METROPOLITAN TORONTO REFERENCE LIBRARY 1997 ANNUAL REPORT

3 REFLECTIONS

Change characterizes another year at the Reference Library

BARN SWALLOW

Based on a composition probably painted in New Jersey, June 1832.

5 HIGHLIGHTS

New resources, events, fundraising initiatives, partnerships & friends

AMERICAN MAGPIE

Based on a composition drawn in England in 1835. This species, only found in Western North America, is identical to the magpie found throughout Europe.

9 FOUNDATION

A letter introducing the Metropolitan Toronto Reference Library Foundation from Chair Richard Boxer

GREAT ESQUIMAUX CURLEW

Based on a composition painted in Louisiana in 1821.

10 STATISTICS

Library materials and usage in 1997

FORK-TAILED FLYCATCHER

The bird portrayed was captured by Audubon in New Jersey in June 1832. It is a South American species occasionally driven northwards by tropical storms.

11 AUDITOR'S REPORT

The financial statements for 1997

BAND-TAILED PIGEON

Based on a composition probably painted in the winter of 1836-37. The accompanying text in Audubon's *Ornithological Biography* contains the first recorded description of the western dog wood. He named it *Cornus nuttali* after its discoverer, Thomas Nuttall.

16 DONORS

A list of our donors

RUSTY GRAKLE

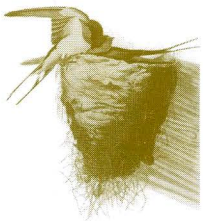
The bird in the centre is based on a study painted November 1820, while Audubon journeyed by flat boat from Cincinnati to Natchez.

18 PEOPLE

The Library Board, Administration, Department Managers & Team Leaders

CAROLINA TURTLE DOVE

Probably painted in 1825 in Louisiana. Audubon explained…"I have placed them on a branch of Stuartia…emblematic of purity and chastity."



REFLECTIONS

FOR THE METROPOLITAN TORONTO REFERENCE Library, 1997 marked the end of an era. As the year came to a close, so did 30 years of operation as an independent library. On April 21, 1997, the provincial legislature passed *The City of Toronto Act* (Bill 103) which merged the services and operations of six former municipalities. Under the terms of that legislation, on January 1, 1998, the newly named Toronto Reference Library was amalgamated with the six other library systems in the city to become part of the new Toronto Public Library.

Throughout the year, the pending amalgamation dominated almost every library activity as we tried to determine the most effective way to deliver library services to the city's 2.3 million residents. Staff examined feasible options for every aspect of library service. Findings and recommendations were passed on to the Toronto Transition Team; and, based on these, the Team made their recommendations to the new City Council. It was to be the Council who would make the final decisions about library service in the new city.

The work of the staff teams involved in planning this enormous undertaking was far-reaching, difficult and demanding. The goal was to produce a seamless web of library service — uniform throughout the new city — and, at the same time, providing a reference service which continued to deliver the standard of assistance users expected. While the goal was certain, there were many unknown factors to be considered in the planning process. The budget was not in place; the Chief Executive Officer had not been selected; and the legislation dealing with the permanent Library Board for this new Toronto Public Library system had not been passed by the Council. However, the interim Library Board (consisting of the Board Chairs from the former six library systems and the Reference Library) was in place. And the seven former CEOs worked tirelessly to advise throughout this process.

While management dedicated much of its time to amalgamation issues, we still had to attend to the day-to-day operations of the Metropolitan Toronto Reference Library. Staff continued to deliver the quality of service on which the library's reputation for excellence has been built over the years. But we were innovative, too, with new initiatives, enhanced services and special events.

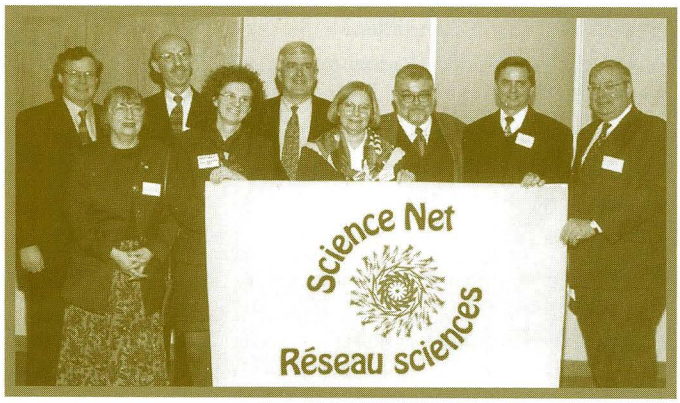
The most enterprising of our new initiatives took place in April — the incorporation of the Metropolitan Toronto Reference Library Foundation. Under the direction and determination of Chair Richard Boxer and the library's Development Officer, Jennifer Blunt, a year of planning and research culminated in the birth of the Foundation.

