

ANNUAL REPORT 1971

Metropolitan Toronto Library Board

16 MM FILM NEW TITLE LIST FEB. 1

FOREIGN LANGUAGES PROJECT - SPANISH

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THIRD ANNUAL REPORT, 1971

of the
Metropolitan Toronto Library Board

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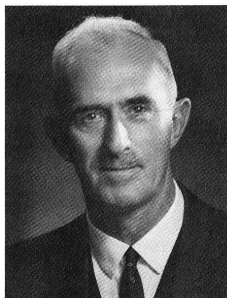
Member of the Board who resigned during the year:
C. A. KELLOW

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.

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.

REPORT OF THE CHAIRMAN



T. H. Goudge

As a preface to the 1971 report of the Metropolitan Toronto Library Board, the following excerpt from *Metropolitan Toronto, 1970*, a brochure prepared for the Metropolitan Toronto Council by the Metropolitan Toronto Planning Board, presents a brief historical background:

As part of the reorganization and consolidation of Metropolitan Toronto, effective 1967, the Ontario Government provided for a consolidation of certain library functions by a Metropolitan Toronto Library Board.

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In October 1968 the Metropolitan Library Board assumed financial and administrative control of the facilities and collection of the Central Library from the City of Toronto and has since expanded and improved its facilities and services and those of its ancillary agencies, the Music Library, the Business and the Science and Technology Libraries and the Municipal Reference Library. The Board has also introduced a uniform card valid in all libraries in the Metropolitan Area. It has instituted a teletype "Interloan" service with daily delivery of books, publication of a film catalogue, expansion of its audio-visual services and publication of a comprehensive "Continuing Education" directory for Metropolitan Toronto.

During 1971 there was a continued expansion and improvement of the services outlined above and the Director's report which follows records a detailed and descriptive account of progress made as well as the public's response to the increased resources and service made available to them. I will therefore direct most of my remarks to recent studies which relate to work that lies ahead.

The Board and staff find it very gratifying that the citizens of Metropolitan Toronto are making such a great use of the materials and professional services. We feel that this use indicates a growing

recognition of the importance of the Central Library's role in the community. I am convinced that the evolution in business and employment procedures and general social change are requiring that new dimensions in service be added. Public libraries and the Metropolitan Central Library in particular will be regarded as an essential service to the country's economic structure and the daily needs of the community. An awareness of this is contained in the Wright Commission Report which makes many references to libraries and library services.

The report stresses the trend towards self education beyond secondary school and emphasizes that public libraries should be treated as part of the community's educational service and that the resources of all other libraries should be available to the public. Recommendation 48 of the report reads: "Counselling and guidance services should be made available to all adults wishing to participate in continuing education. Such services should be available in all Public Libraries".

Progress made towards a new Central Library

In the past year the Metropolitan Toronto Library Board has made sound progress towards its accepted goal of providing new library facilities. Through its Site and Building Committee it has given a great deal of attention to the selection of the most appropriate site on which the new Central Library will be built. To assist us in this important undertaking the Board commissioned the firm of Raymond Moriyama, Architects and Planners, to undertake a Programme and Site Selection Study; and in order to make this a comprehensive evaluation of function and service, the study team was enlarged to include Albert Bowron, Information, Media and Library Planners, and Dr. J. B. Ellis, Systems Analysis Consultant.

The study team spent approximately a year researching this project and in December 1971 presented its report entitled *The Metropolitan Toronto Central Library Programme and Site Selection Study*. A companion report, *Survey of Users of the Metropolitan Toronto Central Library*, is a fundamental part of the study.

The Board has reviewed the report and has had it distributed to the trustees of all Metro area library boards, the chief librarians and the elected representatives in Metro municipal governments. We are particularly pleased with the favourable comments received from trustees and chief librarians of the area boards as well as from others who have read the report.

It is interesting to note that the report generally supports the Board's guidelines as contained in its policy statement. Two chief recommendations are that the Metro Library Board should recognize the operation of the Central Library as one of its main sets of functions and the co-ordination of library services in Metro and the management of extended library relationships as another.

It is my expectation that as soon as possible in 1972 the Board will begin to implement some of the recommendations in the report by taking steps toward the acquisition of a site as well as the appointment of an architect for the building project.

Quarter million use Central Library

The main implication to be drawn from the Users' Survey in the strategic sense is the fact of the large number of patrons served through the Metro Central Library buildings — and that they come from the far corners of Metro more readily than might be expected considering distance.

The overall estimate of individual persons using Metro Central Library in the twelve-month period shows 657,384 visits generated by between 155,000 and 165,000 different persons.

Considering additional persons served indirectly by telephone, teletype, telex and mail, we could conservatively estimate the total number of persons served as at least a quarter of a million.

The users express a high degree of general satisfaction with the staff assistance they receive and only slightly less with library materials.

The present physical environment of Metro Central Library, in particular the main building, is the subject of very numerous adverse comments on its interior and layout. Overall, the User Study has shown what a key role the Metro Central Library now provides in the information resources available in Metropolitan Toronto and indicates how it could better perform that role in the future.

Doubling of use seen for new Library

If all sections of Metro Central Library were to be located in an attractive facility in a more convenient location, then this phenomenon alone could lead to a doubling of patrons' visits and capacity must be designed to handle this.

As the report states, the Public Library is the one institution that is already available to all the people for self-educational purposes. The Metropolitan Central Library is giving leadership and assistance in this field of continuing education and we would hope to extend our usefulness by being the channel through which greater co-operation can be developed between public libraries and the libraries of universities and community colleges as well as special libraries.

I trust that having been sufficiently interested to have read this Annual Report you will avail yourself of the opportunity to read the full text of the Programme and Site Selection Study and the Survey of Users, which can be secured from the Central Library if you have not received them.

The members of the Study Team have expressed to us their indebtedness to Mr. Parkhill

and the Library staff for the excellent co-operation and involvement in the preparation of their report, and we thank all of our staff who have participated in any way in this work.

The Board is also mindful of the considerable contribution to the study made by the Chief librarians of the area boards and we are grateful for their assistance.

