthened and extended in many ways. An expanded book budget resulted in very considerable additions of books, periodicals and other materials. Films and recordings, both music and spoken word, were acquired in greater numbers than ever before.

To serve the public of Metropolitan Toronto better, hours of service were extended in the Audio-Visual Services to coincide with the hours of the Music Library and in the Languages Centre to fit the hours of the other Central Library sections.

During the year, the Audio-Visual Services Film Library moved out of the Central Library building and into the Music Library. The Languages Centre moved into the space vacated in the Central Library at the end of December. Apart from these moves, and the reorganization of the Bibliographic Centre to absorb the greatly increased catalogue, physical re-arrangements were minor in the Central Library in 1969. But considerable planning was done by the staffs of the Business and Science & Technology sections to prepare for their moves in 1970 into the Odd Fellows building across the road from the Central Library.

1.



1. Miss Kathleen Gaw, Head of Audio-Visual Services, watches checking of films.
2. First copies of CONTINUING EDUCATION DIRECTORY shown to Mr. Parkhill by members of project team: (left to right) Mrs. Ruth Wertheimer, George Forrester of George Forrester Systems Company Ltd. and Miss Harriet Parsons.

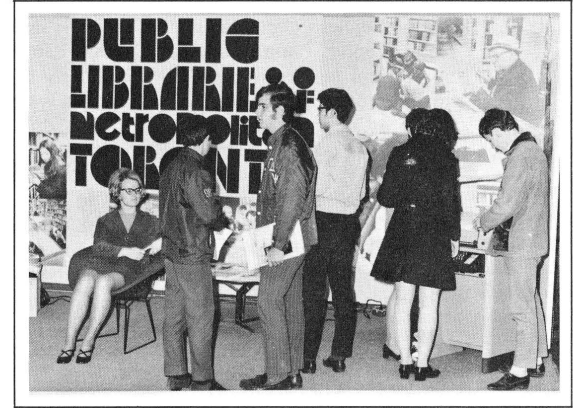


2.



3.

3. Interloan staff arranging shipment of books to outside libraries: (left to right) Mrs. Mary Shirreffs, Miss Carolyn Ross and Shipper Alec Chree.
4. Public Library booth at "Careers for the Future Show" at the C.N.E.



4.

## CHANGES IN EMPHASIS

The first full year as a metropolitan operation had varying effects throughout the Central Library. The Interloan Department, for example, reports a shift from supplying mainly Toronto Public Library branch needs to meeting the requirements of borough and outside libraries. Audio-Visual Services, since the installation of its own teletype machine, receives more than 1,000 teletype requests each month. The collections of the Baldwin Room were used by more students and scholars than ever before, from Canada, the United States and elsewhere—such as the housewife from Kenya compiling her genealogy; the relief worker from Nigeria studying Methodist history, and the Australian scholar working on comparative colonial government. Many readers had more specific inquiries: the year in which Nova Scotians began to drive on the right, the colour of Sir John A. Macdonald's eyes, the pioneer cure for hangover, and so on.

Almost all statistics show healthy upward trends. Audio-Visual Services circulated almost twice as many films as in 1968; Bibliographic Centre handled 126,000 catalogue cards, 25,000 more than last year; the Business Library reports that twice as many books, periodicals and vertical files were used in November 1969 as in the preceding April. Some drop in the circulation statistics and in the number of patrons of the Central Library was due largely to the greater emphasis on the reference and research aspect of the collections, as well as to the dispersal of the high school circulating books, formerly in the General Information Centre. This was more than offset by the use made of other Central Library facilities and services (see the statistics on page 18).

## THE COLLECTIONS

The Ash Report continues to be used as a touchstone for retrospective buying. Latin American holdings doubled, and Spanish and German history were greatly strengthened. The Literature Section placed emphasis on 18th and 19th-century English literature, 20th-century American literature, and German and Italian literatures and linguistics.

Changes in responsibilities of various sections were reflected

in transfers or planned transfers of materials. The Social Sciences Section completed the processing of some 600 biographies received from History. Responsibilities for world drama and literatures were worked out between the Languages Centre and the Literature and Theatre sections; 12,000 Languages Centre books in the Literature Section were transferred back to the Centre, and transfer of 2,500 books on linguistics from the Literature Section to the Centre is underway.

## CO-OPERATION WITH OTHER INSTITUTIONS

There were many and varied relationships with and services to other institutions throughout the year. Humber College provided one of their AVS students as film technician on a rotating basis; books for the Central Ontario Regional Library System are sent by van to North York Public Library where they are picked up by CORL for distribution in that region; the Business Library agreed to make its corporation files available to Bell and Howell for microfiche reproduction.

The Fine Art staff remain in communication with the libraries of the Art Gallery of Ontario and the National Library of Canada on indexing problems, and are also co-operating with the faculty and library of Sheridan College in a programme of slide-making of Central Library resources. For the first time, the Languages Centre arranged to loan new as well as older books to libraries outside Metro.

Municipal Reference staff worked with Toronto Public Libraries to supply and suggest Toronto materials needed by students for school assignments, and also with some of the boroughs to acquire their official publications.