And, in 1997, the Foundation formed two very successful and major partnerships — one with Canada Trust and one with Atomic Energy of

Richard Boxer, (left) Library Foundation Chair, and Maureen Rudzik, Library Board Chair, receive a cheque for $1.2 million from T. Christian Armstrong, Canada Trust Executive Vice-President Marketing.

Canada Limited. Both of these partners provide substantial support for the library; both represent a significant future for the library.

First, Canada Trust gave $1.2 million specifically to ensure that our valuable Audubon Collection remains in the library's possession as part of Toronto's heritage. Canada Trust is also underwriting a touring exhibition of 100 of Audubon's famous prints to 10 major Canadian cities, starting in the fall of 1998. In announcing the gift, T. Christian Armstrong, Canada Trust Executive Vice-President Marketing, said, "This exhibition provides Canadians across the country access to this historic and artistic treasure."



***Science Net* supporters and innovators: (l to r) Richard Boxer, MTRL Foundation; Dr. Maureen Rudzik, TPL Board; Syd Jones, Reference Library; Kathy Scardellato, Systems Development; Olav Vanderzon, Facilities Technology; Frances Schwenger, CEO, Reference Library; Wayne Daniels, co-creator of *Expanding Universe;* Bill Coombs, Hastings & Prince Edward District School Board; Reid Morden, President and CEO, AECL**

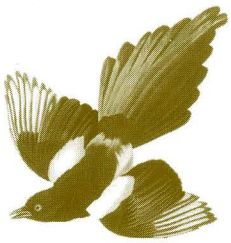
Second, together with Atomic Energy of Canada Ltd., the Reference Library will launch *Science Net* in 1998. This is a new Internet-based resource of authoritative scientific and technological information for secondary school students; it will be a means of enhancing the established school science curricula. In creating this new resource, the library is building on its own staff expertise in delivering electronic information. Already in use are WorldVue and *Expanding Universe* (both developed in 1996), as well as *Bob's Your Uncle, eh!* and *Archindont* (both developed in 1997). Such creativity in the face of economic stringencies is to be applauded. By joining forces with AECL, the Reference Library further secures its position as a national leader in providing access to electronic information.

And in celebrating the work of the Foundation, we cannot overlook the generosity of our users. Many individuals joined our membership drive, donated money to rebuild our collections, supported our booksale, and gave from their own collections. One Centennial College student organized a fashion show and raised $520 for the library. Private donations in 1997 included photographs and related ephemera from the Robert Simpson's flagship store located at Yonge and Queen Streets, and a historical newspaper clippings collection documenting Toronto's large Maltese community. There was also a significant donation from a visiting Chinese cultural delegation of 122 beautiful books in Chinese to enhance our foreign languages collection.

In 1998 the Metropolitan Toronto Reference Library enters a new era. It is at the same time both a sobering and an exciting prospect. We are now part of the largest public library system on the North American continent — and as the biggest we are committed to being the best.

Dr. Maureen Rudzik
Chair

Frances Schwenger
Chief Executive Officer



HIGHLIGHTS

WITH THE PASSAGE OF BILL 103, *THE CITY OF Toronto Act,* on April 21, 1997, staff efforts during the remaining eight months of the year focused on planning the amalgamation of the Reference Library with the six other public library systems in Toronto. Teams were assembled (with representation from each library system as appropriate) to examine various aspects of library operations across the city, including service delivery; marketing, communications and development; facilities; finance; information technology; and technical services.

As the year progressed, more and more staff became involved in this planning process. Looking into the finer details of library service necessitated sub-teams and sub-sub-teams. By December approximately 30 Reference Library staff were directly involved on teams, with many more providing input.

While amalgamation activities took up the most time in 1997, staff were still able to direct their efforts to enhancing services, hosting special events and launching new initiatives. Much effort was also channelled into fundraising. The incorporation of the new Metropolitan Toronto Reference Library Foundation on April 22, 1997, broadened these activities even further. Read on for some of our highlights from 1997.

OLITA AWARD FOR WORLDVUE

The Ontario Library and Information Technology Association recognized the Reference Library's enhanced information system, WorldVue, as the best example of an innovative technology benefitting the library user. Director of Library Operations Syd Jones was pleased to accept this award on the library's behalf and commented that it not only recognized WorldVue, "but also the work of dozens and dozens of staff who contributed to its success."

WORLDVUE GOES OFF-SITE

Since the launch of WorldVue in January 1996, libraries across Toronto had expressed a desire for WorldVue workstations in their branches. In February, WorldVue was installed as a pilot project at the S. Walter Stewart branch of the East York Public Library. Six weeks into the project the verdict came in — WorldVue was a hit.