Appreciation to the Staff

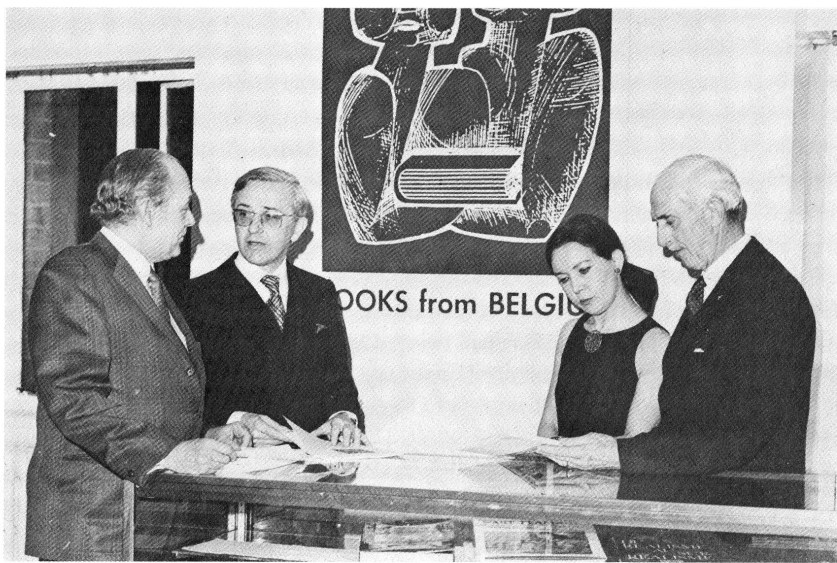
Three members of staff retired during the year, having given between them a total of 68 years of service to the Toronto Public Library and Metropolitan Toronto Library Boards. Miss Margaret Bunting, Head of Gifts and Exchanges, July 1946-January 1971; Mrs. Vera Fraser, Bibliographic Centre, September 1950-July 1971; Mrs. Catherine Kemeny, Head of the Cataloguing Department, August 1949-October 1971. All three contributed generously and effectively to the development of their particular section and the gratitude and best wishes of the Board are extended to them.

On behalf of the Board I wish to express our sincere appreciation to our Director, Mr. John Parkhill, and the entire Library staff for the high quality of library service that is being given throughout the Metropolitan Toronto Central Library to its thousands of users.

T. H. Goudge
CHAIRMAN



Report on the Programme and Site Selection Study for the Metropolitan Toronto Central Library presented by Raymond Moriyama (seated right) to Walter G. Cassels, Q.C., Chairman of the Site and Building Committee. Standing, left to right: Albert Bowron, John T. Parkhill (Regional Director) and Albert Clouter.



The Consul General of Belgium, Mr. Jacques Melsens, views the BOOKS FROM BELGIUM exhibition in the Central Library. Left to right: Mr. Parkhill, Mr. Melsens, Mrs. Melsens and Mr. Goudge.

REPORT OF THE DIRECTOR

Despite the increasing urgency for room to grow or even fit into, physical space in the Central Library during 1971 remained constant and physical change was limited to one concerted shift early in the year when Bibliographic Centre, Social Sciences, and General Information Centre all changed places. For the rest, it is obvious that crowding can only be alleviated by a new and properly designed building. This appeared more certainly on the horizon following the report to the Board late in the year by the team of Moriyama, Bowron and Ellis on their programme and site selection studies.

The months before were a feverish time of consultations, questionnaires, surveys, projects and meetings — with the Site Committee, the chief librarians of the area boards, the staff of the Central Library. This resulted in a gradual expansion for all involved of concepts of service by both area and Metro libraries and heightened awareness of the links that bind us to all the other major agencies of education, communications, and recreation in Metropolitan Toronto. We are, in short, beginning to come to grips with the real problems of space, those of understanding the myriad interrelated functions and needs, that, if grasped, will enable us to plan a successful public library service for decades to come.

Late in the year, as the result of a lifting of the ceiling imposed the year before on provincial grants to regional library systems, and a consequent upward revision of the Metropolitan Toronto Library Board's estimates, approved by Council, three surveys were commenced:

Communications — Ogilvy and Mather (Canada) Ltd., who had been working on a programme of TV commercials for the Public Libraries of Metropolitan Toronto as a public service, were

engaged to make a study of MTLB communications, principally with other Metro libraries and their boards, and at the administrative level.

Interloan Communications Network — George Forrester Systems Company Limited began an investigation of the Metropolitan teletype network, its place in the total communications system of Metro public libraries, problems of overloading, and the possibility of introducing computer capability to increase the network's capacity and efficiency by control of message direction.

Centralized Technical Services — In view of expectations of useful information coming from North York Public Library's pilot project in collaboration with Seneca College of Applied Arts and Technology, it was decided to approach the desired comprehensive feasibility study of centralized technical services for Metro public libraries through a preliminary study of the Metropolitan Central Library's Bibliographic Centre. This is a key operation both in the technical services operation of the MTLB and in the communications operations of the Public Libraries of Metropolitan Toronto and the other contributing libraries. Albert Bowron, Information, Media and Library Planners, undertook a survey of the organization and use of the Centre, its use by the public, Central Library staff, and other libraries, and, through controlled sampling, inconsistencies in entry, classification numbers, and subject headings.

METROPOLITAN TORONTO REGION

Two new libraries opened in Metropolitan Toronto in 1971, the Albert Campbell District Library in Scarborough and the Palmerston Branch of the Toronto Public Libraries, making the total number of public service outlets in the region seventy-one.

All types of materials show substantial increases in 1971, the largest proportionate increase being in microforms:

	Dec. 31 1971	Dec. 31 1970
<i>Books and bound periodicals</i>	3,625,506	3,374,407
<i>Films, filmstrips, and videotapes</i>	9,081	8,088
<i>Records, tapes and cassettes</i>	59,302	51,742
<i>Pictures, prints and slides</i>	562,267	543,320
<i>Microforms</i>	51,008	36,828

As the tables opposite indicate, total circulation was up a little over 100,000 from 1970, and total current expenditures for all Metro public libraries in 1971 increased by something more than \$2 million.

Again this year, the Metropolitan Toronto Library Board's reports are supplemented by highlights from the activities of the City and borough libraries. We are indebted to the chief librarians and their staffs for their co-operation in this joint publication.

Continuing Education and the Directory

This was the third year in which the Public Libraries of Metropolitan Toronto co-operated in the production, display and use of the *Continuing Education Directory*. The 1971 Directory had many improved features and as in previous years was available in all adult branches in Metro, together with brochures and calendars collected from the various continuing education institutions by the Metropolitan Central Library.

