

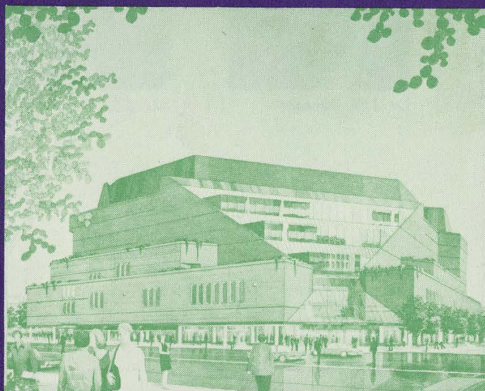




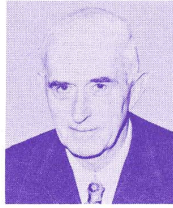
1974

Sixth
Annual Report

Metropolitan Toronto
Library Board



The Board



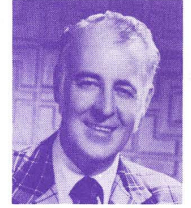
Mr. T.H. Goudge,
Chairman



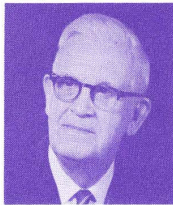
Mr. W.G. Cassels, Q.C.,
Vice-Chairman



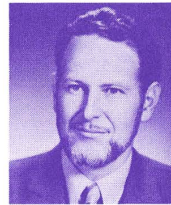
Mr. B. Wallace



Mr. E.J. Canning



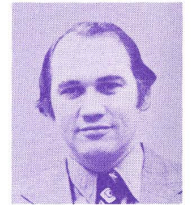
Dr. J.M. Bennett



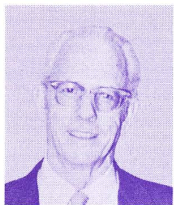
Mr. J.S. Ridout



Controller
Bruce Sinclair



Mr. R.C. Hitchcock



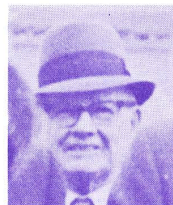
Mr. C.D. Cuthbert



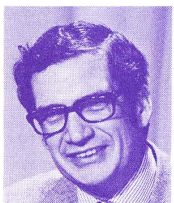
Alderman
Wm. Archer, Q.C.



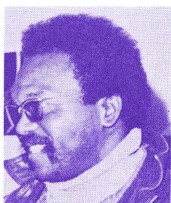
Mr. J.S. Midanik



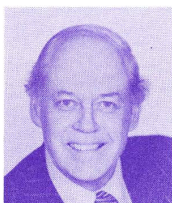
Mr. R.J. Bergin



Mr. D. Pettem



Mr. Austin Clarke



Mr. John Parkhill,
Director

Report of the Chairman

The Metropolitan Toronto Library Board has experienced a year of continued growth and development in the provision and use of the material and services it makes available to the citizens of Metro both directly and through City and Borough systems.

Further on in this report both our Director, Mr. Parkhill and Mrs. Allen, Head of the Central Library, will outline the extent and direction of our expanded service and the use that is being made of it by the public.

Throughout the year much of the detailed consideration of the Board's work has been done in committee. Most of the operational oversight has been carried out by the Administration and Personnel Committee chaired by Mr. Cuthbert and the Finance Committee chaired by Mr. Canning. The responsibility of these chairmen demands a great deal of personal attention to matters under their jurisdiction and I wish to commend Mr. Cuthbert and Mr. Canning for their diligence and thank them for their assistance to me and to the Board.

In addition to the ongoing library operations, the Board has been involved in an exceptional undertaking, namely the construction of the new Metropolitan Toronto Central Library. This project comes under the oversight of the Site and Building Committee which was charged with the responsibility of dealing with all matters pertaining to site selection and acquisition, planning, liaison with architects and contractors preparatory to making recommendations to the Board for approval.

On December 2, 1973 the Metro Council approved the concept and general plans, reaffirmed the site and requested all

authorities having jurisdiction to expedite approvals for construction. In my report last year I said we intend to move toward the building of our new library; however we did not anticipate situations which were to develop early in 1974. These resulted in a long process of consultation and compromise. Through all these phases, Mr. Cassels has diligently worked and persevered with all the political bodies involved to secure the approvals required to obtain a building permit. Construction began early in the New Year.

Mr. Cassels has served as Chairman of this Committee since March 1970 and the contribution of his time and talents over the years has been of inestimable value to the Board.

This year has been particularly demanding of Mr. Cassels' many abilities and I am certain that all the Board Members join in a sincere "thank you" to him.

In the Approval given by Metro Council in 1973, was a stipulation that the Metropolitan Toronto Library Board be requested to hear further representations from the North Midtown Planning Group with respect to the design of the building. This in effect thrust the building project into the political arena of the City of Toronto Council. During the year rezoning of the site had to be approved, exemption from the 45 foot height by-law secured, issues pertaining to the historic value of buildings resolved, and revised design concepts prepared and presented for approval.

Alderman Archer is the City of Toronto representative on the Library Board and throughout the year was the Board's spokesman at Committee and Council meetings, upholding the Board's position on all the political issues mentioned above.

We are deeply indebted to Alderman Archer for the great service he rendered on behalf of the Library Board.

The Board and staff continually strive to expand library service of a regional nature. We appreciate the support of the Area Boards and their Directors for the co-operation that is enabling services such as our Audio-Visual Section to function so successfully. To further strengthen this co-operation an ad hoc Committee chaired by Mr. Hitchcock was formed. The committee's recommendation, approved by the Board, was that a planning and co-ordinating committee which would include the Chairmen of the City and Borough Boards be formed.

Another indication of the Board's desire to give greater emphasis to regional service was the commissioning of the consultant firm of Urwick, Currie and Partners Ltd., to study and recommend organization structure which might lead to more effective execution of our Regional Board responsibilities.

In April of 1974 one of the Board's charter members tendered his resignation. When the Metro Library Board was formed in 1967, Dr. John Bennett was appointed by the Metropolitan Toronto Separate School Board as its representative. Dr. Bennett had years of experience as a Trustee on the City of Toronto Public Library Board and served as its chairman. Throughout the years on the Metro Board he gave of his wealth of experience and sound judgement to assist in Board decisions. He served on the Site and Building Committee from its beginning in 1969. The Board held a special occasion in recognition of his dedicated service and we wish him good health and happiness on his

retirement from the Library Board and his life-long service in education.

The Board's sympathy was expressed to Mrs. Lucas on the death of her husband, Mr. Anton Lucas, who served as a gifted craftsman in the field of binding and restoring of rare books. On behalf on the Board I wish to express our appreciation for the memorial given to the Library by Mr. Lucas' fellow members of CUPE Local 1582.

The resignation in May of our Associate Director Mr. Barhydt, has thrown a greater load on the Administrative Staff and the Director who assumed the additional responsibilities, particularly that of being the Board's representative on the Construction Management Team for the new Library. To share the burden of the additional work, Mr. Parkhill brought the senior administrative officials into a team organization which has enabled good management to continue.

The Board is fortunate in having such good senior administrative officers to assist our Director in the operational responsibilities involved in our library services. They have also been of great assistance to me as Chairman as well as to committee chairmen of the Board.

The high level of service that is present in the Metro Library System would not be possible without the splendid support and contribution of all our staff members and to each we offer our sincere appreciation.

It has been an honour to serve another year as Chairman of the Metropolitan Toronto Library Board. Because of the constant support I have received from every member of the Board, I am indebted to them and wish to thank each one for the outstanding co-operation I have enjoyed

and the fine spirit that has prevailed amongst us.

On behalf of the Board and myself, I wish to express our appreciation to this support group: Mr. Winfield, Secretary Treasurer and Mrs. Allen, Head of the Central Library, together with those who work closely with them—Mrs. Robb, Mrs. Murray, Mr. Wertheimer and Mr. Rajaram.

Mr. Parkhill's report will reflect the outstanding nature of his professional guidance and leadership in the development of Library services for Metropolitan Toronto. To him I offer my personal thanks and the sincere appreciation of the Board for all he has done.

Report of the Director

The ferment of expansion and change that regularly characterizes the Public Libraries of Metropolitan Toronto was marked during 1974 by the development of plans and the beginnings of construction rather than by the actual openings of buildings. East York wrestled with the inadequacies of its central building and arranged for the rental of additional facilities for some of its system services. North York planned a new central library to be housed in the Civic Centre, took the final steps in re-organizing the Gladys Allison building and completed plans for three new branches, with the Fairview Mall Drive Area Branch library well underway at the year's end, opened the Humber Summit branch and relocated Yorkdale Plaza branch. Scarborough opened two branches, Guildwood and Port Union, and continued planning its third and fourth district libraries. Toronto considered a district library for the East End of the City, began the construction of its Northern District Library, renovated its Queen's Quay Service Centre and began service to Ward Island residents. York completed its Jane-Dundas branch. The Metropolitan Toronto Library Board moved its regional headquarters across the street from the main library building providing much needed space for the Building Co-ordinator and Building Liaison Librarian as well as for research and regular headquarters activities; as its Chairman has indicated, the Metropolitan Library Board and staff continued to be heavily involved in the planning of the new Metropolitan Central Library, providing representation at a multitude of hearings before committees, councils, citizens' groups, boards, and other tribunals, and contributing to the constant revision and updating of plans.

The Borough of East York celebrated its 50th anniversary, and the Library engaged in appropriate activities; the Etobicoke Public Library co-sponsored the publication of a history of the Township from 1850-1867 and began the planning of its own 25th anniversary in 1975. The George H. Locke Library celebrated its 25th anniversary, and the first of a series of Local History handbooks appeared: *North Toronto in Pictures, 1889-1912*; Gerrard Branch celebrated its 50th anniversary; the Osborne and Lillian H. Smith collections marked the occasion of the 25th anniversary of their donation to the Toronto Board.