What makes WorldVue so popular? "It's not just the Internet access that libraries like," says Olav Vanderzon, manager Facilities Technology. "What makes WorldVue such an important research tool is all of the intellectual work and organization that goes into it. Our staff are constantly evaluating and suggesting Internet sites for inclusion on the WorldVue menus."

The Ontario Library and Information Technology Association recognized the Reference Library's enhanced information system, WorldVue, as the best example of an innovative technology benefitting the library user.

Hot on the heels of East York was the Toronto Public Library with a pilot project in their Lillian H. Smith branch. And the word about WorldVue did not stop there. "We received inquiries from city and town libraries across Ontario about the possibilities of mounting WorldVue in their branches," said library CEO Frances Schwenger.

The information system of the Metropolitan Toronto Reference Library
Library Catalogues • Articles & Indexes • Internet Resources • Library Information
WORLDVUE +PLUS

VIDEO COLLECTION CIRCULATES FOR THE FIRST TIME

In March, the library's extensive collection of 11,000 videos was made available to users for home use. Unlike local public libraries who build their collections around popular works and children's videos, this collection is known for its educational and instructional content. Seventy-five per cent of the titles in the collection are unique to the Reference Library.

In a survey of video users, one described the collection as "...the best collection of videos I have ever used. I have used collections in Canada, Great Britain and the United States.... this collection, with its emphasis on educational films, is the best."

NEW RESOURCES ON LIBRARY WEB SITE

Genealogists were treated to an exciting new research tool with the introduction of *Bob's Your Uncle, eh!* on the Reference Library web page during the summer. This specialized search engine connects users to Canadian genealogical web sites and other sites of interest to Canadian genealogists. Shortly after its launch, rave reviews came in about *Bob's Your Uncle, eh!* One user in Western Canada said, "Well, I am very impressed! You definitely have one of the best engines anywhere in genealogy — and I am very proud that it is Canadian."

Bob's Your Uncle, eh!
Genealogy search engine

Archindont
Ontario architecture web site resource

In 1997, the library began automating its popular *Archindont (Architectural Index of Ontario)* index to periodicals and selected books relating to architecture in Ontario. The first phase of this project was mounted on the library's web site in the fall, to expand access (via computer) to the many unique in-house resources at the Reference Library. *Archindont* is an invaluable resource for students, architects, renovators, planners, book researchers and architectural historians. In total, there are over 41,000 index cards in *Archindont.* It will take considerable time for the entire index to be automated, but what has been completed to date has been praised by those who have accessed it.

Bob's Your Uncle, eh! and *Archindont* can be accessed through the library's web page at www.mtrl.toronto.on.ca .

AUTHORS SERIES '97

The library's Main Reference Centre initiated a literary reading series, entitled *Authors Series '97.* These evenings highlighted the talents of over 45 novice and veteran Canadian authors and poets, including: Barry Callaghan, Austin Clarke, Matt Cohen (also the library's Fredelle Maynard Writer-in-Residence in 1997), John Robert Colombo, Anne Dandurand, Claire Dé, David Donnell, Howard Engel, John Fraser, Alison Gordon, Katherine Govier, Elisabeth Harvor, Steven Heighton, Daniel David Moses, Susan Musgrave, Monique Proulx, Cordelia Strube, Rhea Tregebov and Death Waits. At a special evening in April, *Authors Series '97* also welcomed The Peter Appleyard Quartet and noted Canadian contemporary artist William Ronald (who passed away in January '98).

AND WITH THE HIGHS, THERE CAME THE LOWS...

Once again in 1997, a funding reduction of 4.6 per cent to the library's operating budget translated into more cuts to library services. Approximately half of this budget cut was absorbed by closing the Reference Library for 11 days, with the savings coming from staff salaries. "It was unprecedented for this library to close for a period of time to meet its budget target," said CEO Frances Schwenger. "The decision came down to cutting more services and staff or closing for 11 days — the temporary closure was the lesser of two evils." Though the closures were during two periods of fairly low use (the end of August and over the Christmas/New Year's holidays), it still meant that "3000 to 5000 users were deprived of the information resources they needed every day the Metro Reference Library was closed," said Schwenger.

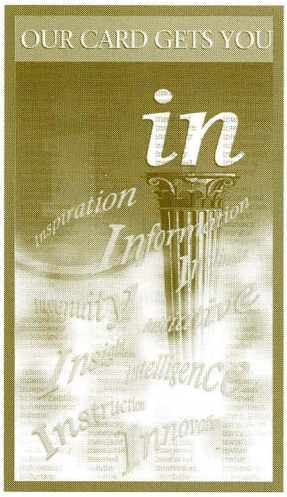
The budget pressures of 1997, coupled with the impact of 37 staff layoffs in December 1996, forced the library once again to streamline and reorganize its resources and services. Unlike the massive reorganization in January 1996, the changes imposed in 1997 were on a much smaller scale.