Public Libraries of Metropolitan Toronto

		Dec. 31, 1971	Dec. 31, 1970
BOOK STOCK , including bound periodicals	EAST YORK	169,899	154,176
	ETOBICOKE	495,215	475,218
	NORTH YORK	815,095	730,603
	SCARBOROUGH	432,721 *	387,691
	TORONTO	805,247	774,284
	YORK	238,281	230,767
	METROPOLITAN CENTRAL LIBRARY	669,048	621,668
	Totals	<u>3,625,506</u>	<u>3,374,407</u>

TABLE 1

**Bound periodicals not included in 1971*

		1971	1970
CIRCULATION (print and non-print materials)*	EAST YORK	747,787	681,399
	ETOBICOKE	2,241,509	2,255,098
	NORTH YORK	3,938,765	3,885,903
	SCARBOROUGH	2,456,502	2,409,333
	TORONTO	3,916,133	3,877,776
	YORK	537,614	562,222
	METROPOLITAN CENTRAL LIBRARY	418,154	476,734
	Totals	<u>14,256,464</u>	<u>14,148,465</u>

TABLE 2

**These figures do not include reference use of materials in the libraries.
In the Central Library alone, reference use amounts to 1,131,098.*

		1971	1970
CURRENT EXPENDITURES*	EAST YORK	\$ 577,551	\$ 528,129
	ETOBICOKE	2,080,447	1,819,043
	NORTH YORK	4,280,820	3,691,626
	SCARBOROUGH	2,356,024	2,028,461
	TORONTO	4,458,580	3,821,281
	YORK	694,284	622,409
	METROPOLITAN TORONTO LIBRARY BOARD	3,419,146	3,198,270
	Totals	<u>\$17,866,146</u>	<u>\$15,709,210</u>

TABLE 3

**Figures include debt charges and capital expenditures paid out of current revenue.*

There were several new features in the programmes developed by the libraries in order to publicize and make more effective use of the Directory, notably:

1. A network of Continuing Education Information booths set up at Metropolitan Central Library, City Hall Branch (Toronto), Cedarbrae District Branch (Scarborough) and Main Library (York). In addition, the LINK community information service in the Willowdale Area Branch (North York) also provided a special service for telephone queries on continuing education.
2. A joint publicity programme was organized by the Public Libraries of Metropolitan Toronto to publicize their own continuing education resources and activities. This culminated in large advertisements in the special adult education sections of the three daily newspapers in mid-September.

The *Continuing Education Directory* itself was again managed by Metrodoc, a consortium with representation from the Metropolitan Toronto Library Board, The Ontario Institute for Studies in Education, and the Ontario Association for Continuing Education. Financial support came from the Metro Library Board and the Ontario Department of Education, with contributions of programming and computer time from the Department's Education Data Processing Branch and staff time from OISE. Diana Ironside of OISE acted as Project Director.

Metrodoc also produced during the year substantial directories of Spring Courses, March and April 1971, and Summer Courses, Programmes, Activities, May through August, 1971. An evaluation and analysis of the goals of Metrodoc was undertaken at the end of the year, to lay the groundwork for future directories and continuing education projects.

Other Joint Publications

The 1971 *Supplement to 16mm films available from the Public Libraries of Metropolitan Toronto* was prepared by the Systems staff and published in December, after the more than 300 titles contained in it had appeared in frequently cumulated lists.

A provincial grant of \$8,000 was used to develop a film cataloguing system on a provincial basis. The existing computer system was re-programmed to meet new demands placed on it by regional participation, which embraced five regional systems and brought the data base to over 3,100 titles. A *Union list of 16mm films available from the Public Libraries of Ontario* will be published early in 1972.

Under the direction of the Metropolitan Reference Committee, another union list, *Guide to periodicals and newspapers currently received in the Public Libraries of Metropolitan Toronto* was prepared by the Systems Unit and will also appear early in 1972. It will include about 4,300 titles and represents a co-operative effort on the part of librarians in each of the borough and City libraries as well as in the subject sections of the Metropolitan Central Library.

With a provincial grant of \$40,000 a project was developed for the production of book catalogues for certain language collections in the Languages Centre of the Metro Central Library. A Slovak catalogue of about 150 titles was produced manually in March as a pilot project. Approximately 2,300 titles will appear in the Hungarian catalogue; the Spanish collection has also been recatalogued and entered on edit sheets as well as a portion of the Italian. In addition, the Systems Unit has been co-operating with the staff of the Eastern Ontario Regional Library System in the development of their programme to produce a French catalogue.

Metropolitan Audio-Visual Services

Audio-Visual Services remained the one area where a Metropolitan Co-ordinator was at work, and she gathered much experience and information about this demanding and complex role. Other areas requiring metropolitan co-ordination were determined in discussion with the area chief librarians and, as a result of recommendations in the Moriyama report, co-ordinators will be appointed in 1972.

Some progress was made in clarifying the Metro role of AVS and in preparing to turn over to the Toronto Public Libraries direct service to the residents of the City. By reducing hours of service to direct borrowers and introducing some restrictions in the loan regulations, bringing them in line with those of other Metro film libraries, direct circulation from AVS was reduced by over 42%, allowing the staff to begin to develop a more equitable service to the City and the five boroughs. An increase of over 28% in Metro-wide service began to reflect our top priority — film service through the City and borough film libraries.

Teletype requests for films increased by nearly 16%, and methods were studied and employed of making this air time more efficient. Of the nearly 18,000 teletype requests, almost 6,000 could not be filled. The urgency to replace worn-out films and build up the collection is very immediate.

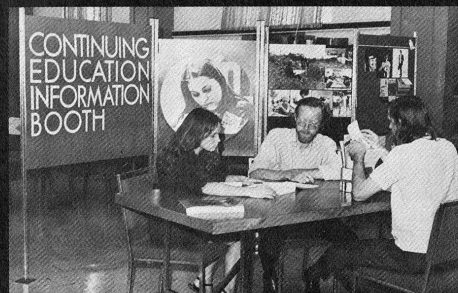
Projectionist training classes and film previewing for community programming were introduced during the year, and will be expanded as direct service is phased out. The Advisory Committee met monthly, and a film distributor was visited bi-monthly; as well, monthly film previewing at the National Film Board was resumed.

The Co-ordinator visited many other film libraries and organizations during the year and initiated meetings with the Ontario Educational

CONTINUING EDUCATION PROGRAMME IN METRO PUBLIC LIBRARIES, 1971

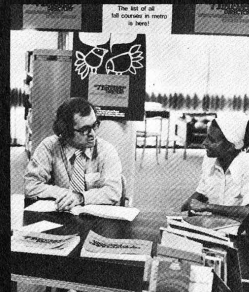
Information Booth in Metropolitan Central Library.

Joint advertisement placed in daily newspapers by the Public Libraries of Metropolitan Toronto.