Individual reports and statistics indicate ever-increasing and evermore varied programmes and activities, linking the libraries to their communities, in addition to the regular business of providing materials for home and library use, which also increased. Many of the systems experienced a mounting interest, even insistence, on the part of citizens' groups to participate in the planning of library services, ranging from the siting of buildings to Canadian content of collections. Staff also shared in the desire to participate in the management of their libraries, by becoming involved in attending public and other meetings, voting for union certification, and devoting more and more time to managing and reporting, with consequent strains particularly at the management and administrative levels. Two of the Boards, for example, now employ full-time professional personnel officers, and others of the boards have well-staffed personnel and training offices. Staffing of Metro Public libraries rose to 1478 with 411 of these professional librarians.

The area boards again contributed staff to a number of Metro projects and

committees. A Metro Interloan Committee was revived in order to consider a major report prepared in the regional headquarters: *Metro Interloan: A Study of Procedures in Metropolitan Toronto Public Libraries*. The area boards also contributed substantial input into the regional multi-year plan summary, prepared by the Board for the Ontario Provincial Library Council and incorporated in the Board's estimates for 1975.

Public Relations and Publicity Officer Monika Jensen

The MTLB engaged in a number of co-operative programmes with various institutions in Metropolitan Toronto: Family Property Law with the Ministry of the Attorney General, a Conference on Working Women with the Mayor's Task Force on the Status of Women, a Planning Conference for the Festival of Women and the Arts with the Steering Committee for Women and the Arts, and among major exhibits, Canadian Education Showplace, with hand-out materials from all the public library systems of Metro.

The MTLB *News* began to appear in November; six issues a year are planned. A number of important publications also appeared: *Biographical Scrapbooks* (32 reels of microfilm), with accompanying index; Continuing Education, film, serials and Spanish catalogues and two guides to the Sherlock Holmes collection: *A Checklist of the Arthur Conan Doyle Collection* and *Bigelow on Holmes*.

The Metropolitan Toronto Library Board was the recipient of the John Cotton Dana award for an outstanding series of filmed commercials, received from the

H. W. Wilson Company and the ALA Library Administration Public Relations Section. Every major television station in Metro ran the commercials and copies were requested from as far away as England and Australia.

Personnel and Training Officer Peggy Robb

Activity in the area of labour relations was intense. A two-year collective agreement was written with CUPE Local 1582 for full-time non-professional staff and the non-professional part-time staff was certified. A management training course was given for department and section heads and staff turnover and absenteeism were examined. Communication with other libraries in Ontario resulted in increased co-operation in labour relations.

Screening interviews numbered 748; reference checks, 286; letters to applicants, 249; counselling interviews, 44. Applications were received — from MLS or equivalent, 255; general, 997; summer, 94. Hirings were: full-time staff, 92; part-time staff, 3; temporary staff, 23.

Audio-Visual Co-ordinator Laura Murray

The *Talking Books Service*, formed during 1974, assumed the responsibility for establishing a core collection for the public libraries in Metro, for purchasing of equipment, and for the hiring of a supervisor. By the end of the year, 109 titles had been distributed. Prospects are encouraging, and the Canadian National Institute for the Blind hopes to produce some 400 titles each year, beginning in 1975.

An *Equipment and Production Department* was also set up to utilize the 150 pieces of AV equipment now available to Metro public libraries. Equipment is often booked for several weeks at a time, so that the number of bookings is not a true measure of frequency of use, but they are as follows:

	No. of Bookings	No. of Days Out
16mm motion picture equipment	109	907
8mm motion picture equipment	40	300
video equipment	86	928
slide projection equipment	39	325
audio equipment	39	351
screens	19	136
overhead projection equipment	22	137
opaque projector	10	75
	364	3,159

Technicians Services provide technical assistance to all public libraries in Metro, including instruction and advice, inventory and repairs, and training of the public to operate 16mm projectors.

Graphics provides artistic input for displays, publications, and exhibits and produces signs as requested in 1974: legal notices, 192; departmental signs, 457; small displays, 28; publications and printed posters, 14; and hand-executed posters, 24.

Photography fills the photographic needs of the Board as well as photoduplication requests from the public:

	Library Work	Public Work	Total
Prints (all sizes)	1,401	2,162	3,563
Xerox camera 4	314	31	345
Xerox 2400	1,490	15	1,505
Colour slides	84	304	388
B/W slides	—	208	208
4" x 5" negatives	2,014	1,804	3,818
Totals	5,303	4,524	9,827

Production is capable of providing AV materials in several media formats. This is the newest area of responsibility for AVS, with 1974 a year of planning.

Once again AVS helped increase *16mm Film Activity* across Metro:

35,451 films were sent to borough and City film libraries, a 19.6% increase over 1973;
teletype requests increased 21.2% (45,201 in 1974, 37,290 in 1973);
10,211 requested films were not available, because of previous bookings;
945 bookings made were later cancelled;
16mm film circulation across Metro (excluding AVS itself) was 131,917 screenings, an increase of 11.7% over 1973. 1,750,445 persons were present at these screenings:

	1974	1973
East York	5,616	4,231
Etobicoke	22,378	20,029
North York	47,801	44,710
Scarborough	23,737	20,640
Toronto	27,146	23,954
York	5,239	4,516
	131,917	118,080
AVS, MTLB	1,699	1,988

A great variety of groups used the AVS preview service: in 1973 there were 1005 sessions; in 1974, 1074. The most popular subjects were business/management, child development, and women's awareness. Staff gave and participated in a large number of workshops, with area boards, the Ontario Film Association, and Ontario and Canadian Library associations. Bruce Fairley and Wally Bonner and their staffs assisted at a variety of Board functions, setting up equipment, taking photographs, etc.

Languages Services Co-ordinator Len Wertheimer

Early in January the Co-ordinator took prompt action on a request for bibliographic information after consulting language librarians in Metro libraries; subscriptions for 20 periodicals in six languages were placed, and are being routed to the other systems. As an experiment, the Co-ordinator purchased some 2,000 books in 14 languages, most of these at the Frankfurt Book Fair; they have been offered to all Metro library systems, without charge but uncatalogued. Questionnaires were sent out and returned in the second quarter, in order to explore the possibilities of affecting economics and efficiency through co-operation and pooling of resources.

The most prominent part of languages activity in 1974 was the Bilingual Project, and was fully reported by the Co-ordinator in *Canadian Library Journal*, December 1974. Good use was made of the Eastern Ontario Library System's French catalogue

in the processing of books purchased, as well as those received as gifts from the governments of Quebec, Belgium and France, and from the Association des Éditeurs Canadiens. The gift from the Ministère des Affaires Culturelles of Quebec was formally, and for legal reasons, transferred to the Provincial Library Service, so as to be made available in the various regions. Audio-Visual materials were of course part of the collection—records, tapes, filmstrips, and the requisite hardware. A sample collection of some 200 periodicals and newspapers from France, Belgium and Switzerland was also assembled for display.

These books and periodicals were displayed in a large room in the Central Library Annex, and were visited by the general public as well as area board staff. The traditional emphasis of the Languages Centre on Literature was borne in mind, and an attempt made to widen the materials to include popular non-fiction. Smaller book exhibitions, with material drawn from the central collection, were also arranged in Metro branches, frequently combined with presentations of French films or films with French content. "The Invisible French" was shown at a panel discussion in the historic Smith Turner Schoolhouse, as part of a panel discussion on the French in Toronto. In collaboration with La Chasse Galerie, the Board presented a performance of *Les Tourtereaux* by Le Théâtre du P'tit Bonheur; the author, Jean-Claude Germain from Montreal led a lively discussion. The Board also arranged with the Galerie to have two Swiss marionettists, Erik and Monica Merinat, give presentations in several of the borough systems. Good publicity was obtained in the media

through posters and leaflets and personal contact, and a number of checklists compiled as guides to the books displayed and also as buying aids.

Four meetings were held with Metro language librarians, and the Co-ordinator attended a large number of conferences and workshops in Ontario, Quebec and elsewhere; he also visited libraries in Detroit, Windsor and abroad. Close contacts and personal memberships were maintained with a large number of language groups and associations.

Books in Other Languages; aids to selecting and ordering, was a particularly popular publication, and it is planned to issue a third edition under the auspices of the Canadian Library Association.

Systems Librarian Bonnie Campbell

The computerized production of catalogues and directories continued to be the major function of the Systems Unit in 1975. *Spanish Books/Libros en español* listed 2200 titles held in the MTCL's Languages Centre; a computer file of Italian books was established for catalogue production in 1975. Incorporation of retrospective titles in the fourth edition of *Guide to Periodicals and Newspapers* continued and several special lists were produced for participating libraries, as well as two supplements; the holdings of the Hamilton Public Library were added to the computer file and the holdings of the Metropolitan Central Library were included in the Cooperative Union Serials System (CUSS) union list. The data base of 16mm films was converted to run on the University of Toronto computer facility; a catalogue and

one supplement were produced for Metro Toronto as well as five catalogues and two supplements for other participating regional systems; the data base now numbers over 6000 titles. The sixth fall issue of the *Continuing Education Directory* listed over 7100 courses, offered by 94 institutions in the Metropolitan Toronto area.

In sum, the computer systems used for these major projects were stabilized; MTLB became a member of the University of Toronto Library users group and continued as an observer of the OUCLS project; the GPN file allowed MTLB to participate in CUSS; the film and GPN projects were costed; inquiries were received from the Central Ontario Regional Library System, the North York Board of Education, the New York City Regional Center for Lifelong Learning, OECA, and UT Media Centre; CANOLE and the New York Times Data Bank were evaluated, as well as the feasibility of an inhouse production of a book-form Canadian Business Periodicals Index. Mail labels continued to be produced for MTLB departments—43,000 in 1974; the Systems Librarians attended a meeting of the Canadian Union Catalogue Task Group and became chairperson of the DORLS Technical Services Committee.