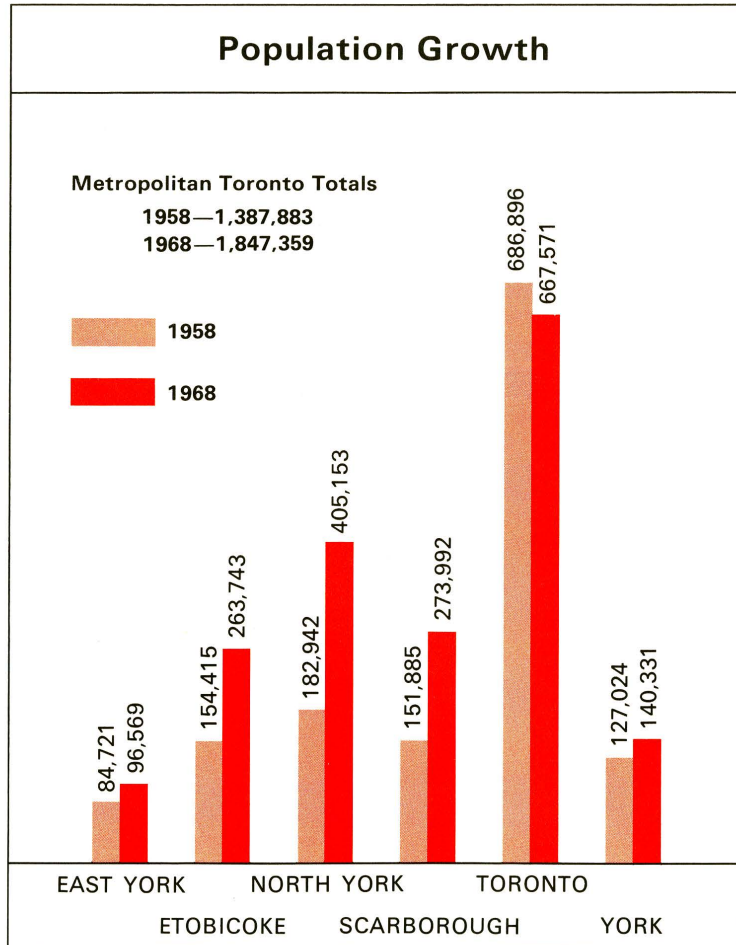
The Photography Department continued to supply colour transparencies and black-and-white prints to the Education Centre of the Toronto Board of Education. For the Toronto Public Libraries, it took pictures of various branch activities and resources, photographed before and after the fire at Riverdale Branch, and supplied prints for *TPL News* and the annual report.

Besides continuing to give considerable assistance to the Stratford and Shaw festivals, the Theatre Section organized and

*(continued on page 13)*



# THE LIBRARY EXPLOSION IN METROPOLITAN TORONTO



**Note:** Figures for the above and three following graphs were taken from the ONTARIO LIBRARY REVIEW, Nov. 1959 and Dec. 1969. The statistics for 1958 have been adjusted to conform to present boundaries of the City and Boroughs.

When Dr. Ralph Shaw, of Rutgers University, began his study of Library Services in Metropolitan Toronto in 1958, he was faced with a diverse conglomeration of 13 municipalities, each with its own Library Board. The 13 library systems ranged from that of the Village of Swansea (pop. 8,710) with one small library to that of the City of Toronto (pop. 686,896) where the 75-year-old Toronto Public Library, the largest public library in Canada, had 19 branches throughout the city, besides the Central Library.

The three largest township libraries had only been established in the 1950's—Etobicoke in 1950, North York and Scarborough in 1955. With the tremendous surge of population into these outlying areas, the libraries were desperately trying to meet the reading needs of the people through the use of bookmobiles in those areas where library buildings did not yet exist.

The number of public library outlets for the whole Metropolitan area was only 39, twenty of which were in the City of Toronto. (Compare this with today's 66—see map on back cover.) Wide differences in the quality of library service were also found in the various parts of Metro. Total operating expenditures per capita ranged from 70 cents in one municipality to \$3.20 in another,

with the average for the entire area only \$1.90.

The Shaw Report, published in 1960, gave a great stimulus to library development in Metropolitan Toronto. Among major recommendations of the Report were:

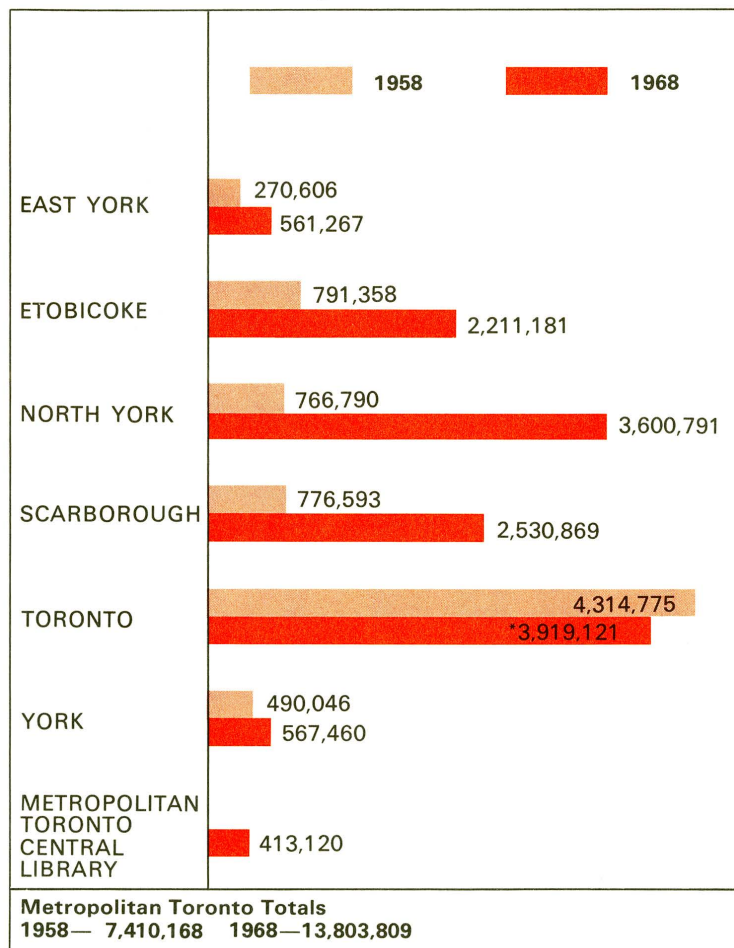
1. *The establishment of a Metropolitan Library Board.*
2. *A single borrower's card for use throughout the area.*
3. *Centralized cataloguing and processing of books.*
4. *Development of a network of regional and neighbourhood libraries throughout Metropolitan Toronto.*
5. *The Central Library of the Toronto Public Library to become a subject-departmentalized library, with at least half of the cost of operation to be borne by others than the taxpayers of the City of Toronto.*

It was not until 1967 that a Metropolitan Library Board was set up. A Metropolitan library card usable throughout the area became a reality in 1968. There are as yet no centralized cataloguing and processing services.