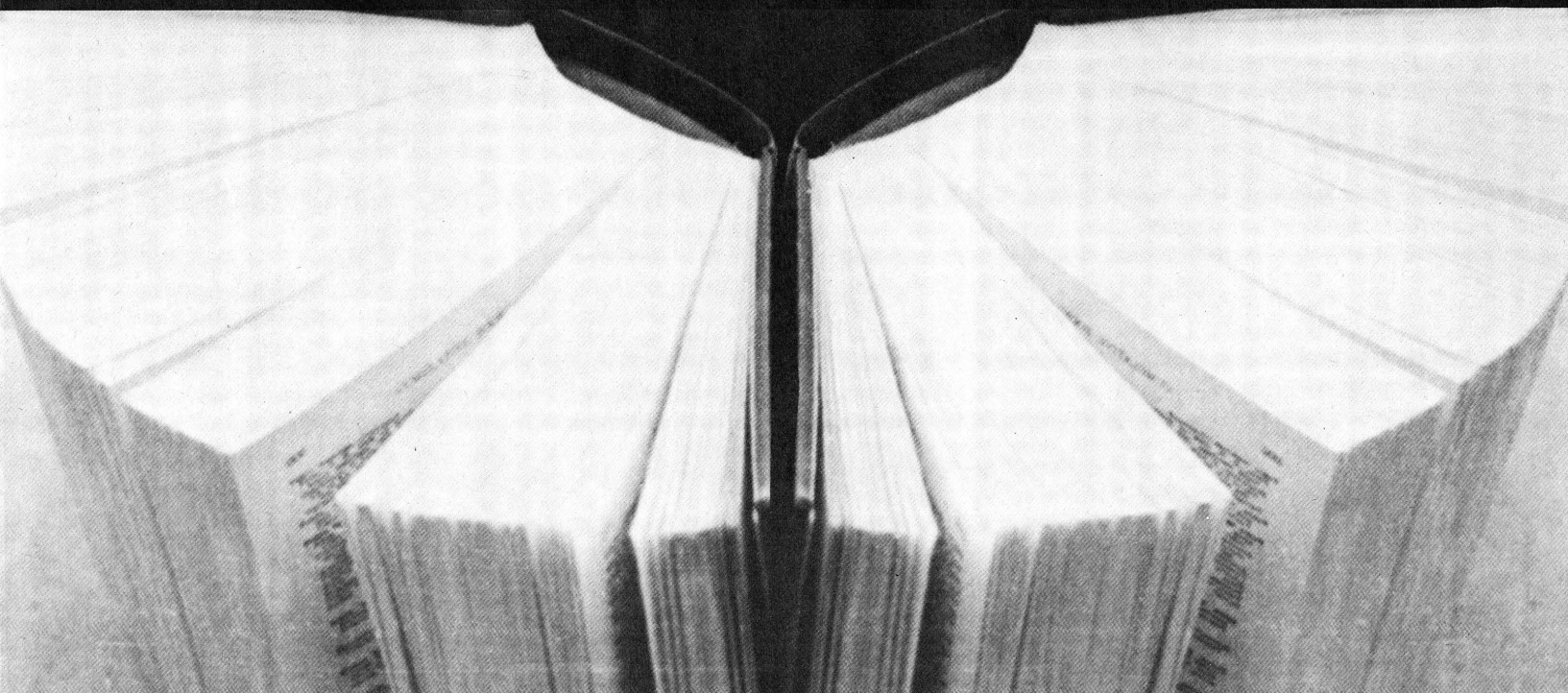


YOUR PUBLIC LIBRARIES
OFFER
CONTINUING EDUCATION
70 LOCATIONS IN METRO TORONTO
OVER 3,000,000 BOOKS
PLUS
FILMS—RECORDINGS—TAPES—FOREIGN LANGUAGE MATERIALS
Courses And Informal Programs

At Scarborough's Cedarbrae Branch, Jim Montgomery answers questions.



How to use the Continuing Education Directory is explained by Anne Tedder at City Hall Branch, Toronto Public Libraries.



Communications Authority, held a Cable Television Workshop, worked on TV commercials with Ogilvy and Mather and on the service-to-the-handicapped project of the CLA Adult Services Committee. She also attended the OFA Showcase at Geneva Park, the New York Film Festival sponsored by EFLA (the Educational Film Librarians Association), and a National Film Board workshop in Montreal; and gave a workshop at the CLA Conference in Vancouver.

CENTRAL LIBRARY

PUBLIC SERVICES

At the same time that planning for a new building and altered functions consumed the time of staff at all levels, the work of the Library was carried on as usual, with several sections reporting increased use as the result of moves to larger quarters in 1970, and several others having to deal with moves during 1971.

The **Business Library**, for instance, had substantial increases in almost all kinds of use, the most significant being in desk inquiries, up 70% over 1970. **Science and Technology** settled into their new quarters with a usage of all materials that was up 31%, that of periodicals 41%, and telephone inquiries 25%. The collection of standards was greatly strengthened, and a gift of over 600 manufacturers' catalogues was received.

Municipal Reference also consolidated its position in expanded quarters. Having established a strong working relationship with the Metro and Toronto City Hall departments, the Head of the section has been visiting the borough clerks, in order to make our resources known and useful to them and their staffs, and has as well made contacts with borough and City libraries. Municipal materials have also been made available to high school libraries.

Results of major shift of sections

Of the sections involved in actual physical moves during the year, the **General Information Centre**, from its smaller quarters and in its somewhat reduced but more specialized functions, reported a sharp rise in directional over reference queries – of the total of 28,235 desk inquiries, nearly 60% were directional, a trend also evident in the 26,875 telephone queries handled. The Centre reported that the *Continuing Education Directory* is consulted the year round, in conjunction with the 2,000 college and university calendars in the collection.

Bibliographic Centre and Interloan, in their much expanded quarters, and more accessible to both public and technical services, recorded increases of 15% in telephone queries, 46% in desk inquiries, 48% in teletype queries. The maintenance of the Union Catalogue continued to be a major part of the workload, and a major source of concern as the input of catalogue cards accelerates.

Social Sciences moved into spaces vacated by Science and Technology and the Bibliographic Centre, but despite the pains of settling in celebrated the arrival of its 100,000th book. Acquisition of microfilms doubled over 1970.

Languages collection grows

In its second year in the Central Library, patronage of the **Languages Centre** increased considerably. A record number of volumes (12,633) were received during the year, and easily absorbed by depository libraries; total stock stood at 73,543. A gift of 465 volumes arrived from the Belgian government, and included besides literature many works of great value in various other fields. The Head of the Centre collaborated on the formulation of a resolution on a national book service which was accepted by the Canadian Library

Association and is now federal policy. Mr. Wertheimer also was invited by the German government to spend two weeks in Germany, visiting the Book Fair in Frankfurt and libraries in other cities.