Most of the changes involved shifting materials within various centres to balance service where staff reductions had occurred. The only collections to move to different floors were the current telephone and city directories, government information and consumer law. The Media Centre on the first floor was closed, with the videos moving to a new home on the second floor in the Main Reference Centre. The only other service to be cut was the City Directory Phone Line.

FUNDRAISING AIMED AT ALLEVIATING BUDGET PRESSURES...

Back in 1996, the library laid the groundwork for an aggressive fundraising programme. With the hiring of a Development Officer, a membership campaign was started, investigations into the establishment of a Library Foundation began, the library's first booksale was held, and plans were formulated for a collections-focused fundraising campaign.

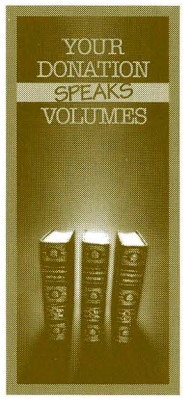
These initiatives, and many, many more continued into 1997 — with much success. Here is a summary of the fundraising activities that occurred at the Metropolitan Toronto Reference Library during the past year.



MEMBERSHIP CAMPAIGN

Library users made a difference at the Metro Reference Library in 1997, one member at a time. The voluntary membership campaign *Our Card Gets You In,* launched at the end of November 1996, raised more than $18,000 in support of library collections and programmes. "It can be difficult to get a programme like this off the ground," explained Library Board Chair Dr. Maureen Rudzik. "It was wonderful to see the response from users. It illustrated just how much our users value their library."

COLLECTIONS-FOCUSED CAMPAIGN



Launched in the spring of 1997, the *Your Donation Speaks Volumes* campaign was the library's response to the continued erosion of its collection purchasing budget. Since 1992, the Reference Library has cancelled over 1,400 magazine and newspaper subscriptions and reduced annual book purchases by over 11,000 items. "Having the information resources other public libraries don't have is what makes the Reference Library unique," says CEO Frances Schwenger. "The *Donations Speak Volumes* campaign asked users to help the library regain the purchasing power it had lost over the past few years."

FOUNDATION INCORPORATED

On April 22, 1997, the Metropolitan Toronto Reference Library Foundation was incorporated. This new body was established to work co-operatively with the library to achieve a level of excellence in public service that would otherwise not be possible.

In working to preserve a world class public reference library, the Foundation set goals to meet the library's short-term and long-term needs. The short range goals include helping the library rebuild its collections and retain its reputation as a leader in the delivery of electronic information services. The long range goal of the Foundation is to build an endowment fund to enhance the library's collections and technology requirements in perpetuity.

METROPOLITAN TORONTO REFERENCE LIBRARY
FOUNDATION

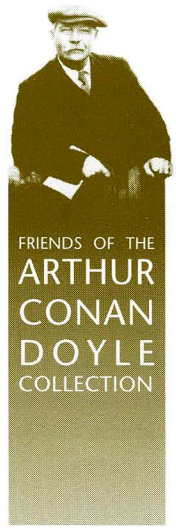
"In these times of municipal funding cuts, it is very important for the library to develop alternate sources of funding," says Foundation Chair Richard Boxer. "We want to stay in the forefront of reference services in Canada, and I feel the best way to approach this is through the establishment of a Foundation."

(See letter from Chair Richard Boxer on page 9 for more details about the Foundation.)

GIFT FROM CANADA TRUST

Just three short months after incorporation, the Library Foundation secured a landmark gift of $1.2 million from Canada Trust, the largest donation ever received by the Reference Library. The donation ensured that the library's priceless Audubon Collection remained in its possession. "Canada Trust's generous gift was most gratefully received by the Foundation," said Richard Boxer, Foundation Chair, at the official announcement of the gift on July 23. "This action saved these rare Audubon prints from the auction block and the very distinct possibility of their leaving Canada."

In appreciation of this major gift, the library permanently named the collection the *Canada Trust Audubon Collection* and renamed the exhibits gallery on the first floor the *Canada Trust Gallery.* As part of the gift, Canada Trust agreed to underwrite a national tour of an Audubon exhibition entitled *Audubon's Wilderness Palette: The Birds of Canada.* The exhibit, which goes on tour in the fall of 1998, highlights 100 birds found in Canada and illustrated by Audubon on his extensive travels on the continent in the early 1800s.



ESTABLISHING A FRIENDS GROUP

There is a significant number of devoted followers of Sir

Arthur Conan Doyle and his most famous literary character Sherlock Holmes. These people are regular visitors to the library's world-renowned Arthur Conan Doyle Collection on the fifth floor, and strong supporters of any event promoting this collection.