Thanks

Mounting relationships with and obligations to individuals and groups, services to area board and other libraries, pressure to plan and evaluate services and collections, preoccupation with the planning and replanning of the new central library, leave one in the debt of innumerable persons. There are the metropolitan librarians

around the world who in one way or another responded to a detailed request for information concerning subject, special and rare-book collections, the Administrators of Large Public Libraries of Canada, the International Association of Metropolitan City Libraries (INTAMEL), the International Federation of Library Associations (IFLA), national and provincial library associations, the Directors of Regional Library Systems (DORLS), Metropolitan Area Boards and their Chief Librarians, the numberless groups of professional and interest groups with whom the MTLB staff is associated and whom they serve, the Metropolitan and area councils—and all their committees, and departments, citizens' groups of all kinds. And of course, there is the Metropolitan Toronto Library Board and its committees, to whom the Chairman has paid deserved tribute, and their staff, wrestling still with ever-constricting quarters, ever-expanding collections, ever-increasing use and expectations of service. I am most sincerely grateful to everyone who worked this year to keep the Central Library and the Metropolitan Board afloat in a sea of swirling controversy and contention and activity and to keep before us the vision of quarters and resources that will help us give first-class library service to the people, and the other libraries, of Metropolitan Toronto.

**John T. Parkhill
Director**

1. Richard Needham and True Davidson during a refreshment break at the symposium of *Les Franco-phones* held in November.

2. Continuing Education Booth at the Canadian Education Showplace.



3. *Pride, Pomp and Khaki*, a major exhibition illustrated the History Section's resources on military uniforms in November.



4. Mr. Parkhill, Director MTLB, Mrs. Allen, Head Central Library and Mr. Campbell, Chief Librarian, Toronto Public Libraries (far right) with three of a group of thirty-six Japanese librarians who visited metropolitan libraries in November.



5. & 6. French Evening, a special event in the Central Library Theatre which took place during April.

7 & 8. Director Jean-Claude Roboly at the presentation of his film *Magic, Exorcism and the Healers of the Philippines*. The event was sponsored by MTBL in association with L'Alliance Française.

9. Library students from University of Montreal visit the Central Library.



Report of the Head of the Central Library

Central Library

Head: Margery Allen

Assistant Heads: Mary McMahon, Alan Suddon

Collections and Use of Materials: see Metropolitan Toronto Library Board Statistics.

The summaries of Section and Department activities that follow are factual and sterile accounting for the past year. Behind each one is a group of people whose deep concern for excellence in public service and in collections has maintained the Library's traditional reputation in the Metro community. Their quiet dedication, and that of the many who preceded them, earned the brighter prospect of the new building. The Board's recognition of the Library's needs and its firm support of the future of the staff and the collections during the delays of the past year have been appreciated by all.

Contemplated for many years, the Union Subject Catalogue of Central Library collections is beginning to take shape with a battery of new card cabinets now arrayed in the Bibliographic Centre, and with a mountain of subject cards reproduced from the card catalogues of the public sections (except for Music) waiting to be filed in place. Under the supervision of Hudson Standing, Technical Services Specialist, phase one was carried out in 1974 so that phase two, consisting of the filing and revision project, may be completed in 1975.

Joyce Watson, Library Projects Specialist, produced a well-researched survey and recommendations for microfilming material in the Central Library collections. For internal use only, it identifies items and areas for priority consideration before

further deterioration occurs.

A management training course tailored by Centennial College to suit the interests of the Section and Department Heads was held in late October. It focussed on the needs and aspirations of the group and has already produced positive recommendations and results.

Staff concerns over a changing social and working environment resulted in the ratification of a Collective Agreement with CUPE Local 1582 in July and its signing in October. Certification of the part-time assistants and of professional librarians also took place. Much discussion and staff involvement has been evident at all levels.

As noted in the Chairman's report, the Library suffered a grievous loss in March with the death of Anton Lucas, rare book binder, whose art and superb skill remain with us in the many volumes he restored for our collections.

The Binding unit shared in the selection and supervision of outside craftsmen able to work in the tradition of the late Anton Lucas, in addition to sending out more than 7600 books and 5100 periodicals for commercial processing. The Restoration Laboratory continued its endless task of revitalizing special items in the collections to prevent or inhibit further deterioration. Gifts and Exchanges coped valiantly with individual donations of about 41,000 items and with some 37,000 withdrawals forwarded from libraries in the Metro region. 11,600 of the total were added to the Central Library collections; 34,478 were shelved for exchange in future, and the remainder were listed and sent out in response to requests from as far away as the U.S.S.R. and as close as North York.

Space was a continuing problem and outside storage of less-used materials is imperative for all areas.

During 1974, more than 800 letters were typed in the Central Library Office for seven Sections and Departments. 133 change-of-address letters were sent out and more than 250 pages of reports were typed up. These were in addition to the normal secretarial and statistical routines.

Once again I thank most sincerely those who have helped me through my first full year as Head. The Board, the Director, and the staff have all contributed to my education and enlightenment. Their assistance and goodwill are indeed appreciated.

Bibliographic Centre and Interloan

Head: Carolyn Ross

Staff: 21 (2 librarians)

Collections: 3,092 reference books and bound periodicals; 2,245,000 cards in a Union Catalogue (no subject cards)

Inquiries: Telephone, 38,465; Telex, 4,375; Teletype, 22,157; Mail, 351; Desk, 7,475

Cards filed: 153,129

Interloan: Requests, 14,795; Requests filled, 9,392

During the year records were set by two of the Centre's services—38,465 telephone queries and 22,157 teletype messages. The multiplicity of problems which arise in the maintenance of the Union Catalogue continued to be one of the principal concerns. The Canadian catalogue continued to expand to meet the user requirements for publishing information and reviews of Canadian books.

Business Library

Head: Claire Kingston (to August)

Patricia Dye (from November)

Librarian-in-Charge: Patricia Dye (August to November)

Staff: 15 (6 librarians)

Collections: 53,626 books and bound periodicals; 4,853 corporation file folders; 1,961 vertical file folders; 59,841 microforms; 29 bound newspapers

Materials used in Library: 172,323 (1974); 63,326 (1969)

Committees and informal discussions with other sections resulted in rationalizing acquisition of government documents, telephone books and ambiguous subject areas. An historical corporation file was established. The mergers file was photocopied for public use. The Winnipeg General Strike film was duplicated for requesting university libraries. The bibliography "Working Women in Canada" formed the basis for our participation in displays outside the Library. Major readjustments for expansion of shelving for periodicals were made.

Canadiana and Manuscripts Section

Head: Edith Firth

Staff: 9 (4 librarians)

Collections: 15,788 books and bound periodicals; 3,883 broadsides, posters, etc.; 47,781 manuscripts; 2,011 maps and plans; 12,394 microforms; 3,603 bound newspapers; 29,977 pictures

Materials used in Library: 83,716 (1974); 54,177 (1969)

Progress in cataloguing books has been accelerated by an additional librarian. An inventory and rearrangement of the maps have been completed, and work has begun on a new picture catalogue incorporating contact prints on the catalogue cards.

Important acquisitions:

Salmon Collection of 12,000 photographs of Toronto.

Diaries, letters, photographs, etc. of Canon Arthur Jarvis and his family.

Burgoyne, John. A State of the expedition from Canada. London, 1780. First edition. Over 200 microfilm reels of ethnic newspapers published in Toronto.

Fine Art Section

Head: Alan Suddon

Staff: 10 (4 librarians)

Collections: 37,339 books and bound periodicals; 5160 broadsides, posters etc.; 1059 microforms; 47,855 reference pictures; 459,748 circulating pictures; 6112 vertical file folders

Materials used in Library: 124,224 (1974); 93,185 (1969)

The card catalogue was divided into Sports & Recreation and Fine Art in preparation for the anticipated transfer of the Sports collection to the Science & Technology Library in 1975. In addition, each catalogue has been divided into Author/Title and Subject sections, and staff and patrons have an opportunity to experience the advantages and disadvantages of the arrangement. Over 3000 additional entries were made in 1974 for the index of Canadian Artists and the program of indexing has been included in the *Ontario Index of Canadian Artists*

1974, published by the Ontario Ministry of Communications and Social Services. Exhibitions outside the Library included a display of *Women in Pictures* arranged for the Planning Conference for the Festival of Women held at Toronto City Hall; and an exhibition of fashion illustrations held in cooperation with the Costume Society of Ontario at O'Keefe Centre. Notable acquisitions included the first four volumes of *Il Codice Atlantica di Leonardo da Vinci*, a facsimile edition of the original in the Biblioteca Ambrosiana, Milan, purchased jointly with the Science & Technology Library. By gift and purchase the postcard collection increased by 1746 items and several in-library exhibits were mounted to publicize this resource.

General Information Centre

Head: Anne Mack
Staff: 16 (3 librarians)
Collections: 18,837 books and bound periodicals; 631 microforms; 1738 vertical file folders
Materials used in Library: 97,800 (1974); 77,307 (1969)
Telephone questions: 29,714 (1974)
Desk inquiries: 57,458 (1974)

There has been the usual steady growth of collections. 27 new periodical titles added. The Stack staff was increased by one, enabling it to shelve 93,900 items in 1974. Overcrowding in stack areas continued to present problems.

History Section

Head: Michael Pearson
Staff: 14 (5 librarians)
Collections: 122,935 books and bound periodicals; 21,816 maps and plans; 2657 microforms; 211 tapes; 1674 vertical file folders
Materials used in Library: 190,735 (1974); 90,350 (1969)

Public use of materials continued to increase. The combined Literature and History public catalogue was divided, and the division resulted in two smaller and more easily used catalogues with quicker and better service to the public by each Section. A major exhibition in November in the Fine Art mezzanine, *Pride, Pomp and Khaki*, illustrated the Section's resources on military uniforms and was extended for an additional month. The Section experimented with a team approach to staff duties with favourable results in staff participation and heightened interest. *Important acquisition:* Photocopies of the vertical files of the *Canadian Association in support of the Native Peoples* which contain about 33,000 pages of unique information.