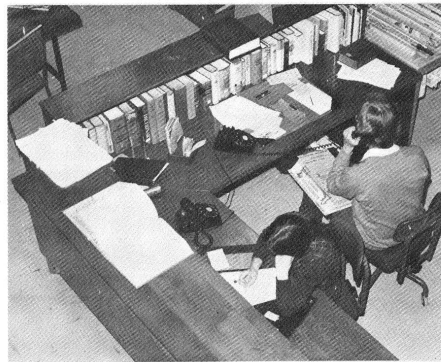
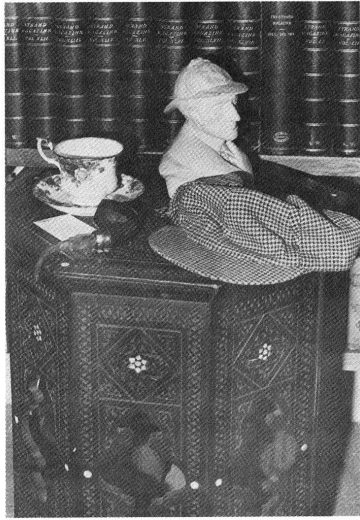
A room of their own

The most significant event for the **History Section** was the opening of the Map Room, with a consequent dramatic increase in the use of the collection. The Room contains about 14,000 maps, 500 atlases, and 150 current gazetteers, not including the retrospective collection in the Baldwin Room or the thematic maps in various other sections. The collection needs trebling in order to satisfy demand and constitute an adequate resource. Significant gifts during the year to the History Section came from Mr. Anthony Zongos, Toronto, and from Ufficio Storico, Aeronautica Militare, Rome.

The Baldwin and Toronto Rooms

Over 71,000 items from the Manuscripts and Canadiana collections were used in the Baldwin and Toronto Rooms during the year. Heavy use is made of the collections also by means of telex, teletype, telephone, and correspondence – for instance, over 300 letters of reply were written. Files of the *Toronto World* were collated, disbound, and sent to Ottawa for filming by CLA; hundreds of volumes of early Canadian magazines were microfilmed as part of the Simon Fraser Canadian Periodicals Project; and the Public Archives of Canada acquired copies of a number of the Library's paintings, drawings, and photographs. In May delegates to the conference of the Association of Canadian Map Libraries visited the Library and viewed our map collections.

Particularly outstanding among many notable acquisitions were over 500 issues of several



THE CENTRAL LIBRARY

1. Sherlockiana in the Arthur Conan Doyle Collection.
2. The 100,000th book added to the Social Sciences collection, shown to Mr. Parkhill by Abdus Salam, Head of Section.
3. The telephone inquiry desk in General Information Centre.
4. The new Map Room in the History Section. Michael Pearson, Head of section, seated at desk.
5. Overseas librarians visited Toronto after Intamel Conference. Shown here are librarians from Scotland, Germany and Japan, with Miss Evelyn Thompson, Head of Central Library.

Photo by The Globe and Mail

Toronto newspapers published between 1850 and 1870, some of them previously unrecorded. Johannes de Laet's *Beschrijvinghe van West-Indien*, 1630, and Father LeMercier's *Relation de ce qui s'est passé en la Mission des Peres de la Compagnie de Jesus au pays de la Nouvelle France, 1652-1653* both present extremely valuable 17th-century accounts of New France. Almost 100 Canadian posters from both World Wars, many by important Canadian artists, were added to the collections; and Shizuye Takashima's water colour illustrations to her *A child in prison camp*, showing life in Canada's Japanese internment camps, were given to the Library by her publisher, Tundra Books. Among other generous donors were Professor Anthony Adamson, Mr. Richard Belknap, Mr. John Burtiak, Mrs. Audrey Dench, Mr. and Mrs. J. B. Hamwood, Mrs. F. C. Hood, Mrs. D. L. Howes, Mrs. Lye-Eda Jarvis, Mr. R. S. Lambert, Mr. John Langdon, Mr. Edward Phelps, Mr. H. J. Stowe, Miss Fern Weston, and Mr. Douglas Wilson.

At the close of the year Mrs. Susan McGrath, the Head of the Baldwin Room, resigned. In a comparatively short time she made an important contribution to the development of the Canadiana collections and services; she will be greatly missed.

A Sherlock Holmes year

The Literature staff enjoyed their first full year without substantial additions or deletions in the subjects making up their collections, allowing them to work out the overlap with the Languages Centre in the problem areas of linguistics, French, German, Italian, and Spanish literatures. During the year also, the proportion of reference to circulating books went over the 50% mark. The Arthur Conan Doyle Collection was strengthened with 287 different editions of *The Sign of the Four*, from the Nathan Bengis Collection in New York.

The first big event of the year was on January 10th, when the Sherlock Holmes exhibit was officially opened with speakers and a film, bringing out a record crowd of over 650 persons; and the last was on December 4th and 5th when some notable representatives of The Baker Street Irregulars and other Sherlockian authorities gathered from near and far to attend what appears to have been the first symposium ever devoted to the study of Sherlock Holmes, with attendance at over 300.

Fine, Recreational and Performing Arts

In the Fine Art Section, the circulating book collection was further reduced by withdrawals and by transfers to the reference collection of out-of-print titles. The consequent but anticipated dissatisfaction with the circulating collection has to some extent been met by referral to the Bibliographic Centre. The circulating picture collection, on the other hand, continued to expand as there appears to be no effective alternate source in Metro for this kind of material. At the same time, the reference collection of 19th- and early 20th-century pictures has been increased and, with our reproduction services and reference loan system, is being more widely consulted.

The continuing restrictions in use of the Art Gallery of Ontario Library to Gallery staff and researchers continues to mean an increasingly heavy province-wide use of our facilities by the general public, and this role needs consideration in planning future facilities and services.

The theft in July of a number of valuable items from the Press Collection resulted in a re-examination of the Library's system of security. A strong room to house rare and valuable items in the Fine Art collection was constructed and surveillance routines devised. The more valuable of the books

stolen were located through the co-operation of two New York booksellers, and the thief apprehended.

Significant acquisitions included 200 examples of fine printing and bookmaking from Czechoslovakia published between 1909 and 1940; 16 volumes of the fashion periodical, *L'Art et la mode* from 1929 to 1935, a gift of the Bibliothèque Forney; an incomplete file of the *Canadian journal of photography*, 1870-1875; and an edition of Gabriel Roy's *La petite puole d'eau* with 20 original lithographs by Jean-Paul Lemieux, published in Montreal.

During 1971, the Music Library collections were increased by over 2,700 items, with accompanying increases of 22% in patronage and 20% in use of materials. The Special Collections were moved to the Nordheimer Room, new listening equipment was installed, the reference collection of records came under closer supervision, and free record circulation was instituted, with a resultant 34% increase in borrowings in January 1971 over January 1970, and such a depletion of the stock that loans had to be limited to three per card.

One of the numerous visitors, Robert Potvin, Archivist from the University of Ottawa, reciprocated with a much needed list of material on the chansonniers. An outstanding donation was a collection of eight hundred 78rpm recordings, all in mint condition. The Head attended the International Association of Music Libraries Congress in St. Gallen, Switzerland.

The Theatre Section celebrated its tenth anniversary in 1971, with its book stock more than quadrupled and virtually all of the non-book material (programmes, posters, photographs, unpublished typescripts, original stage designs, engravings, etc.), much of it Canadian, as well as the collection of rare court festival books, acquired during the decade.