In 1997, the library mounted a special exhibition, *Images of Sherlock Holmes,* to coincide with the *Lasting Impressions* conference in Toronto in June. The conference attracted Sherlockians from Australia, Denmark, Great Britain, Japan, the United States and from across Canada. From this came the idea for a Friends of the Arthur Conan Doyle Collection. It is expected that the group will be up and running in early 1998, working closely with the Library Foundation to expand support for this well-known and well-respected collection.

MAMMOTH SUCCESS AT BOOKSALE

The library's second annual booksale was an overwhelming success, raising over $15,000. "Knowing we had fewer books than last year, we set a goal of $10,000 for the sale," said co-organizer Fiona Smith. "Raising $15,000 made us feel really good about all the work that went into it."

The success of the sale was due mainly to the generosity of library users and staff who donated approximately 80 per cent of the items in the sale — and then came back to shop to refill their bookshelves.

It was a full house on April 25, for Author's Series '97's salute to *Exile* magazine and its publisher, Barry Callaghan. The Peter Appleyard Quartet had toes tapping between readings from some 20 authors, and abstract expressionist William Ronald completed a painting during the evening—which he then generously donated to the library.

VOLUNTEERS PITCHING IN

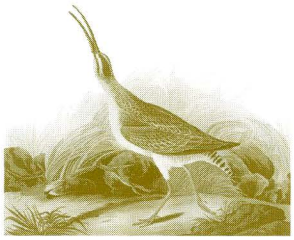
In the last three months of 1997, volunteers gave over 200 hours of their time to support the library's fundraising initiatives. They helped get the word out about the membership programme and the *Donations Speak Volumes* campaign. They packaged special mailings to donors, maintained the library's fundraising database and helped out at special events including donor evenings and the booksale. The library sincerely thanks these dedicated volunteers. Without their assistance our fundraising operations would not be so successful.

... AND THE YEAR ENDED WITH ANOTHER SUCCESS FOR THE LIBRARY FOUNDATION

The Reference Library, the Foundation and Atomic Energy of Canada, Ltd. (AECL) joined forces to launch *Science Net* — a Canadian web site dedicated to authoritative science information on the Internet.

AECL provided $350,000 to the library to design, develop and maintain the web site, which will give educators, students and the general public easy and thorough access to Internet resources in specific areas of pure and applied science. The first in a series of *Science Net* subject-specific "gateways" will be ready in the fall of 1998, with subsequent gateways coming on stream every three months.

"As a corporation that requires a highly skilled workforce, AECL strongly supports initiatives that enhance science literacy among youth and assist in developing students who are better prepared for the modern workplace," says AECL President and CEO Reid Morden.



FOUNDATION

AS SOMEONE WHO VALUES AND APPRECIATES the important role a public reference library plays in the lives and work of students, journalists, researchers, writers, artists and entrepreneurs in our community, it has been difficult to watch the gradual erosion of the excellence the Metro Reference Library has worked to achieve over its 114-year history.

The Metropolitan Toronto Reference Library is internationally recognized as a preeminent research and reference facility. The library has been studied and used as a model by many different library systems, including those from Australia, Scandinavia, Mexico and the Unites States. It has been recognized as one of the top 50 libraries in the world, and holds a special place with such prestigious public institutions as the Smithsonian Institute in Washington, D.C.

As a member of the Board of Directors for the Reference Library for five years, I watched as the library underwent two major reorganizations and a total budget reduction of over 25 per cent. I was at the table when the Board imposed layoffs and reduced hours, and when we contemplated the drastic measure of selling the library's treasured Audubon Collection.

It was in this environment that members of the Board brought forth the idea of establishing a Library Foundation.

The aim of the Foundation is to work co-operatively with the library to achieve a level of excellence in public service that would otherwise not be possible. We have chosen to focus our efforts on enhancing the Reference Library's collections, technology and programmes. We will not only attempt to secure partnerships for the library to support specific projects, but also build an endowment fund to meet the library's needs in these areas in perpetuity.

The first eight months for the Foundation were quite busy ones. As new members joined the Foundation Board, our momentum built and the scope of our activities expanded. These activities are outlined in the highlights section of this report and include two significant partnerships that we established in 1997 with Canada Trust and Atomic Energy of Canada. We are very excited about these partnerships and what they represent for the future of the Metropolitan Toronto Reference Library and the Foundation.

If you would like to find out more about the Foundation and its activities, or if you would like to be added to our mailing list, please contact the library's Development Office at (416) 393-7141.