Languages Centre

Head: Helena Mott
Staff: 15 (4 librarians)
Collections: 98,852 books and bound periodicals in more than 65 languages; 3267 language records, tapes and cassettes; 164 vertical file folders
Materials used in Library: 102,684 (1974); 13,902 (1969)
Circulation: 62,011 (1974); 36,689 (1969)

The Languages Centre Periodicals Room (229 College Street) was opened on February 1. Newspapers and periodicals number over 250 titles in 35 languages. The Chinese catalogue listing entries in Chinese was completed for retrospective titles and Chinese characters were added to all new cards and acquisitions lists. A book catalogue of the Section's Spanish holdings was distributed in March. New language courses on video-tape were introduced and a user report of the video project was presented to an OLA workshop. Books in 42 languages were selected and ordered, with as many as 18 outside specialists hired to supplement the work of the Section's own staff. A donation of Marathi books from the Marathi Bhashik Mandal and one of Estonian books from the Victoria County Library in Lindsay were of particular value.

Literature Section

Head: Mary McMahon
Staff: 14 (8 librarians)
Collections: 105,522 books and bound periodicals; 13 films; 1456 microforms; 675 records and tapes; 2434 vertical file folders
Materials used in Library: 107,391 (1974); 72,714 (1969)

The ever-increasing demand for Canadian materials is proving the value of our long-standing emphasis on a very strong collection of Canadian poetry, fiction, criticism and pamphlets. It has been very apparent in 1974 that the Literature Section is recognized across Canada as an important resource centre for research in Canadian literature.

Important acquisitions:

Dickens, Charles. The Nonesuch Dickens (London) The Nonesuch Press, 1937-38. 24 volumes. Original steel plate from an illustration in Nicholas Nickleby.
Raabe, Paul. Index Expressionismus: Bibliographie der Beiträge in den Zeitschriften und Jahrbüchern des literarischen Expressionismus, 1910-1925 . . . Nedlen, Liechtenstein, Kraus, Thomson Organization, 1972. 18 volumes.

Municipal Reference Library

Head: Margot Hewings (from June)
Librarian-in-Charge: Victoria Casey (to June)
Staff: 10 (4 librarians)
Collections: 34,721 books and bound periodicals; 1359 posters, programs, etc.; 2494 maps and plans; 17,347 microforms; 178 bound newspapers; 25 cassettes; 140 slides; 818 vertical file folders
Materials used in Library: 213,131 (1974); 99,377 (1969)

Segments of the City Council meetings dealing with issues of concern to our users were taped and added to the collection. To complement an extensive collection of material on the downtown core area of Toronto, a complete set of the Ontario Municipal Board hearings (transcripts) on the controversial height by-law was added to the collection and will be the only source for these hearings. The Library was involved with many other libraries and outside agencies throughout the year. It gave advice to several librarians on how to set up municipal libraries in their own localities, participated in the first Urban Forum Conference sponsored by the

Canadian Council on Urban and Regional Research with a multimedia display of materials, and explored ways of cooperating and avoiding duplication of effort with information specialists from the City Planning Board, Archives, and the City Clerk's Department.

Music Library

Head: Olivia Dixon (to July); Isabel Clark (from November)
Librarian-in-Charge: Lorna Hassell (July to November)
Staff: 9 (3 librarians)
Collections: 43,868 books and bound periodicals; 68 microforms; 12,732 recordings; 6061 programs; 3064 items of iconography; 6046 vertical file folders
Materials used in Library: 46,745 (1974); 27,959 (1969)
Circulation: 83,987 (1974); 61,562 (1969)

1974 was a year of reorganization in the Music Library. Additional shelving now fills the reference area, while the Nordheimer Room houses collected editions, historical sets, and overflow materials from upstairs. The vertical files were inventoried into separate picture, program, and general information collections, and indexes made. Special effort continues to develop the Canadiana sheet music collection. Of note was the loan of the Library's collection of Toronto Mendelssohn Choir programs for a project undertaken by University of Toronto students, data sheets from the project to be deposited in the Library.

Science & Technology Library

Head: Marjorie McLeod (on loan to new building program)
Acting Head: Jane Peltz
Staff: 15 (6 librarians)
Collections: 83,201 books and bound periodicals; 725 current periodicals; 22,756 patents; 3320 maps and plans; 824 microforms; 2230 vertical file folders
Materials used in Library: 157,934 (1974); 100,817 (1969)

An index of schematic diagrams found in approximately 50 books and periodicals was compiled. The texts used by the Manpower Training Branch of the Ontario Ministry of Colleges and Universities in their training program for the regulated trades have been acquired. All of the prime texts recommended by the Association of Professional Engineers of Ontario are also available in the Section.

Social Sciences Section

Head: Abdus Salam
Staff: 15 (6 librarians)
Collections: 130,688 books and bound periodicals; 2637 microforms; 389 records and tapes; 854 vertical file folders
Materials used in Library: 161,183 (1974); 89,758 (1969)

The periodicals collection was carefully surveyed and 107 periodical titles were added. An additional inquiry desk has been set up near the Social Sciences catalogue to provide better public service and assistance, particularly in the use of the subject catalogue. The card subject index to the Current Data Files was completely revised and typed. The government docu-

ments collection has been strengthened and a new processing system has been devised to expedite its cataloguing.

Theatre Section

Head: Heather McCallum

Staff: 6 (2 librarians)

Collections: 24,031 books and bound periodicals; 15,859 theatre programs, broadsides, posters; 7650 manuscripts; 271 microforms; 41,329 photographs; 1184 engravings; 949 original stage designs; 950 records, tapes and cassettes; 1284 slides; 777 vertical file folders

Materials used in Library: 49,868 (1974); 47,188 (1969)

A memorial exhibition honouring Canadian dance pioneer, Boris Volkoff, was based on his extensive collection presented to the Theatre Section early in 1974. Eight full-scale exhibitions were mounted during the year, in addition to a number of rare books, original stage designs, 19th century play-bills, photographs and programs sent for exhibition at the Norman Mackenzie Art Gallery (Regina), University of Waterloo Art Gallery, Toronto Historical Board, Stratford Festival, Hart House Theatre, and the Costume Society of Ontario.

Important acquisition:

Die Theater Wiens. Wien, Gessellschaft für vervielfältigende Kunst, 1894-1905.

TECHNICAL SERVICES

Specialist: Hudson Standing

Technical Services Statistics

Orders typed and placed: 34,014 (1974); 34,930 (1973)

Titles catalogued (all media): 45,002 (1974); 45,715 (1973)
Titles recatalogued: 4684 (1974); 6115 (1973)
Card production: 1,043,425 (1974); 970,379 (1973)
Volumes finished: 58,855 (1974); 64,962 (1973)

Acquisitions Department

Head: Margaret Gardner

Staff: 5 (1 librarian)

The chief feature of this year was the increased volume of Canadian material, including government publications sent on depository. In an effort to obtain information about all available material, Acquisitions and the Literature Section canvassed 320 publishers of Canadian material.

Cataloguing Department

Head: Grace Bulaong

Staff: 39 (14 librarians)

Cataloguing continued to keep up with input, but a higher percentage of more difficult materials, less extra project staff, and professional turnover affected production. Attempts were made to increase team interaction and involvement with the Sections at the cataloguers' level. Job enrichment was initiated and produced satisfactory results among clerical staff. Major thrusts in the continuing effort for greater access and for standardization were made in music subject headings, in a more systematic updating of other subjects, and

in improvement of cross-reference structures for all kinds of entries. In accordance with the goal of easier subject access, Cataloguing cooperated in setting up the Union Subject Catalogue.

Order Department

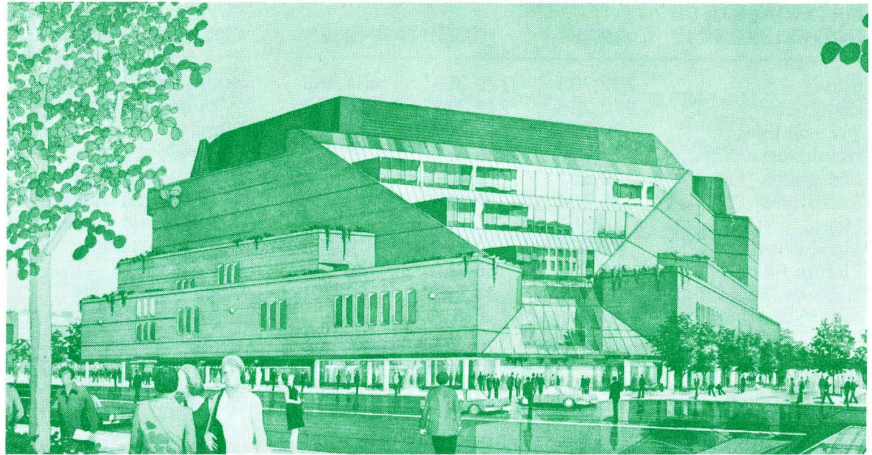
Head: Jane Harvey

Staff: 14

1974 saw only minor-procedural changes in Order-Finishing. The few problems experienced were primarily the reflection of an uneven ordering pattern, but for the most part the year was quite satisfactory.

Margery Allen, Head, Central Library

New Central Library



Architectural drawing of the new building as it will look on the Yonge and Asquith site.



Interior of new building.