Special acquisitions during the year included the Marks Brothers collection of 100 prompt scripts; the Toronto Children's Theatre collection of programmes, clippings, and photographs; a fine collection of British film scripts and Canadian film stills; records of the Mae Edwards Touring Company in Eastern Canada and USA; over 50 original Canadian stage designs and over 500 theatrical engravings.

Requests for assistance came from all regional theatre companies, the National Arts Centre, and the Shaw and Stratford Festivals as well as from students of theatre and film in Canada and the United States.

The Head was on leave of absence during 1971 to survey theatre library resources in Canada, but on behalf of the Library attended the International Federation for Theatre Research held in Copenhagen. Mr. Glen Hunter served as Acting Head, and attended a Cinema Canada conference in Montreal.

The **Central Library Theatre** was almost continuously occupied during the year by groups that included FAMA (Dutch Canadian Dramatic Society), Il Piccolo Teatro Italiano di Toronto, Canadian Mime Theatre, and Toronto Dance Theatre; the Toronto Film Society ran a very successful summer series of French films of the 1930's; and the Metropolitan Toronto Library Board co-operated with the James Joyce Society in four productions.

Displays, Photography, Restoration

The **Display** staff continued their very high level of service and the **Photography** Department showed a marked increase in all phases of its work. Pictures were taken of many aspects of work and activity in the Central Library, as well as in the Toronto Public Libraries. The **Book and Paper Restoration Laboratories** continued to fill their quotas, with

the latter as usual doing a considerable amount of work for the Toronto Public Libraries' Osborne Collection.

TECHNICAL SERVICES

While the role and future of Technical Services continued to be debated at several levels, activities during the year proceeded on a threefold front; the Central Library, the Metropolitan Toronto Region, and the Province.

On the Central Library front, specialized staff were further developed to deal with the increasing complexity and volume of materials that go to build a large reference and research collection, and procedures were reviewed in the interests of economy and consistency.

A core of general cataloguers ensures continuity, while others, including staff from subject sections, are trained as specialists. Since the trend to standardization has led some large libraries to reclassify from Dewey to Library of Congress, staff visited the Buffalo and Erie County Public Library to investigate the implications of such a move. Our different circumstances might well justify remaining with Dewey; conversion in Buffalo has been slow and costly, and is still, after many years, far from completion.

Working within the confines of special government grants for provincial projects necessitated unusual attention to costing, with beneficial results. Steps were taken to improve control of the budget for library materials; while this is an area where automation provides considerable benefits, refinement of the manual system is a prerequisite.

A Technical Services specialist was appointed to act as a resource person for central processing and automation, and task forces were organized to study the literature, existing processing centres and the local situation. Special attention is being paid to the possibility of co-ordination with some

measure of autonomy. An IBM 2741 terminal was installed in the Systems Unit.

IN CONCLUSION

I again add my thanks to those of the Chairman for the cheerful and conscientious work of the entire staff during a year when all were subjected to continuous surveying and questioning of their practices and *raison d'être*, in the interests of planning the new building; questionnaires are useful, but they can for a time be unsettling, even demoralizing. And, as the meagre open space in the Central Library relentlessly contracts, and books, business and staff just as relentlessly expand, working conditions become increasingly inadequate, even, as one section head reports, "soul shrivelling".

I am also grateful for the support of Board and Council, and of area chief librarians and their boards.

Besides OLA and CLA conferences, I attended the National Consultation on Community Information and Referral in Ottawa, as well as the American Society for Information Science conference in Denver; also the meetings of Administrators of Large Public Libraries in Regina, of the International Association of Metropolitan City Libraries (INTAMEL) in Baltimore, and of the International Federation of Library Associations (IFLA) and INTAMEL in Liverpool. This last permitted considerable visiting and revisiting of city libraries and of library schools in Ireland, Wales and England. Following the Baltimore meeting, the Board was host to some of the INTAMEL participants who journeyed to Toronto on their tour of North American libraries.

John T. Parkhill
DIRECTOR

Highlights 1971 - City & Borough Libraries

To celebrate the **21st anniversary** of public library services in East York, Mayor True Davidson declared the week of October 12-16, 1971 as Library Week. Amnesty from fines was in effect for the entire week at all East York Public Library branches. A literary contest was held for any child in the East York schools and the prizes were awarded at Open Houses held in each of the branches. The Open House at S. Walter Stewart Library included special guests such as chief librarians, local authors and old friends of the library. Mayor Davidson accepted a gift of books for the library from the Boy Scouts of the 160th Group in East York. For the children, there were programmes every afternoon of the Week, including puppet shows, film programs, a craft class and a pet display.

The trend toward a seven-day week for library service led to several major extensions of library hours in Metro libraries in 1971. The Borough of York Public Library became the first Metro library system to institute six-day service, from Monday to Saturday, in all of its branches, plus Sunday afternoon opening in the Main Library. For many years, the Metropolitan Central Library had been the only library open on Sunday afternoons (from October to May). In 1970, the Toronto Public Libraries commenced Sunday afternoon service in the Deer Park Branch and the Learning Resources Centre, and this year extended such service to the Bloor and Gladstone and Danforth branches. Sunday service was also introduced at Etobicoke's Richview Library and North York's Willowdale Area Branch.

Through its new **Shut-In Service**, inaugurated in 1971, the Etobicoke Public Library will make arrangements to deliver books and other material to any Etobicoke resident who has no other way of getting them. This includes people who are sick,

invalid, or unable to leave their homes. The Shut-In Services previously initiated by the North York, Scarborough and Toronto public libraries are meeting increasing demands. During 1971, Toronto has been purchasing talking books, preparatory to launching a new service in 1972 to the non-blind handicapped, especially those who cannot hold a book in their hands.

Two new libraries were opened during the year:

The Albert Campbell District Library, the largest branch in the Scarborough Public Library System, with a capacity for 150,000 items and with excellent audio-visual facilities.

The Palmerston Branch of the Toronto Public Libraries, designed especially to meet the needs of children and young people in the midtown area.

Preparations are under way for a new district library at Albion Road and Kipling Avenue in North Etobicoke, with an anticipated capacity of 100,000-125,000 volumes. Emphasis at the new Albion Library will be on audio-visual materials. Scarborough is also planning a new neighbourhood branch in the Cliffcrest area. North York's need for enlarged facilities reached the crisis point in 1971 and was partially met by an addition to its Technical Services Building and by renting administrative space in an office complex. Preliminary plans were made for a new central library for the Borough.

Community involvement was a main thrust of the North York Public Library in 1971. The LINK Community Information Service at the Willowdale Area Branch was developed in co-operation with the North York Mental Health Council; a community survey was conducted by all branches; and a more sophisticated publicity campaign was launched to inform the community of the library services available. Scarborough also started a new

community information service, Information Scarborough, in the Cedarbrae District Library.