## A Decade of Growth

But in the ten years from 1958 to 1968, tremendous strides were made by the public library systems of Metropolitan Toronto in building new libraries, increasing their stocks

## Circulation of Books in The Public Libraries of Metropolitan Toronto



10

\* Operation of Central Library transferred to the Metropolitan Toronto Library Board in 1968.

of books, films and records, developing regional reference services and vastly improving the financial support given to libraries.

Over that period, the total population of Metro Toronto rose from 1,387,900 to 1,847,000 but the library growth outstripped the increase in population. Total book stock more than doubled from 1,388,000 in 1958 to 2,888,000 in 1968. Circulation of books rose from 7,410,000 to 13,804,000.

Total annual expenditure, including capital expenditure, went up from \$2,931,364 in 1958 to \$11,403,665 in 1968—a per capita increase from \$2.11 to \$6.17. Part of this increase was due to the rise in salaries, price of books and other costs, but a very appreciable portion went to providing more and better service to the public.

### Building New Libraries

A great building programme went forward to keep pace with the fast-growing population, especially in the large outlying suburbs. North York's was the most spectacular. In 1958, North York's only library was in a corner of the Municipal Building, with its Administration headquarters in an old farm house. The beautiful new Willowdale Regional Library and Administration Building was to open in 1959, but all the other 11 branches were added in the 1960's.

Scarborough, Etobicoke and East York also embarked on major building programmes. In 1958, Scarborough had four small libraries, with the bulk of the circulation carried on through their three book-mobiles. In the next ten years, four new branches were opened, including the large Cedarbrae Regional Library, which has become the audio-visual centre for Scarborough. Etobicoke started the decade with a new main library on Brentwood Avenue, two branches and a book-mobile. Since then four new branches have been built, including the Richview Regional Library, which is also the new administration headquarters. The libraries of Long Branch, New Toronto and Mimico became part of the Etobicoke Library system with the reorganization of Metropolitan Toronto in 1967. The East York Library, in 1958, was functioning as best it could in a charming, but much overcrowded bungalow. Its new main library, the Walter Stewart Memorial Library, was opened in 1960; since then three branches have been added, and the Leaside Library became part of the East York system under the Metro reorganization.

The York Public Library, founded in 1945, had had its major building programme in the early 1950's when the Main Library on Eglinton and two branches were opened. The

Metro reorganization added the Weston Library to the York Public Library; and one new branch library was opened in 1968.

Even the City of Toronto, though fully built up in 1958 and already well supplied with a network of 20 libraries, carried out an extensive programme of new buildings, major additions and renovations during the decade. These included the Reference Library Addition in 1960; the new Boys and Girls House in 1964, and the opening of five new branches, some replacing older buildings, others serving new areas. Forest Hill and Swansea libraries also joined the Toronto Public Library through the Metro reorganization.

### Growth of Services

While the building programme among the Metropolitan libraries in the past ten years was outstanding, the growth of services offered in the libraries, old or new, was equally impressive. The increase in the number of volumes in the five borough libraries was tremendous, as will be seen from the graph on this page.

Development of reference work, especially in the regional libraries, was marked during the period, both in the city and in the boroughs.

### Focus on Non-book Material

Collections of non-book materials were more and more stressed over

the ten-year period. Record collections were built up in all the library systems, and included music, spoken word and language records. The use of films greatly increased. Many libraries built up their own film collections; all joined in membership in the Audio-Visual Services of Metropolitan Toronto Libraries, Inc. (the forerunner of the Metropolitan Library Board's present Audio-Visual Services).

The Scarborough Public Library pioneered in the building up of a video-tape collection, but was soon followed by Toronto's Learning Resources Centre.

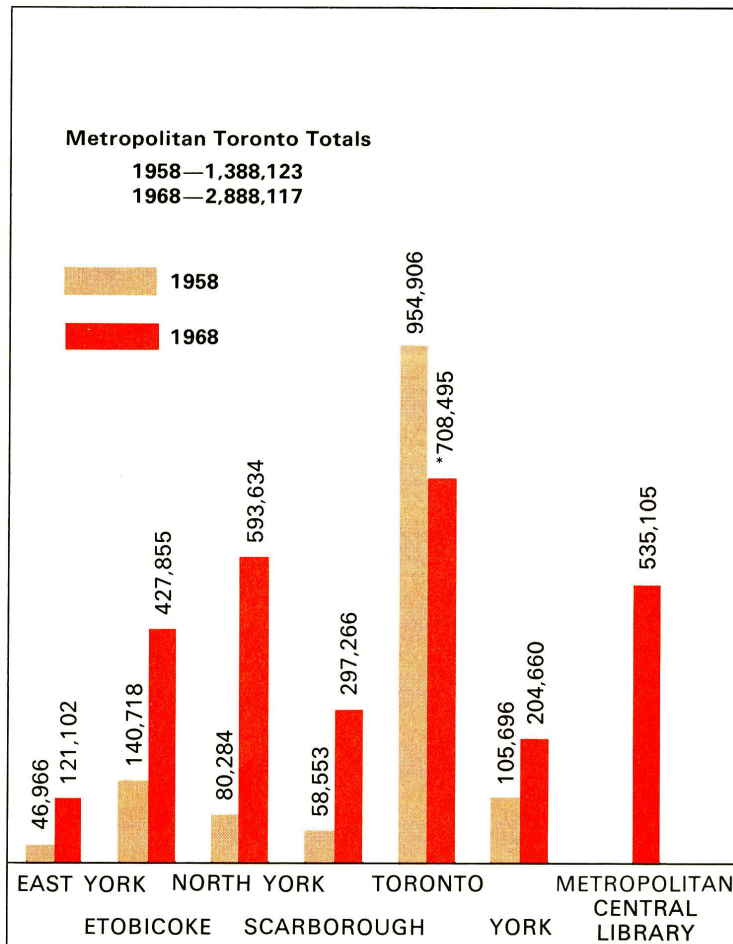
### Language Collections

Language collections—books, magazines and records—became increasingly important as large numbers of newcomers from Europe and Asia poured into Toronto. In 1957, the Toronto Public Libraries had established a Foreign Literature Collection, later known as the Languages and Literature Centre (now the Languages Centre of the Metropolitan Central Library). It built up a collection of over 50,000 books in 70 different languages. The borough libraries were also building collections of books in languages other than English, but chiefly in the major European languages.