Statistics

Metropolitan Toronto Library Board

MATERIALS USED IN THE LIBRARY

	1974	1973	1969
Books	762,703	729,355*	484,963
Periodicals	272,286	249,212*	125,512
Vertical Files	80,853	76,447	41,123
Newspapers	207,687	135,687	77,345
Microfiche	20,392	16,410	—
Microfilms	36,764	32,088	16,716
Maps	15,963	16,229	7,266
Manuscripts	10,070	11,760	4,452
Picture Files	53,094	50,358	46,580
Records, Tapes, Films	49,476	44,435*	23,901

Total	1,509,288	1,361,981*	827,858
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Telephone Questions	233,107	219,252*	147,346
Desk Inquiries	277,896	247,424	154,093
Teletype Inquiries			
Bibliographic Centre	22,157	20,085	10,260
A/V Services	45,201	37,290	3,837
Patron Count	564,767	558,769	599,053

Staff

Senior Positions and Librarians	93	86*	74
Support Staff	234	216	160

Total	327	302*	234
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*corrected figure

COLLECTIONS

	1974	1973	1969
Books and bound periodicals	829,303	771,233	570,986
Films	4,138	3,578	2,487
Pictures	586,661	518,814	417,879
Records and tapes (language, spoken word, and music)	18,572	15,780	9,540
Manuscripts and Broadsides	87,853	69,330	36,568
Maps, Microforms and Newspapers	132,647	104,127	58,683
Current Data Files	29,661	37,420	no count

Total	1,688,835	1,520,282	1,096,143
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CIRCULATION

Books and Films	227,468	242,814*	402,929
Records	54,066	59,465	32,764
Pictures	52,186	46,467	60,033

Total	333,720	348,746	495,726
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*corrected figure

Receipts and Expenditures

REVENUE	1974	1973	EXPENDITURES	1974	1973
Municipal contribution	4,496,217	3,519,094	Salaries		
Province of Ontario grant	969,670	828,468	Salaries and wages - library	2,834,577	2,461,781
Other			wages - maintenance	113,327	100,127
1. Library service sold to other			Fringe benefits	246,537	199,433
library boards	11,273	9,486		3,194,441	2,761,341
2. Other library income	85,374	86,180	Materials, supplies and utilities		
Surplus brought forward from			Books and other library materials	768,318	679,234
prior year	120,679	159,386	Utilities	45,454	45,380
			Supplies	117,951	104,474
				931,723	829,088
			Services and Rents		
			Rents	181,845	163,996
			Services	532,128	395,226
				713,973	559,222
			Total operating expenditure	4,840,137	4,149,651
			Principal payments on long		
			term debt	150,499	35,383
			Interest charges on long term		
			debt	412,432	172,787
			Capital expenditure out of		
			current revenue	68,350	64,114
			Transfers to reserves and		
			reserve funds	60,000	60,000
			Total expenditure	5,531,418	4,481,935
			Excess of Revenue over		
			Expenditure	151,795	120,679
TOTAL	\$5,683,213	\$4,602,614	TOTAL	\$5,683,213	\$4,602,614

Toronto — April 9, 1975
Subject to completion of audit
by the Metropolitan Auditor.

Anthony H. Winfield, F.C.G.A.
Secretary-Treasurer.

Highlights 1974

East York Public Library

Population: 106,110

Library Outlets: Main Library (includes Administration Centre), System Services Building, Four Branches, Four Deposit Libraries

Staff: 32 full-time (14 librarians)

Collections: 192,808 books and bound periodicals; 1,201 films; 7,425 records, tapes and cassettes; 398 art prints; 52 microforms

Circulation 1974: 719,198 Books and periodicals; 7,058 films; 15,227 records, tapes and cassettes; 1,268 art prints

Expenditures 1974: \$800,895.00

PROGRAMMES

The year 1974 was one of celebration in honour of East York's 50th anniversary and many of our programmes and publications were related to this theme. These included Open Houses at the S. Walter Stewart and Leaside branches, a film programme showing East York's changes during the past twenty-five years, art exhibitions by local groups, a children's essay contest, and a slide presentation entitled "East York — Old and New". In addition, the library commissioned more than 300 slides on East York history as the nucleus of a local history collection. Special staff publications included a book-list covering representative titles from 1924-1974 and a history of the East York Public Library.

Besides our regular programmes such as weekly films, art exhibits, displays, puppet shows, pre-school arts and crafts classes, pre-school mothers' discussion groups, and school class visits, there were various events of special interest, including poetry readings, a highly successful Italian Night, a "From China to Canada" series,

which concluded with a very topical lecture on acupuncture, and our first series of continuing education programmes, a course in the art of macramé. There were also demonstrations of other crafts, including batik and origami, as there is growing interest in this area among our patrons.

SERVICES

The crowding at the Main branch was alleviated by the rental of facilities in Thorncliffe Park for our system services, including processing, supplies and overdues. The transfer is to take place early in 1975. Our services to senior citizens were expanded when responsibility for a book deposit for the residents of the Ina Grafton Gage Home was transferred from Toronto Public Library to East York Public Library in September 1974. And through the co-operation of the Metropolitan Toronto Library Board we will be able to offer a Talking Books service to handicapped residents of the borough early in 1975.

COLLECTION

Our collection continues to expand to meet the growing demand for books and non-print materials. During 1974 records were added to the Woodbine Gardens collection, art prints became available for loan at the Thorncliffe branch, and 8mm films were added to the Leaside branch collection. The circulation of all materials increased substantially during the year, reaching an all-time high. This trend should continue, especially for non-print materials, as our record rental charges will be removed starting in 1975.

The Library will continue to try to meet the challenge of serving the increasingly diverse needs of the community during the years to come.

Public Libraries of Metropolitan Toronto

EAST YORK PUBLIC LIBRARY BOARD

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Denis H. Brough

Mayor:

Willis L. Blair

Vice Chairman:

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Mrs. Jean Buller

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Fred J. McNamara

John S. Ridout

Mrs. Pamela Scott

Chief Librarian and Secretary-Treasurer:

Bohus Derer

Etobicoke Public Library

Population: 288,118

Library Outlets: 3 district libraries (main library includes administrative headquarters);

7 community branches; 2 book mobiles

Staff: 164 (60 librarians, 98 clericals and 6 others)

Collections: 583,479 books, 21,027 records and tapes, 4,167 slides, 1,734 films and filmstrips.

Circulation: Books, periodicals and pamphlets: 2,072,733. Audio Visual materials: 144,042.

Expenditures: \$3,132,524.

In September 1974 Etobicoke Public Library inaugurated an Art Rental Service at Albion Library which has been enthusiastically received by the public. This service has the dual aim of introducing borrowers to a variety of original works of art and introducing artists to a variety of potential renters or buyers. In the five months the service has been in operation

more than 60% of the collection has been borrowed.

With the co-operation of the Metro Toronto Library, Talking Books were added to the Shut-In Service at the end of the year and have been most warmly welcomed. A staff survey, completed at the end of the year, will, it is hoped, provide a basis for a further extension of the Shut-In Service in 1975.

As part of the provincially sponsored bilingual project in the Metro Library region an exhibit of books in French was displayed at Richview Library. A puppet show completely in French was performed by members of La Chasse-Galerie for an appreciative audience of children and adults.

Continuing education programmes for adults within the library included: discussion groups, weekly film shows, craft demonstrations and music programmes. Among special programmes were the "Story of Etobicoke" co-sponsored with the Etobicoke Historical Society, Humber College's Family Life lecture series, and the Toronto Community Law School series, "Buying and Selling A Home" and "Landlord and Tenant Law".

In co-operation with Municipal Council and the Board of Education, the Library joined in the publication of "From Furrow to Borough" by Esther Heyes, a history of the Township of Etobicoke from 1850-1967. At the end of the year it had gone into a second printing.

Highlighting Boys and Girls activities was the visit to Richview Library on March 25, by the then Post Master General, the Honourable Andre Guellet. He was present to accept the Post Office Stamp display

created by members of the Richview Junior Stamp Club. The display featured the Canadian issues of 1973, and was exhibited extensively throughout the Metro area and elsewhere by the Post Office, to considerable acclaim.

1974 saw a continued increase in the number of community groups who visited the library. They included groups of children from community centres and day care centres as well as adults learning English. There was also an increase in special classes visiting the libraries—emotionally disturbed children, handicapped, slow learners and others with particular needs.

The library has gone out into the community to take story hours, film and craft programmes into Humber College's Peel-Humber Development Centre, Ontario Housing Centres, Thistletown Regional Centre and local day care centres.

Staff members are active in many community organizations: Etobicoke Historical Society, Kingsway Business Men's Association, Lakeshore Interagency Council, Community Information Directory, and Etobicoke Social Planning Council among others.

"Discover Your Library" was the theme of a series of displays by the library at Douglas Park Public School, John English Community Centre, Albion Mall Shopping Centre and Sherway Gardens. To show the public what their library has to offer, the booth consisted of an audio visual presentation, promotional materials of interest to all ages and bright colourful backdrops.

The library participated in the Etobicoke Day Festival celebrations in June. The bookmobile, decorated with bright orange and blue information signs served as a display area at Centennial Park, where it was

visited by many people from the community.

This community attended 3,480 special events in the libraries, and 271,980 viewed borrowed films. Circulation increased as did in-library services, and at the close of 1974 the library looked forward to celebrating in 1975 the 25th anniversary of its establishment.

ETOBICOKE PUBLIC LIBRARY BOARD

Chairman:

Mrs. A. C. Heakes

Vice-Chairman:

Mrs. L. M. Gordon

J. K. Buckley

G. L. Court

Mayor Dennis Flynn, member
ex-officio

T. H. Goudge

Alderman Lois E. Griffin, Representing
the Mayor

C. C. Reid

Mrs. Carole Schmidt

G. J. Turek

Director of Public Library Service,

Secretary-Treasurer

Miss B. Hardie

Deputy-Director

Miss. M. Whiteman

North York Public Library

Population: 543,662

Library Outlets: Administrative Offices,
Services Building, 15 branches, three book-
mobiles

Staff: 345 (68 librarians)

Collections: 1,009,738 books; 1,561
periodical titles; 845 16mm films; 2,995
cassettes; 39,386 records

Circulation: books 4,355,703; records,
tapes, cassettes and Talking Books 216,639;
films 59,662; projectors and screens
2,486; picture loan 1,332
Expenditures: \$6,337,973.

In 1974 the North York Public Library set out on a path that will lead to profound changes in the operation of library services in the Borough. After several false starts the tremendous power of the computer is now being harnessed to provide better service to our customers. The development of a computerized cataloguing process resulted in the Humber Summit Community Branch being the first in the system to receive a computer printed catalogue. Of even greater importance is the fact that the computer made it possible to put a full catalogue in a community branch, thus providing the community branch customer with the same type of access to books as is given to area branch users.

The second development was the introduction of the New York Times Data Bank service to the Library. This service gives us on-line access to materials indexed by the New York Times and found in almost 70 of the most important English language newspapers and magazines. The speed and comprehensiveness of this information system has provided us with a resource that will give greatly improved reference service. Other such information systems exist or are being developed and as this Library connects to them our capability to respond to demands for information will be greatly expanded.