In the Borough of York, the Public Library compiled two selected lists of readings on **Urban Development** and co-operated with the York Committee of the Social Planning Council in a citizen participation meeting on "Can the Borough of York survive without Apartment Development?"

Use of video camera and playback equipment was introduced by the Scarborough Public Library during the year; and a course "Community Television and how to use it" took 25 people through a communications exercise in producing videotapes.

The growing number of **New Canadians** in the northern part of Metro has led the borough libraries both in York and in North York to initiate new programmes and changes in their collections to meet the needs of residents whose first language is not English. Radical changes were made in the collections of the York Woods and Downsview area branches in North York; and special children's programmes were used by the York libraries to encourage New Canadian mothers to bring their children to the library. Many of these were Italian mothers who appreciated the provision of some children's books in their native language.

North York reports that a **growing demand for in-depth materials** in the sciences, technology, business and humanities has led to a substantial growth in their non-fiction and reference materials. During the year progress was made in developing microfilm collections in all area branch libraries and in adding more periodicals and government documents.



1. Children choosing books at the new Palmerston Branch, Toronto Public Libraries.

2. Metro Chairman Campbell speaking at opening ceremonies for his "namesake", the new Albert Campbell District Branch, Scarborough Public Library.

3. New Palmerston Branch - exterior view.

4. A Gala Greek Festival, featuring dances by THE GREEK FOLK DANCING GROUP OF TORONTO, celebrated the opening of the Albert Campbell Library.



**METROPOLITAN TORONTO CENTRAL LIBRARY
USE OF MATERIALS**

	1971	1970	1969
BOOKS & FILMS CIRCULATED	320,115	379,351	402,929
BOOKS CONSULTED	618,080	569,370	486,469
PERIODICALS	193,052	161,790	125,512
CURRENT FILES	58,864	51,476	41,123
NEWSPAPERS	124,257	103,324	77,345
MICROFORMS	26,743	22,169	16,716
MAPS	12,050	8,821	7,266
MANUSCRIPTS	9,533	4,785	4,452
PICTURES CIRCULATED	47,448	58,451	60,033
PICTURE FILES USED	52,019	45,194	46,580
RECORDS CIRCULATED	50,591	38,932	32,764
RECORDS USED	36,810	36,159	23,901
	<u>1,549,562</u>	<u>1,479,822</u>	<u>1,325,090</u>

READERS	654,165	662,290	599,053
TELEPHONE QUESTIONS	198,755	212,129	147,346
DESK INQUIRIES	214,114	186,744	154,093
TELETYPE INQUIRIES	39,582	28,460	14,097
TELEX TRANSMISSIONS	3,038	3,214	3,358
INTERLOAN REQUESTS	12,073	10,570	12,135

Reduced figures in 1971 for Books & Films Circulated, Readers, and Telephone Questions reflect the increasing reference role of the Central Library, the gradual phasing out of direct public film service, and the use of teletype for Interlibrary communication.

**METROPOLITAN TORONTO LIBRARY BOARD
TECHNICAL SERVICES**

	1971	1970
TITLES CATALOGUED & RECATALOGUED		
BOOKS	43,960	54,930
FILMS, RECORDS and MICROFORMS	2,153	917
TOTAL	<u>46,113</u>	<u>55,847</u>

Note: Figures include 9,127 items catalogued in 1970 for Toronto Public Library and 1,669 catalogued in 1971 for the Metropolitan Toronto and other Ontario Regional Library Systems.

**PUBLIC LIBRARIES OF METROPOLITAN TORONTO
16MM FILM CIRCULATION**

	1971	1970
EAST YORK	2,232	2,229
ETOBICOKE	11,477	9,649
NORTH YORK	29,381	23,873
SCARBOROUGH	15,245	11,625
TORONTO	1,498	—
YORK	3,037	2,458
AUDIO-VISUAL SERVICES OF METROPOLITAN CENTRAL LIBRARY	18,937*	32,943
TOTAL	<u>* 81,807</u>	<u>82,777</u>

*The reduction in direct local service from Audio-Visual Services in 1971 was due to the policy of providing a back-up service to all Metro film libraries rather than concentrating on direct service to residents near its location.

**METROPOLITAN TORONTO CENTRAL LIBRARY
COLLECTIONS — 1971**

	Dec. 31 1971	Dec. 31 1970
BOOKS & BOUND PERIODICALS	669,048	621,668
FILMS	2,321	2,600
PICTURES (including circulating collection)	465,022	444,725
RECORDS & TAPES (language, spoken word and music)	11,892	10,097
MANUSCRIPTS & BROADSIDES	58,587	44,459
MAPS, MICROFORMS, AND NEWSPAPERS	69,757	56,467

Metropolitan Toronto Library Board

1971 Receipts & Expenditures

RECEIPTS

GENERAL LEGISLATIVE GRANT, PROV. OF ONTARIO	\$ 689,835
LIBRARY INCOME, FINES, RENTS, ETC.	78,777
METRO LEVY	2,821,397

\$3,590,009

EXPENDITURES

CAPITAL OUTLAYS FROM CURRENT FUNDS	\$ 59,336
LIBRARY SALARIES	1,829,915
LIBRARY MATERIALS	522,966
LIBRARY SUPPLIES AND EXPENSES	128,548
ADMINISTRATIVE SALARIES	86,766
ADMINISTRATION SUPPLIES & EXPENSES	170,093
BUILDING OPERATION & MAINTENANCE SALARIES	87,489
BUILDING OPERATION & MAINTENANCE SUPPLIES & EXPENSES	264,379
FRINGE BENEFITS	190,330
DEBT CHARGES	<u>79,324</u>
COST OF 1971 OPERATIONS	\$3,419,146
1970 DEFICIT	62,379
SURPLUS CARRIED FORWARD	108,484
	<u>\$3,590,009</u>

Toronto — February 3rd, 1972
Subject to completion of audit
by the Metropolitan Auditor

Anthony H. Winfield
Secretary-Treasurer

Staff Directory

CENTRAL LIBRARY PUBLIC SERVICES

HEAD Evelyn Thompson
ASSOCIATE HEAD Edith Firth
ASSISTANT HEADS Mary McMahon, Alan Suddon
AUDIO-VISUAL SERVICES Laura Murray
BIBLIOGRAPHIC CENTRE & INTERLOAN Carolyn Ross
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 Edith Firth (Interim Head)
MUNICIPAL REFERENCE Joyce Watson
MUSIC Marjorie Hale
SCIENCE AND TECHNOLOGY Marjorie McLeod
SOCIAL SCIENCES Abdus Salam
THEATRE Heather McCallum

CENTRAL LIBRARY TECHNICAL SERVICES

ACQUISITIONS Margaret Gardner
CATALOGUING AND RECATALOGUING Grace Bulaong
ORDER Jane Harvey
SYSTEMS Bonnie Campbell
TECHNICAL SERVICES SPECIALIST Hudson Standing

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.