### Automation in Libraries

Recently, automation has begun to

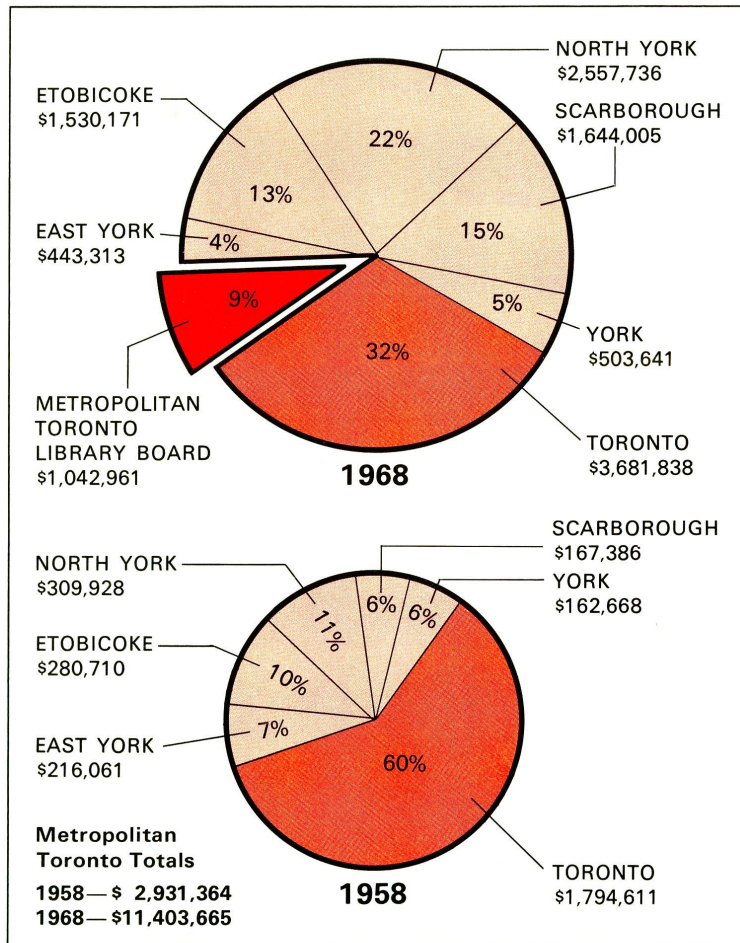
## Number of Volumes in The Public Libraries of Metropolitan Toronto



\*Central Library collections transferred to the Metropolitan Toronto Library Board in December, 1967.



## Total Expenditures by The Public Libraries of Metropolitan Toronto



take its place in the Metropolitan library picture. Scarborough, in 1968, was the first library in Canada to develop the use of a teletype network to speed up the interchange of books among its branches. But in 1962, the Toronto Public Library had pioneered the use of Telex for inter-library communication when its Science Section was opened in the Central Library—and this initiative led directly to the creation of a national library Telex network for Canada by 1964.

### Community Activities

Community activities of all kinds burgeoned in the public libraries of Metropolitan Toronto during the decade. The old image of a library as a "hush-hush" sort of place has been rapidly supplanted by the new reality of libraries as lively, "swinging" places. Art exhibits, talks, poetry and play reading, film programmes, concerts, discussion groups and continuing education courses now take place in the libraries throughout Metro. For the children, there are story-telling hours, puppet shows, plays, films, crafts and games—as well as books.

### The Central Library

Following the Shaw Report, the Toronto Public Library set about reorganizing the Central Library along the lines of its recommendations. At that time, the Central Library was divided into two parts:

the Reference Library and the Central Circulating Library. One subject section, the Hallam Room of Business and Technology, was already established in the Reference Library; and there was a Music Section in the Central Circulating Library.

Commencing in 1960, new subject sections were successively set up—most of them combining reference and circulating books and non-book materials. In the Central Library building, these included Fine Art, the Baldwin and Toronto Rooms (specializing in Canadiana), Theatre and Drama, Science (later to become Science and Technology), Literature, History and Social Sciences. The Bibliographic Centre and General Information Centre were also established in the Central building. Four subject sections, which were later to become part of the Central Library Division's collection's, were set up in branches—the Music Library in its own building; the Languages and Literature Centre, first at Queen and Lisgar, then at Parkdale Branch; and the Business and Municipal Reference sections in the new City Hall Branch.

The groundwork had indeed been well laid by both the Toronto Public Library and the five Borough Libraries by the time the Metropolitan Toronto Library Board was ready for action in 1968.

## REPORT OF THE DIRECTOR

(continued from page 8)

lent to the National Library a collection of unique Canadian play-bills, programmes and photographs, which constituted a large part of the National Library's six-month exhibition documenting the performing arts in Canada to mark the opening of the National Arts Centre in Ottawa.

## ACTIVITIES AND EXHIBITS

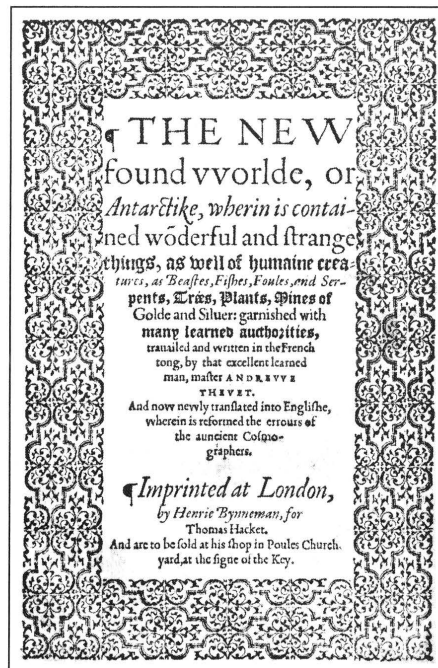
Both the Central Library Theatre and the Music Library's concert room were in constant use through the year. In December, the latter was renamed the Nordheimer Room, in honour of Mrs. Albert Nordheimer, the donor of the library's two grand pianos. A concert and reception marked this occasion, along with a display of Nordheimer music. Earlier in the year, the Languages Centre arranged four well-attended recitals in the concert room—using records and films relating to Polish, French, German and Russian literature. In October and November, Science and Technology assisted with an International Festival of Films on Science, also in the concert room—eight different programmes of 16mm and 35mm films.