The development of the Civic Centre plan has brought into focus the need for a larger library to replace the facilities of the

present Gladys Allison Building. For years the need for a Main North York Library has been apparent to the Board and many of our customers. The Civic Centre with its focus on a wealth of civic activities and services is a logical place in which to include a library. The opportunity to plan and work with other civic bodies so that there can be joint planning, complementary services and elimination of duplication is being put to good use by the Board. The planning of a better part of a decade is coming to fruition.

During 1974 several projects planned or begun in the previous year began to take form and in one instance was completed. The Humber Summit Community Centre, a joint project with Parks & Recreation, was completed and is now providing a variety of much needed services to a community in the western part of the Borough that has waited many years for its library. In the eastern part the last area branch, Fairview, is now well under way. It is a building of 67,000 square feet and will provide the residents of Don Valley Village and adjacent areas with the finest in library facilities. This branch should open in the fall of 1975. Pleasant View Community Branch at Brian Drive and VanHorne will be completed in the spring of 1975. At Leslie and Clansman, the Hillcrest Community Branch was let to contract and it too will open in the fall of 1975. The building program of the Library is rapidly coming to a completion.

In the contemporary world we realize more and more that the bricks and mortar of an institution do not provide for the needs of people. It is what goes on inside that counts. A great deal went on inside the fifteen libraries and two bookmobiles

during 1974. During the year, 147,500 people acquired library cards to borrow films, records, books, magazines, pamphlets, etc. No record is kept of those who used the Library without obtaining a card. These citizens borrowed 4,400,000 items in one year and used countless others in the library. In any terms this is a mountain of material. During the year the Library passed one million in the number of books recorded in our holdings. To meet the audio needs of the citizens, over 41,000 records and cassettes were made available. This service has proven to be one of our most popular and will be expanded to include all community branches in 1975. The 16mm service is the most active in the country. Over 700,000 people viewed 47,000 films from this Library. Of great importance was the introduction of a Talking Books program. Through the co-operation of the Toronto Public Libraries we are now able to provide the functionally sightless with recorded books and the equipment upon which they can be reproduced.

As more and more leisure time activities are made available to the community the role of the public library becomes clearly that of an information centre. The demand for reference materials continues to climb each year as young and old seek information for a variety of reasons.

Over the year this Library was consciously reaching out into the community. Our Adult Education & Extension Programme was greatly expanded in 1974. In a multi-cultural community the needs are almost without number. Discussion programmes, lecture series, films, book programmes, series on topical issues and a variety of other types of programmes fulfilled

by the Library's traditional role in the cultural and educational life of the community. With more leisure time, a growing social awareness and a climate which stimulates learning, people are demanding more and more opportunities to learn and question and enrich their lives.

The service to special groups within the community has now become an important part of the work of the Library. The sick, the aged, the housebound and many others are now contacted through our mobile programmes. Books are provided to a large number of individuals and institutions by our Shut-In Service. Films, crafts, music, etc. are provided by our mobile outreach programme. There is still a great deal to be done but a start has been made.

Children are always a part of the Library's program. In 1974, a concerted effort was made to reach out to children whose parents grew up in countries without public libraries. Through stories, films, puppets, crafts and a variety of other activities many children were introduced to the Library as a part of our culture. The need for today's children to know how to get information when they become adults cannot be overstated and there is a great deal to be done in this area.

The Library has made a concerted effort to inform the public of our services. Through radio, newspapers and a variety of publications, the Library has told its story. During the year booklists, film programs, displays, program publications, etc. were produced by the library. To tell the whole community who and what we are is a challenge for 1975. The GOINGS ON DIRECTORY has been one successful way. Others will be devised.

An annual report reflects the positive. The work of a Library is never finished. Our services tend to be used by those with above average education and in certain socio-economic groups. To broaden this base is essential so that we can play our role in the life of the community. Knowledge is essential in today's world. There is a great challenge to the Library in the coming years to provide the information so that people are knowledgeable of their world.

NORTH YORK PUBLIC LIBRARY BOARD:

Chairman:

Mr. Gordon R. McCowan

Members:

Mrs. Virginia Atkins

Alderman Jack Bedder

Mr. Cecil Eustace

Mr. Ronald Hitchcock (retired Sept., 1974)

Mr. Christopher M. Hrushowy

Mrs. Fosca Montagnese

Mr. Douglas Pettem

Mr. A. R. Pile

Mrs. Mae Waese

Chief Librarian and Secretary-Treasurer:

Mr. John E. Dutton

Scarborough Public Library

Population: 365,831

Library Outlets: Administration Centre (includes Technical Services); 12 branches; 2 bookmobiles; 14 deposit libraries and Shut-In Service.

Staff: 180 (34 librarians)

Collections: 553,768 books; 1,718 films, filmstrips, videotapes; 24,147 records, audiotapes and cassettes; 995 framed pictures; and 880 microfilms

Circulation: All materials 2,588,448

Expenditures: \$3,467,561.19.

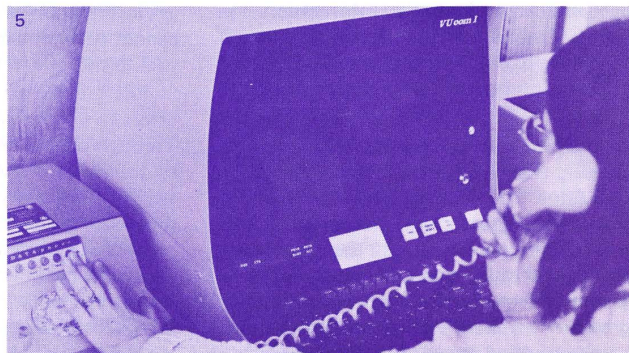
1. Carol Fisher (right) host of Scarborough Public Library's programme "Libraries Are ..." with two guests.
 2. Gwen Gray, Producer/Camerawoman for Scarborough Public Library's programme "Libraries Are ..."
 3. Scarborough Clown Librarian using audio-visual Equipment.



4. Dolly Mulholland, 92, laughs with her friend Margaret Bryan, 75, as Scarborough Public Library's Don Cole deliver one of a new collection of "talking books" on loan through the public libraries of Metropolitan Toronto.



5. North York: New York Times Data Bank, Willowdale Library.



7. The J.C.K.'s musical group from the Church of the Holy Trinity, Guildwood, entertained the hundreds of visitors at the recent official opening of the Guildwood Public Library.



6 & 8. Diverse programmes for children in the past year have included visiting lions and boa constrictors as well as book clubs for avid readers.

9. Boys and Girls at Alderwood Library with staff member Marliese Patrick enjoy an African Lion Safari with a live lion cub.



10. Former Post Master General of Canada, the Honourable Andre Ouellet with members of the Richview Library Junior Stamp Club.

1974 was dominated by two aspects: expansion and intensive staff development. Two branch libraries were opened during the year, Guildwood branch in June and Port Union in December. Active steps were taken towards acquisition of a suitable site for the third district library in the north-west area of the Borough. Planning for the fourth district library was initiated as well.

Several significant staff training programmes were started to ensure that sufficient managerial and supervisory potential are developed to meet our staff expansion needs. The new addition to the administrative team—Personnel Administrator—has strengthened the staff interaction within the system and enabled the management to broaden its development of human resources.

COLLECTION:

The increased budget for library materials in 1974 made it possible to continue to expand our collections. Selection of materials involved all professional staff and some non-librarian specialists. Special effort was made to extend: recordings collection, large print, foreign language and talking books. Special collections of support materials for outside agency programs and library supported book clubs and discussion groups have been established. A new venture—a collection of popular sheet music, housed at Cedarbrae District Library.

COMMUNITY PARTICIPATION:

The creation of avenues through which the community can participate in the shaping of library service was a major focus of 1974. Community Advisory Committees of interested citizens were established prior

to the opening of the two new neighbourhood branches in 1974. Through these very active and enthusiastic groups, the libraries were integrated into their neighbourhoods and services and material influenced. This process is an intensive learning experience with emphasis on the exchange of information between library and community. It is a process which S.P.L. has been encouraging in other areas also although with less formalization—with interest groups, organizations and social agencies.

Social service organizations in Scarborough look to the library for information about community trends, changes and interpretation of the needs of the community. Participation with all other social service organizations was emphasized in 1974. Some examples of results were—a formal leadership role with the Scarborough Agencies Federation, a very popular series of Mental Health Lectures in the spring and fall, a Leadership Training Workshop for Volunteers, creation of a Scarborough Immigrant Services Committee.

Special programmes and events included a Festival of French-Canadian cultural events co-sponsored with La Chasse-Galerie, Heritage Festival, Model Railroading Show and Demystifying Computers. Regular programmes continue to increase in number and variety. S.P.L. sponsored six students in a very successful O.F.Y. project teaching children music. Students of the University of Toronto Faculty of Library Science were under S.P.L. supervision for the Practicum in Community Service course.

CABLE T.V.:

"Libraries Are . . ." a half hour programme for cable television was begun in

January, 1974 and completed a successful year. Information about library services and events was the focus of this programme produced every other week and carried by all 4 cable companies in Scarborough.

SCARBOROUGH PUBLIC LIBRARY BOARD

Chairman:

Mrs. L. C. DeGroot

Members:

Mayor Paul Cosgrove

Mrs. P. Blair

Mr. E. J. Bowles

Mr. E. J. Canning

Mrs. F. Cruickshank

Mrs. M. Karvonen

Mr. J. P. McLoughlin

Mr. J. R. Spilsbury

Director & Secretary-Treasurer:

Mrs. Helen Peterson

Toronto Public Library

Population: 676,363

Library Outlets: Administration Headquarters; Library Service Centre; 24 Branches, plus Learning Resources Centre, Parliament Street House, Spaced-Out Library and Library-on-Wheels; 30 Deposit libraries and a Shut-In Service

Staff: 375 (119 librarians)

Collections: 908,929 books and bound periodicals; 3,059 other periodicals; 3,107 films, videotapes and slides; 11,700 records, discs and audiotapes; 98,675 pictures and prints; 5,554 microforms; and 22,077 vertical files.

Circulation 1974: Books 3,778,924; pictures 10,766; records 60,093; films 27,182

Expenditures 1974: \$5,874,713.