Richard Boxer
Chair

The Metropolitan Toronto Reference Library Foundation Board members: (standing from left) Maureen Rudzik, Mary Chung, Rosa Chan, Frances Schwenger, (seated from left) Richard Boxer, William Pitcher, Janet McKelvey, Gerald McGoey, (inset left) Hy Isenbaum, (inset right) Elizabeth Walker

STATISTICS

COLLECTIONS	1997
Books	1,558,862
Bound Periodicals	223,691
TOTAL	1,782,553
Other Material	
Broadsides, posters, programs	105,150
Films & videos	17,062
Maps and plans	74,206
Microfiche and microcards	1,357,181
Microfilms	70,039
Bound Newspapers	5,266
Pictures-reference	348,346
Pictures-circulating	964,964
Records, tapes & cassettes	62,779
Talking book titles	42,434
Current data files	48,307
TOTAL	3,095,734
Manuscripts	463,12m

USAGE	1997
Questions	
Desk questions	922,263
Phone questions	194,155
TOTAL	1,116,418
Materials	
Books	1,490,502
Serials	665,912
Non-Book	342,368
Audio Visual	88,595
Microforms	583,882
TOTAL USE OF MATERIALS	3,171,259
Other Services	
Circulation	170,383
Retrievals	541,125
Photocopies	2,749,149
Dial-in by modem	19,423
VISITORS	1,120,308

AUDITOR'S REPORT

To the Members of the
Toronto Public Library Board

I have audited the balance sheet of the Metropolitan Toronto Library Board as at December 31, 1997 and the statements of operations and changes in financial position for the year then ended. These financial statements are the responsibility of the Board's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 1997 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles for Ontario municipalities.

Acting Metropolitan Auditor
Toronto, Ontario
February 26, 1998

BALANCE SHEET DECEMBER 31, 1997

	1997	1996
		(in thousands)
ASSETS		
CURRENT ASSETS		
Cash and short-term investments (note 2)	**$ 254**	$ 913
Accounts receivable		
The Municipality of Metropolitan Toronto	**528**	689
Other	**480**	96
Prepaid expenses	**597**	533
	1,859	2,231
CAPITAL OUTLAY FINANCED BY LONG-TERM LIABILITIES AND TO BE RECOVERED IN FUTURE YEARS	**3,772**	4,537
	$ 5,631	$ 6,768

LIABILITIES AND UNEXPENDED GRANTS

CURRENT LIABILITIES		
Accounts payable and accrued liabilities	**$ 1,729**	$ 1,617
Unexpended grants (note 3)	**130**	614
	1,859	2,231
NET LONG-TERM LIABILITIES FINANCED BY THE MUNICIPALITY (note 4)	**3,772**	4,537
	$ 5,631	$ 6,768

STATEMENT OF OPERATIONS YEAR ENDED DECEMBER 31, 1997

	1997	1996
		(in thousands)
EXPENDITURE		
Salaries and benefits	**$17,822**	$15,141
Library materials	**2,364**	1,932
Services and rents	**2,175**	2,436
Supplies, utilities and equipment	**1,204**	1,260
Charges for net long-term liabilities (note 5)	**1,173**	1,246
Special projects (note 3)	**348**	2,123
	25,086	24,138
REVENUE		
Province of Ontario grant	**1,523**	1,821
Other income	**1,263**	1,232
Special projects (note 3)	**348**	2,123
	3,134	5,176
NET OPERATING COST	**$21,952**	$18,962
FUNDED BY		
Contributions by The Municipality of Metropolitan Toronto	**$21,952**	$18,962

STATEMENT OF CHANGES IN FINANCIAL POSITION YEAR ENDED DECEMBER 31, 1997

	1997	1996
		(in thousands)
CASH AND SHORT-TERM INVESTMENTS (USED IN) PROVIDED BY OPERATIONS		
Net operating cost	**$(21,952)**	$(18,962)
Increase (decrease) resulting from changes in:		
Accounts receivable		
The Municipality of Metropolitan Toronto	**161**	1,404
Other	**(384)**	54
Prepaid expenses	**(64)**	66
Accounts payable and accrued liabilities	**112**	(1,590)
Unexpended grants	**(70)**	(659)
CASH AND SHORT-TERM INVESTMENTS (USED IN) OPERATIONS	**(22,197)**	(19,687)
CASH USED TO ACQUIRE CAPITAL ASSETS	-	(94)
	(22,197)	(19,781)
CASH RECEIVED FROM FINANCING ACTIVITIES		
The Municipality of Metropolitan Toronto	**21,952**	18,962
Transfer to Alpha Ontario (note 3)	**(414)**	-
Grant for Alpha Ontario	-	94
	21,538	19,056
DECREASE IN CASH AND SHORT-TERM INVESTMENTS	**659**	725
CASH AND SHORT-TERM INVESTMENTS, BEGINNING OF YEAR	**913**	1,639
CASH AND SHORT-TERM INVESTMENTS, END OF YEAR	**$ 254**	$ 913

NOTES TO FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 1997

1. ACCOUNTING POLICIES

The financial statements of the Metropolitan Toronto Library Board are the representation of management prepared in accordance with the accounting principles prescribed for Ontario municipalities by the Ministry of Municipal Affairs and Housing.