The Metropolitan Library Board co-operated with the James Joyce Society to present Dr. Leslie Fiedler, in December, to an overflow audience in the Central Library Theatre. The Theatre Section mounted ten displays during 1969, including an exhibition of ceramic sculpture of theatrical subjects by theatre director Desmond Scott, and original Diaghilev ballet costumes lent by the Royal Ontario Museum.

Under the direction of the Head of Fine Art, and with the expert help of the Display Department, a programme of exhibits to illustrate the Central Collections was begun during the year, with displays at various points in the Central Library. An exhibition to mark the 100th anniversary of Mahatma Gandhi's birth was arranged in co-operation with the Social Sciences Section.

## PERSONNEL AND PUBLIC RELATIONS

A major responsibility of the Central Library office is the maintenance of personnel. In a year of somewhat higher turnover, particularly of librarians (three heads of sections resigned during



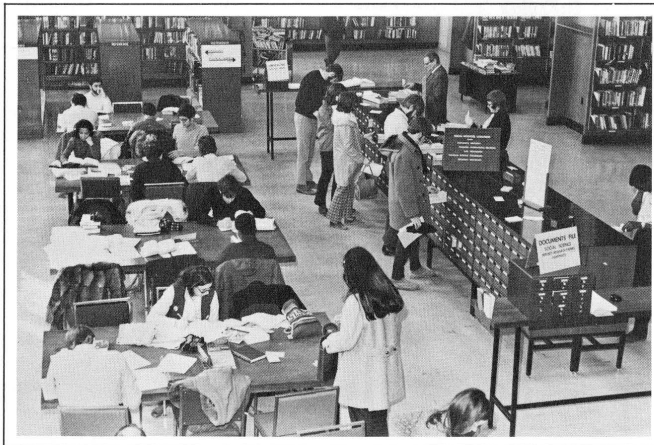
*First English translation of THE NEW FOUNDE VVORLDE, OR ANTARCTIKE by André Thevet, published in 1568, an outstanding acquisition of the year.*



1.



2.



3.



4.

1. *New Chinese staff member, Miss Gloria Wong, consults Leonard Wertheimer, Head of Languages Centre.*
2. *Self-instruction carrel, Languages Centre.*
3. *A busy day in Social Sciences.*
4. *Gandhi Exhibit in Central Library being viewed by Abdus Salam, Head of Social Sciences, and Mrs. Cheryl Ennals.*



the year), new staff have been vigorously recruited so that at any one time the number of vacancies has not been excessive.

Another important area is that of communications, and the Head has supervised a growing number of Central Library publications. Several sections now regularly issue lists of new acquisitions, on a monthly, bi-monthly or quarterly basis. In September the first number of the monthly *MTCL Staff Newsletter* was issued, and in November Vol. I, No. 1 of the *Quarterly Bulletin of Outstanding Acquisitions of the Metropolitan Toronto Central Library* appeared. Well along are revisions of the Staff Handbook and manuals relating to Book Selection and Job Descriptions.

## TRAVEL AND TRAINING

As part of the programme of planning a new metropolitan central library, staff attended many specialized meetings and visited numerous libraries, in both the U.S. and Canada.

The Head of the Languages Centre, Mr. Leonard Wertheimer, was assisted by the French Government and the British Council to visit France and England during the summer; he went also to Germany and Switzerland in pursuit of contacts and sources of supply for foreign materials. Miss Heather McCallum, Head of the Theatre Section, represented the Board at the Sixth Congress of the International Federation for Theatre Research as one of the three official Canadian delegates and as a member of the Board of Directors of the Theatre Library Association.

## ACQUISITIONS AND DONORS

The Baldwin and Toronto Rooms celebrated their first year under the Metropolitan Toronto Library Board by going back as far as possible in the printed records of Canada. On behalf of the citizens of Metropolitan Toronto, they acquired the first book in the English language about Canada. Published in London in 1568, André Thevet's *The New Found VVorld, or Antartike* describes the manners and customs of the Indians, the 'earthquakes and hayles to which this cuntry of Canada is very subject,' and the discoveries of 'Sebastian Babat and James Quartier'. Another important Baldwin acquisition was a collection of over 50 mid-

nineteenth century sketches and water colours of Ontario by the Rev. W. A. Johnson, who founded Trinity College School and served in the Rice Lake and Thunder Bay areas, as well as in Weston and Toronto.

Among the many outstanding acquisitions of the year, a few others may be mentioned here. Significant Theatre acquisitions included an early 17th-century fête book printed by the Plantin Press, 20 original Canadian stage designs, and a collection of scrapbooks, letters and film stills belonging to the Canadian-born film star, Ned Sparks. Also, Miss Rose MacDonald contributed hundreds of theatre programmes covering her long period as drama critic of the *Telegram*.

The Literature Section acquired two important collections by and about Sir Arthur Conan Doyle and Sherlock Holmes. One of the collections, consisting of some 200 volumes, came from the library of an Etobicoke collector, Mr. Arthur Baillie. The other, about 1550 items, came from Harold Mortlake & Co., London. The Literature Section has already begun to support its Holmes material with science fiction and Gothic novels.

Gifts continued to come to the Central Library at a rate that taxed the ingenuity of the Gifts and Exchanges Department to handle—the 27,612 items received in 1969 are very close to the number received in the peak year before the separation of the Central from the Toronto Public Library. Obviously, the Metropolitan Toronto Library Board is indebted to a very large number of donors, but wishes to express particular appreciation to the following for gifts of rare material: Professor Eric Arthur, Dr. J. M. Bennett, Mr. Cuthbert Coatsworth, Mrs. M. L. Goldie, Mrs. F. C. Hood, Professor Ross Irwin, Mr. John Langdon, Mrs. R. D. Ralfe, Mr. A. A. Harcourt Vernon, Miss Mary Williamson, and Mr. Brian Winter.