Citizen involvement in the planning of new buildings and capital projects highlighted the year of 1974 in the Toronto Public Library. In April the Board of Trustees began to hold its regular monthly meetings in Branch premises encouraging community groups to make representations. In June, the Board formed an Advisory Group of citizens from the East End of the City which was provided with staff assistance and which met numerous times to consider a District Library in that area as well as alternatives which include more small neighbourhood branches and physical extensions to existing branches. Later in the year the Board held a public meeting at City Hall to receive representations concerning public library services in the City in general. From this meeting a committee of the Board was formed to look into long-range planning and priorities. This committee contains community representation from all areas of the City as well as the Board of Education and the City Council.

A major priority in 1974 in the public service area was the *extension of hours* of service in Palmerston Branch and the opening in August of Annette and Gerrard Branches.

Due to an increase in the *Provincial Grant* to the Toronto Public Library for this year, some of the deferred programme priorities for the Library were implemented, including a renewal and renovation of the Queen's Quay Service Centre, the purchase of easy-to-read books for children and adults, the purchase of 16mm films for Branch distribution and the installation of wheel chair ramps in Branches.

In April, the Library-on-Wheels floated across the Western Gap to begin service to Island residents on Ward Island. Several

stops have been changed throughout the year but the service continues to grow in popularity throughout the City. The unit served as an information post at the federal Harbourfront Park during the month of August and acts as a mobile advertisement for the pleasures of reading and the advantages of a free public library service.

Tenders for the *Northern District Library* were called and construction at Orchardview Boulevard (Yonge and Eglinton) began in May. Expected opening for service to the public is September, 1975. Land around the building has been purchased by the Board to serve as a park for the district. St. Clements Branch will become a children's day care centre in 1976.

At a meeting of Branch Heads in March a recommendation was put forward to use maple leaf stickers on books in order to identify *Canadian materials* in the library system. The Library Board defined those books in Branch stock that would be marked by the red maple leaf stickers as all fiction, poetry and drama by Canadians only and all non-fiction by Canadian authors, and about Canada including about Canadian authors. The identification project continued through the summer.

The value of neighbourhood branches was underlined during the TTC strike in August. Children met and played in branches near their homes, adult circulation seemed to be up considerably in the neighbourhood branches on Saturdays. That extra effort to reach the public library during this difficult time might well pay off in increased usage of library facilities and services.

Community interest in local history was stimulated by many branch programmes

and staff training seminars in this area was organized at Boys & Girls House. The twenty-fifth anniversary of the George H. Locke Branch focussed on local history of the North Toronto area and the first of a series of Local History Handbooks was produced: *North Toronto in Pictures, 1889-1912*. Danforth Branch mounted an exhibit of historical memorabilia of the Danforth aided by local students who interviewed their parents and relatives living in the area. Gerrard Branch noted its fiftieth anniversary with a celebration of the "Good Old Days". Parliament Street, Beaches, and Parkdale Branches all programmed for this area of community interest.

The *Marguerite G. Bagshaw Theatre* celebrated its first anniversary with a Lotte Reiniger Film Festival and Ms. Reiniger was able to attend and explain some of the methods she used in her shadow puppetry. The Theatre's Endowment Fund has increased five-fold since its inception, from the proceeds of a very successful story-telling workshop, an auction and buffet supper, special events held in the Theatre and from many private donations.

The *Gifts and Exchanges* department continued to be a very busy place. In the Spring a special public drive for back issues of various periodicals resulted in a marked increase in acquisitions of this material. The German-Canadian Council for the Arts donated a large number of German paperback books to the Toronto Public Library as well as to Etobicoke, North York and Scarborough, which all have German communities.

Signs in other languages than English were placed in many Branches. Over 4,000 books in various languages were added to

the Toronto Public Library collections. More than 11,000 books in a multiplicity of languages were distributed throughout the system. The Chinese Collection at Riverdale Branch now numbers over 2,600 volumes for both adults and children and is still enjoying a very high circulation.

Native Indian children in Toronto experience other problems than that of language. Programmes were arranged to attract them to Branches of the Library. A collection of books about Indians, their customs, folklore and history was on display during the Indian Festival held at the Education Centre. This collection has been located in *Ahbenoojeyug*, the Native Children's Cultural Centre. A student field study on the "Information Needs of Native Peoples in the City of Toronto" conducted out of the Parliament Street Branch has provided a basis for discussion on this topic.

The Osborne 'Friends' and the Toronto Public Library Board has established a new Foundation and Trust Fund for the *Osborne and Lillian H. Smith Collections*, to provide support of important and valuable acquisitions for the collections beyond the regular capabilities of the Library Board. The twenty-fifth anniversary of the donation of the collection to the Toronto Public Library was celebrated in the fall.

Attendance at branch activities, telephone and desk enquiries, and the circulation of pictures, records and films all increased in 1974. The Board has taken a special interest this year in the materials and services provided to the public and are exploring the policies governing the selection and distribution of materials through the system. At the Annual meeting of the

Board in the City Hall Council Chambers, the Board moved that the Toronto Public Library respond to the recent growth in Canadian writing and in public interest in Canadian books by substantially increasing the availability of Canadian books and materials in the branches of the library system, and by making known to the public this increased availability of Canadian writing.

Publications in 1974 included the 43rd edition of *150 Books of the Last Three Years, Your World: a selected list of current books for Young People, Toronto Waterfront: a resource list, Canadian Art: a multimedia list, Books for Boys and Girls* (1973-74); *This is Your Library* (in English, Italian, Portuguese, Greek, and Spanish); *From Sea to Sea: paperback books for Boys & Girls, The Pre-school Handbook, Newsletters* for the Marguerite G. Bagshaw Theatre, and *T.P.L. News*.

TORONTO PUBLIC LIBRARY BOARD

Chairman:

Mrs. Glenys McMullen

Members:

Mrs. Sherrill Cheda, M.L.S.

James Lorimer, Ph.D.

Donald F. McDonald, Q.C.

J. Sydney Midanik, Q.C.

Mrs. Nell Nakoneszny

Mrs. Elsa Scharbach

Alderman Dorothy Thomas

Alex C. Thompson, Q.C.

Chief Librarian:

Henry C. Campbell, M.A., B.L.S.

Assistant Chief Librarian and Secretary-Treasurer:

Newman F. Mallon, B.A., M.L.S.

York Public Library

Population: 140,016

Library Outlets: Main Library, 4 branches, 1 deposit library and Shut-In Service
Staff: 56 (23 librarians)

Collections: Books and bound periodicals, 274,574; Films and Filmstrips, 376; records and cassettes, 3,876; pictures and prints, 2,707; microforms, 4,762,

Circulation: Books and periodicals, 489,840; films and filmstrips, 3,695; records and cassettes, 20,700

Expenditures: \$936,594.33.

Highlights of 1974

Talking Books is the big news of 1974 at the public library. This service was initiated at the beginning of December with 102 titles on several hundred audio-cassettes provided by the Metro Central Library to the six metro area library boards as a beginning collection, the library board providing the necessary cassette players, staff and various stationery forms. This is a service to readers handicapped visually or otherwise so that they are unable to use printed materials in the usual way. Talking Books may be obtained from our Mobile Library Service for shut-ins or directly from a library; the only proviso is that their application be signed by a doctor, nurse, etc., to state that the person is so handicapped.

The Bookmobile service was discontinued after serving the Borough for 27 years. The Borough had been a pioneer in this field as it had the first bookmobile of its type in Canada.

The new Jane-Dundas Branch has been completed and will open early in 1975. This will be the culmination of the hopes

of many years, for the people of the district.

The circulation of records and cassettes has continued to increase and the staff is delighted with the public's interest.

The regular and special programmes for the children have been very well attended and the building resounds with the laughter and applause of the little people.

The Italian Senior Citizens' gatherings have been increased to twice a week because of the large numbers in attendance.

Another change by the end of the year is the resignation of the chief librarian and for this reason I shall not put forth any future plans but rather leave these in the able hands of *new Chief Librarian Bohuslav Derer*. Mr. Derer has been with the East York Public Library Board for almost ten years as their chief librarian and has been in various metro public libraries for a total of twenty years.

The Borough of York has always appreciated the importance and need for an up-to-date library service and will continue to receive this under the leadership of this experienced, well-qualified administrator who assumed the position on January 2, 1975.

YORK PUBLIC LIBRARY BOARD

Chairman:

Mr. Brock Morley

Members:

Alderman Gayle Christie

Mrs. Patricia Goodfellow

Mr. Peter Montgomerie

Mr. C. D. Cuthbert

Mr. F. R. Rutherford

Mr. M. Subotincic

Mrs. Cecelia Dineen

Mr. Frank Lambert

Chief Librarian and Secretary-Treasurer:

Mr. Bohus Derer

Statistics

Public Libraries of Metropolitan Toronto

1974-3

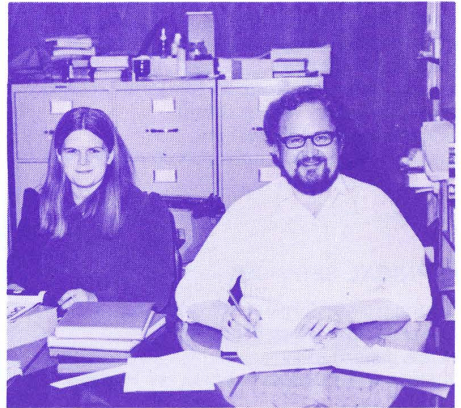
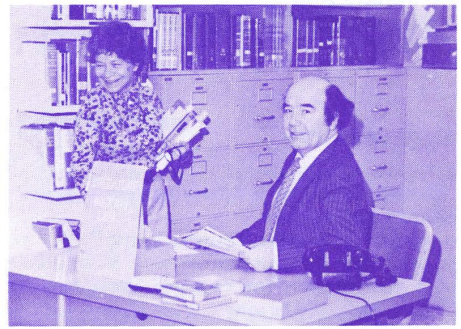
	BOOK STOCK (including bound periodicals)		CIRCULATION+ (print and non-print materials) *		CURRENT EXPENDITURES°		POPULATION
	1974	1973	1974	1973	1974	1973	
East York	192,808	157,550	742,750	715,302	800,895	775,088	106,110
Etobicoke	583,479	559,381	2,239,153	2,251,014	3,132,524	2,738,977	288,118
North York	1,009,738	960,966	4,635,822	4,331,040	6,337,973	5,451,288	543,662
Scarborough	553,768	473,271	2,588,448	2,505,396	3,467,561	2,981,336	365,831
Toronto	908,929	866,375	3,876,965	3,937,367	5,874,713	5,286,800	676,363
York	275,027	269,307	514,235	511,631	932,996	869,962	514,235
Metropolitan Toronto Library Board	829,303	771,233	333,720	348,746	5,531,418	4,481,935	
TOTALS	4,353,052	4,058,083	14,931,093	14,600,496	26,078,080	22,585,386	2,494,319

+These figures do not include reference use of materials in the libraries.