(a) Revenue and Expenditure Recognition

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Management's Estimates and Assumptions

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of revenue, expenses, assets, liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Actual results could differ from those estimates.

(c) Charges for Net Long-Term Liabilities

Sources of financing and expenditures are reported on the accrual basis of accounting with the exception of principal charges on long-term liabilities which are charged against operations in the periods in which they are paid.

(d) Fixed Assets

The historical cost and accumulated depreciation for fixed assets are not recorded for municipal purposes. Fixed assets are reported as an expenditure in the year of acquisition.

(e) Liabilities Payable in Foreign Currencies

Liabilities payable in foreign currencies have been translated into Canadian funds at the exchange rate prevailing at the end of the year.

(f) Employee Related Costs

(i) Employee related costs for vested sick leave benefits are only partially provided for in these financial statements.

(ii) Employee related costs for vacation pay is expensed when the vacation is taken and the entitlement is paid. No provision has been made for the accrued vacation pay liability.

(g) Prepaid Expenses

Renewal subscriptions are recorded as follows:

Renewal Date	
January 1 to April 30	Expensed
May 1 to August 31	50 percent expensed 50 percent prepaid
September 1 to December 31	Prepaid

2. CASH AND SHORT-TERM INVESTMENTS

Cash and short-term investments includes $130,000 (1996 - $614,000) which represents unexpended grants and is not available for the operating costs of the Library Board.

3. UNEXPENDED GRANTS

(a) Unexpended grants consist primarily of funds received from the Provincial government and donations relating to various special projects administered by the Metropolitan Toronto Library Board less expenditures incurred.

Special project transactions and the unexpected grant balances are as follows:

	1997	1996
		(in thousands)
Opening balance	**$ 614**	$ 1,273
Grants and donations	**278**	1,558
	892	2,831
Transfer to Alpha Ontario	**414**	-
Expenditure		
Current	**348**	2,123
Capital	**-**	94
	762	2,217
Closing balance	**$ 130**	$ 614

(b) During the year, the Board transferred the unexpended grant balance of $414,000 to Alpha Ontario which began operation as a separate corporate entity.

4. NET LONG-TERM LIABILITIES FINANCED BY THE MUNICIPALITY

(a) The Municipality of Metropolitan Toronto issues sinking fund or serial debentures for library capital purposes as required. The balance of net long-term liabilities reported on the Balance Sheet is made up of the following:

	1997	1996
		(in thousands)
Long-term liabilities incurred by The Municipality on behalf of the Board	**$ 6,095**	$ 6,254
Value of sinking funds which have been accumulated to the end of the year to retire the outstanding long-term liabilities	**(2,323)**	(1,717)
Net long term liabilities	**$ 3,772**	$ 4,537

(b)Future net long-term liabilities payments are as follows:

	(in thousands)
1998	$ 445
1999	445
2000	426
2001	426
2002	332
Thereafter	533
	$ 2,607

The difference between the total payments indicated above of $2,607,000 and the total of net long-term liabilities reported in (a) of this note of $3,772,000 represents anticipated future earnings of the sinking funds.

5. CHARGES FOR NET LONG-TERM LIABILITIES

Total charges for the year for net long-term liabilities as reported on the Statement of Current Operations are as follows:

	1997	1996
	(in thousands)	
Principal payments, including contributions to sinking funds	**$ 601**	$ 624
Interest	**572**	622
	$1,173	$1,246

6. LIABILITY FOR VESTED SICK LEAVE BENEFITS

Under the sick leave benefit plan, unused sick leave can accumulate and employees may become entitled to a cash payment when they leave the Board's employment. The liability for these accumulated days, to the extent that they have vested and could be taken in cash by an employee on terminating, amounted to approximately $1,927,000 (1996 - $1,604,000) at the end of the year.

In order to provide for this past service liability, the Board participates in a reserve fund established by The Municipality of Metropolitan Toronto. Contributions to this reserve fund together with related contributions by The Municipality are based on amounts deemed to be sufficient to provide for anticipated payments. Contributions to the reserve fund by the Board amounted to $42,000 (1996 - $42,000).

7. VACATION PAY LIABILITY

The total amount of vacation pay liability for employees of the Metropolitan Toronto Library Board is estimated to be $590,000 (1996 - $546,000). No provision has been made in the financial statements for this liability.