## Technical Services

Nineteen sixty-nine was the first full year for Technical Services to operate as a service for two library systems. The Toronto Public Library carried out some Technical Services functions but

practically all the ordering, cataloguing and non-fiction card production for their adult books was supplied by contract with the Metropolitan Library. Statistics for the year show a 35% increase in orders placed and an 11.7% increase in titles catalogued or re-catalogued.

To allow for separate accounting, orders were placed independently for the Metropolitan Toronto Central Library and the Toronto Public Library, and two streams of books moved through processing. With larger book budgets, more single orders, loss of coordination and a shorter work week, space and staff proved inadequate and long and short term means were sought to deal with developing bottlenecks.

Methods, files, forms, use and training of staff had not changed significantly over a period when requirements were rising steeply. Ten years earlier in 1959, the Central Library had added 4,985 reference and 6,161 circulating books, a total of 11,146. In 1969 Technical Services processed 47,038 books for the Central Library. Adult books added to the branches of the Toronto Public Library in 1959 and 1969 showed an increase from 44,638 to 73,932. The Toronto Public Library budget for books and maps in 1959 was \$195,000. The combined books and materials budgets of the Toronto Public Library and Metropolitan Toronto Central Library in 1969 was \$844,000.

The extent and age of the Central Library collections present problems with respect to change, not experienced in newer systems, but it was decided to sacrifice some consistency in order to accomplish more work.

By the end of the year, the decision had been made to classify by the 17th edition of Dewey and to accept Library of Congress cataloguing copy with full information and American spelling. Changes were made after discussion with the Central Library staff and reflected decisions on standardization reached during the year by Metropolitan Toronto and Ontario committees of Technical Services personnel. Time will be saved in revision and training and it will be possible to produce catalogue cards directly from Library of Congress slips.

The effects of duplication were most severe in the Order Department where the filing entailed in running two separate

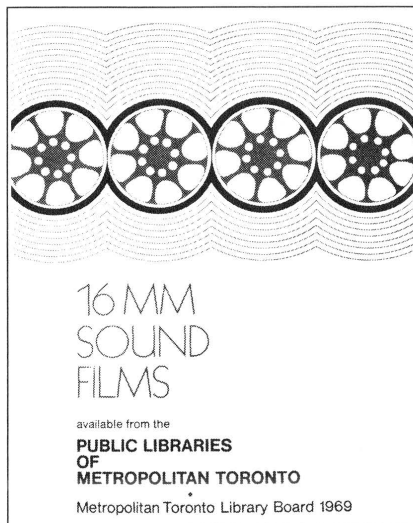
systems became staggering. The only solution was to discontinue or simplify files but a minimum is necessary to relate shipments to orders.

The Toronto Public Library's decision to order their own materials in 1970 and to move their Finishing Department to another location will not only release needed space but will provide a valuable experiment in the separation of functions and will demonstrate, before commitments are made for a new building, the feasibility of physically separating cataloguing from other Technical Services operations.

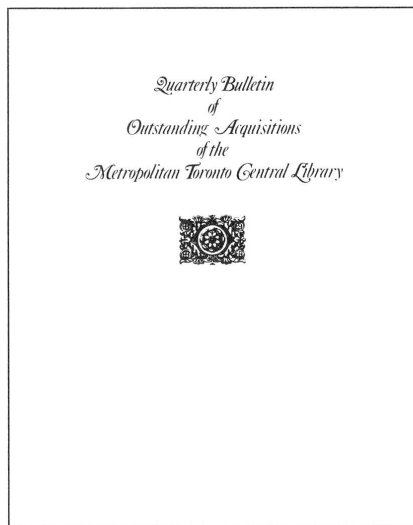
*John T. Parkhill*  
*DIRECTOR*

## PUBLICATIONS, 1969

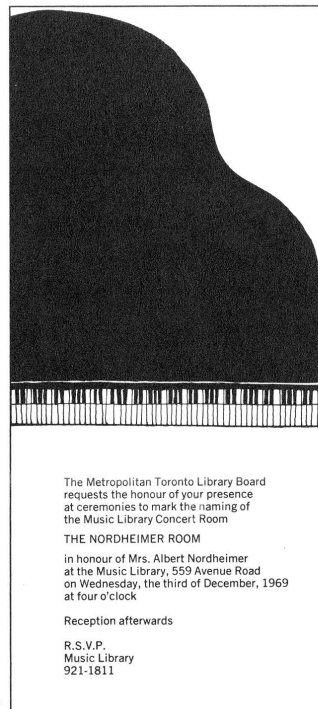
1. *Joint catalogue of 16MM SOUND FILMS AVAILABLE FROM THE PUBLIC LIBRARIES OF METROPOLITAN TORONTO.*
2. *Invitation to ceremonies to mark the naming of the Nordheimer Room in the Music Library.*
3. *Programme for International Festival of Films on Science, Autumn 1969.*
4. *QUARTERLY BULLETIN OF OUTSTANDING ACQUISITIONS OF THE METROPOLITAN TORONTO CENTRAL LIBRARY.*
5. *Announcement of James Joyce Evening in Central Library Theatre.*



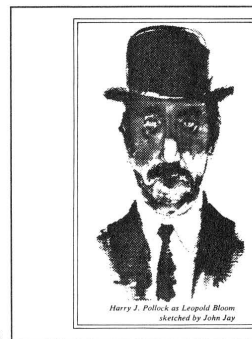
1.



4.



2.



5.



3.