Administration Headquarters, Bibliographic Centre, General Information Centre, Languages Centre (920-9566), Baldwin and Toronto Rooms of Canadiana, Fine Art, History, Literature, Social Sciences and Theatre.

Hours: Mon. to Fri. 9 a.m., to 9 p.m., Sat. 9 a.m. to 5 p.m.

Sun. 1:30 to 5 p.m., Oct. 15 to Apr. 30

Phone: 924-9511

Telex Number: 06-22232

CENTRAL LIBRARY ANNEX — Odd Fellows Building, 229 College Street.

Business and Science & Technology.

Hours: Same as Main Building.

Phones: Business, 929-0118; Science & Technology, 929-0813

AUDIO-VISUAL SERVICES — 559 Avenue Road, at St. Clair.

Hours: Mon. to Fri. 9 a.m. to 6 p.m.

Phone: 962-3901

MUSIC LIBRARY — 559 Avenue Road, at St. Clair.

Hours: Mon. to Fri. 9 a.m. to 9 p.m., Sat. 9 a.m. to 5 p.m.

Phone: 921-1811

MUNICIPAL REFERENCE — City Hall, Nathan Phillips Square.

Hours: Mon. to Fri. 8:30 a.m. to 8:30 p.m.

Phone: 366-6431

BUSINESS OFFICES — 10 St. George Street

Open 9 a.m. to 5 p.m. Monday through Friday.

Phone: 924-9511

THIRD REPORT 1971

Metropolitan Toronto Library Board

Designed by Vita Churchill

Printed by Associated Printers Limited

Photographs by:

Ashley and Crippen Limited — page 1

Blackhall — page 13 (No. 2)

Laddie Burke — page 7 (No. 3)

Vita Churchill — cover and page 7 (book)

The Globe and Mail (Dennis Robinson) — page 9 (No. 5)

The Mirror (Doug Hyatt) — page 13 (No. 4)

Roy Nicholls — page 13 (Nos. 1 and 3)

Wallace Bonner, Metropolitan Central Library

photographer — all other pictures

Toronto Public Libraries Learning Resources Centre

fall and winter program 1971-1972

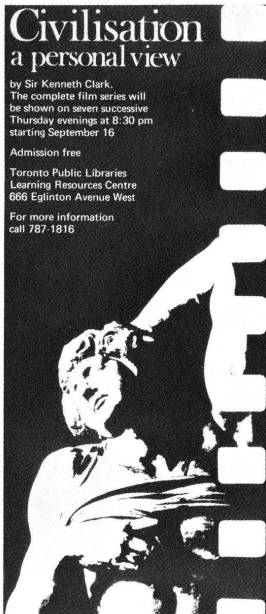
Civilisation
a personal view

by Sir Kenneth Clark.
The complete film series will be shown on seven successive Thursday evenings at 8:30 pm starting September 16

Admission free

Toronto Public Libraries
Learning Resources Centre
666 Eglinton Avenue West

For more information call 787-1816



SHERLOCK HOLMES

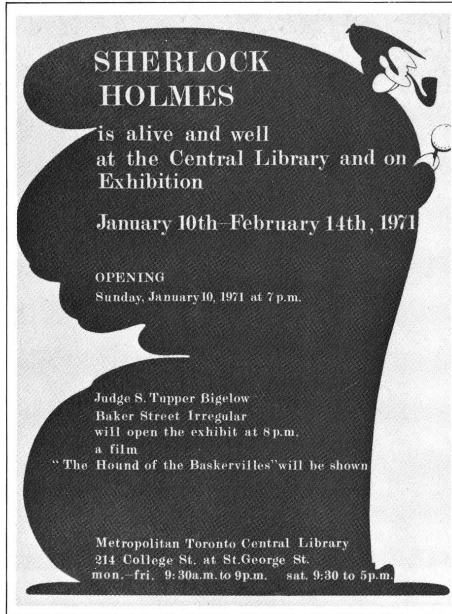
is alive and well
at the Central Library and on
Exhibition

January 10th - February 14th, 1971

OPENING
Sunday, January 10, 1971 at 7 p.m.

Judge S. Tupper Bigelow
Baker Street Irregular
will open the exhibit at 8 p.m.
a film
"The Hound of the Baskervilles" will be shown

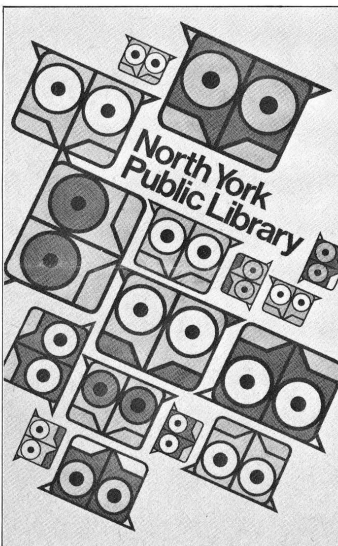
Metropolitan Toronto Central Library
314 College St. at St. George St.
mon. - fri. 9:30 a.m. to 9 p.m. sat. 9:30 to 5 p.m.



Guide to Periodicals and Newspapers
Currently Received in the Public Libraries of Metropolitan Toronto

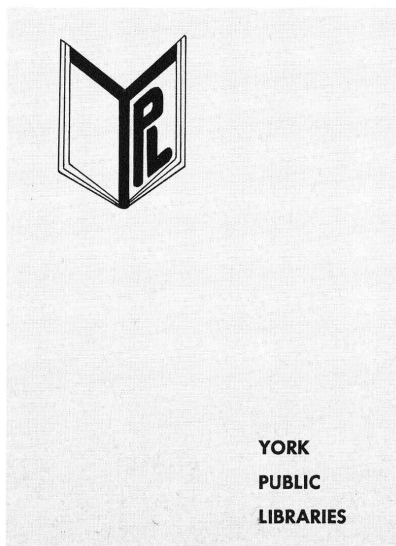


North York Public Library



PUBLICATIONS, 1971

A selection of cover pages of publications of the Public Libraries of Metropolitan Toronto, chosen for the interest and variety of their designs. They include programme announcements, brochures on library services, exhibition posters and catalogues of collections. The North York Public Library item at the left is a tabloid-size special advertising supplement to *The Mirror*.



**YORK
PUBLIC
LIBRARIES**

DOLLS OF YESTERYEAR

FROM THE COLLECTION OF MILDRED FOURNIER

EXHIBITION DECEMBER 7-31

MORNINGSIDE BRANCH
Scarborough public library
MORNINGSIDE PLAZA at kingston rd.



PUBLIC LIBRARIES IN METROPOLITAN TORONTO