*8mm and 16mm films included.

° Figures included debt charges and capital expenditures paid out of current revenue.

Central Library Staff



Staff Directory

DIRECTOR John T. Parkhill
 SECRETARY-TREASURER Anthony H. Winfield
 ASSOCIATE DIRECTOR Gordon C. Barhydt (to May)
 AUDIO-VISUAL CO-ORDINATOR Laura Murray
 LANGUAGES CO-ORDINATOR Leonard Wertheimer
 PERSONNEL & TRAINING OFFICER Peggy Robb
 PUBLIC RELATIONS & PUBLICITY OFFICER Monika Jensen

Central Library

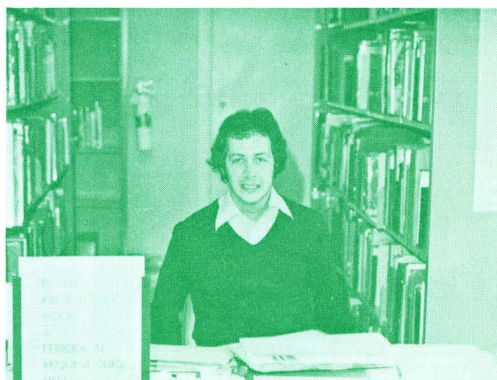
HEAD Margery Allen
 ASSISTANT HEADS Mary McMahon, Alan Suddon

PUBLIC SERVICES

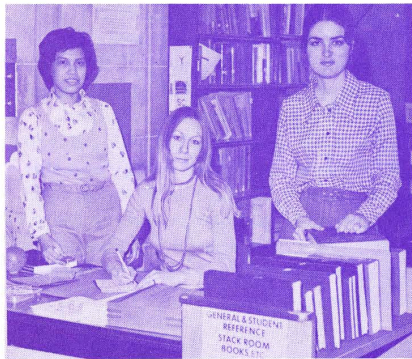
BIBLIOGRAPHIC CENTRE & INTERLOAN Carolyn Ross
 BUSINESS Patricia Dye
 CANADIANA AND MANUSCRIPTS Edith Firth
 FINE ART Alan Suddon
 GENERAL INFORMATION CENTRE Anne Mack
 HISTORY Michael Pearson
 LANGUAGES CENTRE Helena Mott
 LITERATURE Mary McMahon
 MUNICIPAL REFERENCE Margot Hewings
 MUSIC Isabel Clark
 SCIENCE AND TECHNOLOGY Marjorie McLeod
 SOCIAL SCIENCES Abdus Salam
 THEATRE Heather McCallum
 LIBRARY PROJECTS SPECIALIST Joyce Watson

TECHNICAL SERVICES

ACQUISITIONS Margaret Gardner
 CATALOGUING Grace Bulaong
 ORDER Jane Harvey
 TECHNICAL SERVICES SPECIALIST Hudson Standing



Central Library Directory



Departments and Offices

BUILDINGS AND GROUNDS William Ross
BUSINESS OFFICE Bertram Rajaram
CIRCULATION UNIT Catharine Campbell
GIFTS AND EXCHANGES Joan Wright
GRAPHICS Vita Churchill
PHOTOGRAPHIC SERVICES Wallace Bonner
SYSTEMS Bonnie Campbell

Main Building (Central Library)

214 College St., at St. George
Bibliographic Centre
General Information Centre
Languages Centre (920-9566)
Canadiana Manuscripts, 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

229 College Street
Business, Science & Technology, Languages
Co-ordinator, Languages Centre Periodi-
cals Room
Hours: Same as Main Building
Phones: Business, 929-0118; Science &
Technology, 929-0813
Languages Co-ordinator, 924-4557

Audio-Visual Services

559 Avenue Road, at St. Clair
Hours: Mon. to Fri. 9 a.m. to 5 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 Office

10 St. George Street
Hours: Mon. to Fri. 9 a.m. to 5 p.m.
Phone: 924-9511

Regional Headquarters

203 College Street
Hours: Mon. to Fri. 9 a.m. to 5 p.m.
Phone: 924-9511
Director's Office Phone: 924-6170
Building Co-ordinator Phone: 924-6324
Systems Unit Phone: 924-9780

Metropolitan Toronto Library Board

The Metropolitan Toronto Library Board was set up under the Public Libraries Act, 1966 and the Municipality of Metropolitan Toronto Amendment Acts, 1966 and 1972, as a regional library board, composed of: the Chairman of the Metropolitan Council or his representative; two persons appointed by the Metropolitan Council; one person appointed by each of the six area municipalities; one person appointed by the Metropolitan Toronto School Board; and one person appointed by the Metropolitan Toronto Separate School Board. Members of the Board are appointed for a three-year term.

Area Library Boards

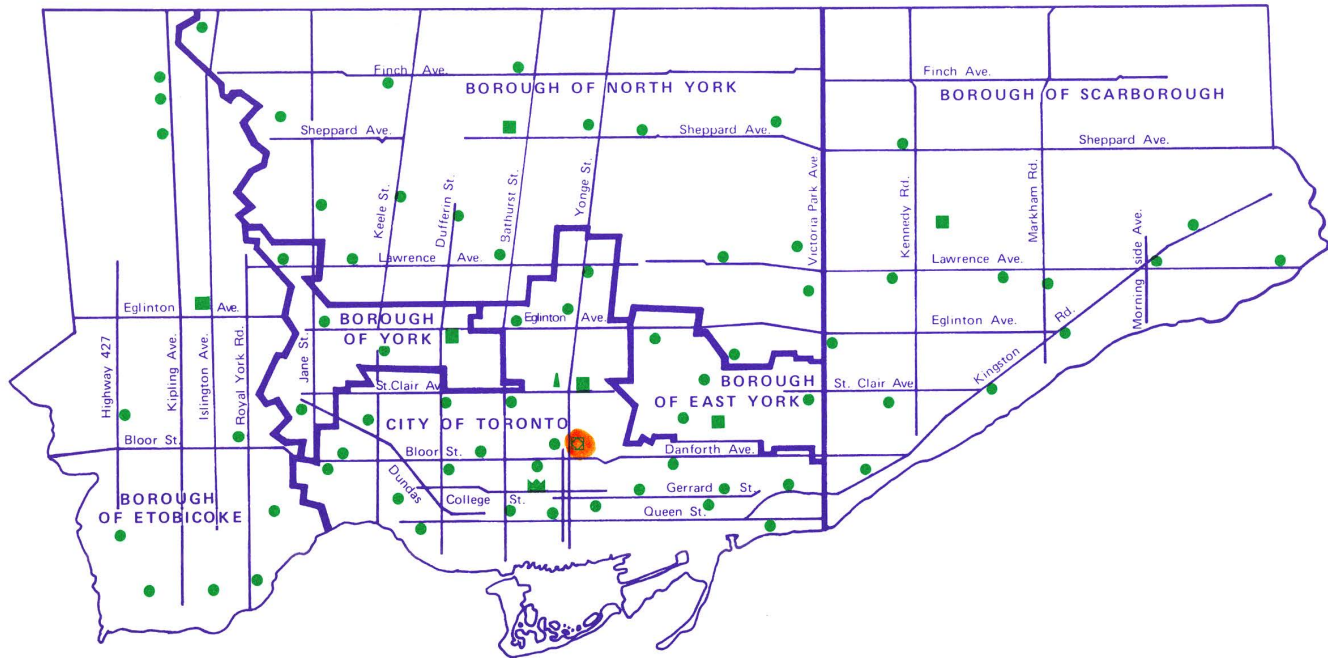
The Borough and City library boards each have nine members, composed of: the Mayor, or his representative; three persons appointed by the area municipality council; three persons appointed by the area Board of Education; and two persons appointed by the Metropolitan Toronto Separate School Board. Members are appointed for a three-year term, with the exception of the appointees of the Separate School Board, who hold office for two years.

Administration and Financing

The area boards and the Metropolitan Board are each responsible to their respective councils, and each submits annually to its council an estimate of funds required for the financing of its total operation. The area boards receive, as do all municipal libraries in Ontario, a per capita grant from the provincial government, and the Metropolitan Toronto Library Board, like the other 13 regional boards in the province, receives a provincial grant based on population and area; this constitutes about 20% of its total revenues.

Library boards in Metropolitan Toronto, as elsewhere in the province, are autonomous, with their own chief librarians or directors, administration, staffs, collections, facilities, programmes, etc. The Metropolitan Toronto Library Board is the only regional board that directly operates its own library; in addition, it shares with the other regional boards a responsibility to encourage co-operation and coordination and to provide backup services throughout its region.

Public Libraries in Metropolitan Toronto



-  Metropolitan Toronto Central Library
-  Metropolitan Toronto Music Library
-  City and Borough Libraries — Administration Centres
-  City and Borough Libraries — Branches
-  New Central Library (under construction)

SIXTH REPORT 1974

Metropolitan Toronto Library Board

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page 2

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Etobicoke Public Library

Publicity & Public Relations Department

page 25, nos. 9 & 10

North York Public Library

Publicity & Public Relations Department

page 24, no. 5

page 25, nos. 6 & 8

Scarborough Public Library

Publicity & Public Relations Department

page 24, nos. 1, 2, 3 & 4

page 25, no. 7

Wallace Bonner, Metropolitan Toronto

Central Library photographer —

all other pictures