**USE OF MATERIALS  
METROPOLITAN TORONTO CENTRAL LIBRARY**

	<b>1969</b>	<b>1968</b>	<b>1967</b>
BOOKS & FILMS CIRCULATED	402,929	413,120	414,639
BOOKS CONSULTED	484,963	422,500	303,665
CURRENT FILES	41,123	27,145	20,401
PERIODICALS	125,512	119,951	95,841
NEWSPAPERS	77,345	69,486	59,112
MICROFILMS	16,716	11,827	9,959
MAPS	7,266	5,806	3,337
MANUSCRIPTS	4,452	4,280	3,704
PATENTS	1,506	1,314	922
PICTURES CIRCULATED	60,033	74,336	74,854
PICTURE FILES USED	46,580	35,377	34,352
RECORDS CIRCULATED	32,764	27,510	15,234
RECORDS USED	23,901	18,050	10,236
	<u>1,325,090</u>	<u>1,230,702</u>	<u>1,046,256</u>
READERS	599,053	602,281	569,212
TELEPHONE QUESTIONS	147,346	109,193	123,723
DESK INQUIRIES	154,093	133,908	123,245
TELETYPE QUESTIONS	14,097	3,806	—
		(from Oct. 1)	
TELEX TRANSMISSIONS	3,358	3,466	1,943
INTERLOAN	12,135	14,676	15,945

**METROPOLITAN TORONTO LIBRARY BOARD  
TECHNICAL SERVICES**

	<b>1969</b>	<b>1968</b>
<b>ORDERS</b>		
TITLES	43,448	32,116*
VOLUMES	118,847	119,430*
<b>TITLES CATALOGUED &amp; RECATALOGUED</b>		
BOOKS	40,309	37,707
FILMS, RECORDS AND MICROFORMS	1,254	353
TOTAL	<u>41,563</u>	<u>38,060</u>

**FILM USE IN THE PUBLIC LIBRARIES  
OF METROPOLITAN TORONTO**

	<b>1969</b>	<b>1968</b>
AUDIO-VISUAL SERVICES OF METROPOLITAN CENTRAL LIBRARY	33,603	17,672
EAST YORK	2,052	905
ETOBICOKE	9,023	5,203
NORTH YORK	19,866	10,609
SCARBOROUGH	11,663	5,509
YORK	2,171	1,064
GRAND TOTALS	<u>78,378</u>	<u>40,962</u>

**METROPOLITAN TORONTO CENTRAL LIBRARY  
COLLECTIONS—1969**

	<b>Jan. 1, 1969</b>	<b>Dec. 31, 1969</b>
BOOKS & BOUND PERIODICALS	535,105	570,976
FILMS	2,270	2,487
PICTURES (framed and circulating)	420,654	417,879
RECORDS & TAPES (language, spoken word and music)	8,596	9,540
MANUSCRIPTS & BROADSIDES	35,090	36,568
MAPS, MICROFILMS, NEWSPAPERS AND PATENTS	44,043	47,637

\*Note: Order figures for 1968 include 1,450 Boys & Girls titles representing 9,054 volumes.

# Metropolitan Toronto Library Board

## 1969 Receipts & Expenditures

## RECEIPTS

GENERAL LEGISLATIVE GRANT, PROV. OF ONTARIO	\$ 411,355.
SERVICES TO TORONTO PUBLIC LIBRARY	62,455.
LIBRARY INCOME, FINES, RENTS, ETC.	87,114.
METRO LEVY	2,182,912.
	<hr/>
	\$2,743,836.

## EXPENDITURES

CAPITAL OUTLAYS FROM CURRENT FUNDS	\$ 59,386.
LIBRARY SALARIES	1,270,838.
LIBRARY MATERIALS	493,819.
LIBRARY SUPPLIES AND EXPENSES	98,441.
ADMINISTRATIVE SALARIES	52,343.
ADMINISTRATION SUPPLIES & EXPENSES	151,892.
BUILDING OPERATION & MAINTENANCE SALARIES	43,333.
BUILDING OPERATION & MAINTENANCE SUPPLIES & EXPENSES	249,451.
FRINGE BENEFITS	83,449.
PRIOR YEAR DEFICIT	89,076.
DEBT CHARGES	70,886.
CURRENT YEAR SURPLUS	80,922.
	<u>\$2,743,836.</u>

Toronto—5th February, 1970.  
Subject to completion of audit  
by the Metropolitan Auditor.

Anthony H. Winfield,  
Secretary-Treasurer.



## Staff Directory

---

### CENTRAL LIBRARY

*HEAD* Evelyn Thompson  
*ASSOCIATE HEAD* Edith Firth  
*ASSISTANT HEADS* Mary McMahon, Alan Suddon  
*AUDIO-VISUAL SERVICES* Kathleen Gaw  
*BIBLIOGRAPHIC CENTRE & INTERLOAN* Carolyn Ross (Acting Head)  
*BUSINESS* Claire Kingston  
*FINE ART* Alan Suddon  
*GENERAL INFORMATION CENTRE* Anne Mack  
*HISTORY* Michael Pearson  
*LANGUAGES CENTRE* Leonard Wertheimer  
*LITERATURE* Mary McMahon  
*MANUSCRIPTS AND CANADIANA* Susan McGrath  
*MUNICIPAL REFERENCE* Joyce Watson  
*MUSIC* Marjorie Hale  
*SCIENCE AND TECHNOLOGY* Marjorie McLeod  
*SOCIAL SCIENCES* Abdus Salam  
*THEATRE* Heather McCallum

### TECHNICAL SERVICES

*HEAD* Ella Milloy  
*ACQUISITIONS* Margaret Gardner  
*CATALOGUING AND RECATALOGUING* Catherine Kemeny  
*GIFTS AND EXCHANGES* Margaret Bunting  
*ORDER* Jane Harvey

### DEPARTMENTS

*BUILDINGS AND GROUNDS* William Ross  
*CIRCULATION UNIT* Catherine Campbell  
*DISPLAY* Vita Churchill  
*PHOTOGRAPHIC SERVICES* Wallace Bonner

## Central Library Directory

---

**MAIN BUILDING**—214 College Street, at St. George.

*Hours:* Mon. to Fri. 9.30 a.m. to 9 p.m., Sat. 9 a.m.  
to 5 p.m., Sun. 1.30 to 5 p.m., Oct. 15 to May 15.  
*Phone:* 924-9511 *Telex Number:* 06-22232

**CENTRAL LIBRARY ANNEX**—Odd Fellows Building, 229 College Street  
(opening early Spring, 1970). Business and Science & Technology.

*Hours:* same as Main Building  
*Phones:* Business, 929-0118; Science & Technology, 924-6169

**MUSIC LIBRARY AND AUDIO-VISUAL SERVICES**—559 Avenue Road, at St. Clair.

*Hours:* Mon. to Fri. 9.30 a.m. to 9 p.m., Sat. 9 a.m. to 5 p.m.  
*Phones:* Music Library, 921-1811; A-V Services, 927-3901

**MUNICIPAL REFERENCE**—City Hall, Nathan Phillips Square.

*Hours:* Mon. to Fri. 8.30 a.m. to 8.30 p.m.  
*Phone:* 366-5987

**BUSINESS OFFICES**—10 St. George Street.

Open 9 a.m. to 5.30 p.m. Monday through Friday.  
*Phone:* 924-9511

## Gifts to the Metropolitan Toronto Central Library

The Metropolitan Toronto Library Board is happy to accept gifts and bequests to enrich its collections. In the past, friends of the library have presented many valuable donations which have contributed greatly to the improvement of our resources and services. Full information concerning gifts may be obtained from the office of the Director or from the Head of the Central Library.



*Miss Margaret Bunting (seated), Head of Gifts and Exchanges, shows some notable donations to Miss Edith Firth, Associate Head of Central Library.*

**FIRST REPORT 1967-1969  
METROPOLITAN TORONTO LIBRARY BOARD**

DESIGNED BY Vita Churchill

PRINTED BY The Ryerson Press 

PHOTOGRAPHS BY:

John Anderson—cover and page 14 (No. 2)

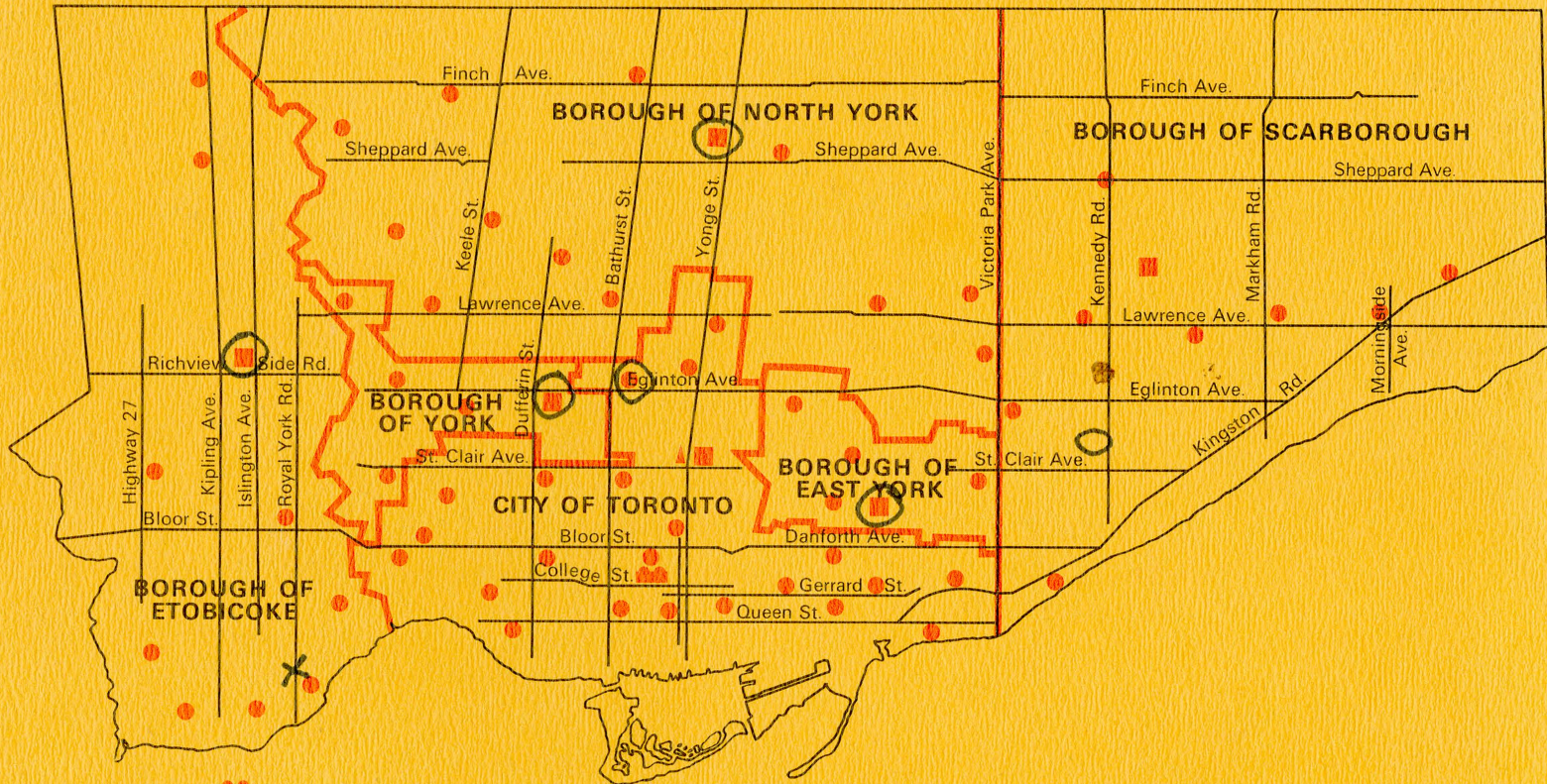
Ashley and Crippen, Ltd.—page 1

Eric Trussler—page 5

Wallace Bonner, Metropolitan Central Library  
photographer—all other pictures.



# PUBLIC LIBRARIES IN METROPOLITAN TORONTO



- Metropolitan Toronto Central Library
- ▲ Metropolitan Toronto Music Library
- City and Borough Libraries—Administration Centres
- City and Borough Libraries—Branches