8. CONTRACTUAL OBLIGATIONS

The Board is committed under operating leases and contracts for maintenance, service and rent as follows:

	(in thousands)
1998	$ 435
1999	123
2000	10
2001	10
2002	10
	$ 588

9. PENSION AGREEMENT

The Board contributes to the Ontario Municipal Employees Retirement Fund (OMERS), a multi-employer plan, on behalf of the employees. The plan is a defined benefit plan and specifies the amount of the retirement benefit to be received by the employees based on length of service and final average earnings.

The amount contributed to OMERS for current service in 1997 was $715,000 (1996 - $770,000) and is included as an expenditure on the Statement of Current Operations.

The latest actuarial valuation, conducted at December 31, 1996, indicates the current member and employer contribution rates appear sufficient to fund future benefits.

10. SUBSEQUENT EVENT

On January 1, 1998 the Provincial City of Toronto Act, 1997 dissolved the municipalities of East York, Etobicoke, Metropolitan Toronto, North York, Scarborough, Toronto and York and provided for their amalgamation into a new municipality known as the City of Toronto as of that date. All assets and liabilities of the dissolved municipalities as at December 31, 1997 are vested in and become the assets and liabilities of the new City of Toronto on January 1, 1998.

The legislation also dissolved the Metropolitan Toronto Library Board and all other library boards of the former municipalities on January 1, 1998. All assets and liabilities of the dissolved boards as at December 31, 1997 are vested in and become the assets and liabilities of the new board known as the Toronto Public Library Board on January 1, 1998.

DONORS

RARE EDITIONS

Sydney Bacon
S. Kean Bhatacharya
William J. Biggar & Chris Macdonald
Richard Boxer
Yvonne M. Burgess
Mary Chung
Greta & Steven Golick
John & Judith Grant
Norman G. Hinton
Marie & Henry Labatte
Wen-Che Liu
Gerry McGoey
Janet McKelvey
E. Mary McMahon
George Montague
P&L Odette Charitable Foundation
Robert Radford
Dr. Maureen E. Rudzik
Dianne Saxe
Frances Schwenger
Peter A. & Margaret Thomson
Bruce Vance

BIBLIOPHILES

Abdul Hadi Bahaa
John R. Baldwin
Jolyon A.D. Bolhuis
Vera Y.F. Chau
Wayland Chau
Dwight Cooney
Thomas A. Croil
Aldo D'Aguanno
Lee Doran
Edward Graham Dougall
Katie Fullerton
James Goodwin
Yvonne E. Hurley
Dr. Blake F. Kinahan
Mary C. Kutarna
Doming Lam
Wayne Mullins
Keith Reid
Michael C. Reinmuller
Martyn Rice
Frances Scott
Ms. Clara Stacey
Bill Vrantsidis
Doug & Nancy Wrigglesworth

SUSTAINERS

Anne & David Bailey
Susanne L. Baker
Mario Bernardi
Tamara Bernstein
Jennifer Blunt
Patricia Climenhaga
Mary J. Cordeiro
Pleasance Crawford
Jonathan Darling
Catherine Davin
Debbie de Lange
Owen Dickman
Paul Dorn
Lawrence Erwin
Carole Giangrande
Deanna F. Groetzinger
Gillian Holmes
J. Humphries
Gustave Hurtubise
Donald Hutton
Esther Jackson
Syd Jones
Leah Lambert
Saul Laskin
Gisela Laubitz
Perrin Lewis
Ruth & Alex MacDonald
Una Malzan
Joanne Marshall
John J. Marshall
Robert C. McKay
Ronald V. Neal
Robert D. & Joan E. Northey
Marianne Ozimec & Paul Mitchinson
Katherine Parks
Rev. Varghese Pudussery
Konrad Radacz
Neeta & P. Rawal
Elizabeth Rooney
Anne-Marie Saintyl
Maria L. Smith
Catherine Steele
Gordon Suddes
Dr. Allen Tough
L.H. Treutler

BENEFACTORS

Alice Abbott
Rebecca Abitbol
David Agnew
Syed Kashif Ali
Fred H. Armstrong
Matthew Beatty
Walter G. Blois
Amy Bowring
Beverley B. Brown
Phyllis Brown
Ron Brown
Robert Bruner
Donald & Carrie Butler
Aaron Carr
Jonathan & Fatima Concon
Leonard D'Agostino
Alina D. Danglay
Patricia Diamantouros
Michael Doucet
Rosemary Duff
Corinne Fontaine
Clifford & Doris Goldfarb
Sandra Gray
Kristy Heriban
George W. Hudson
William H.N. Hull
Donald & Elise Hurd
Patricia Irwin
M.A. Johnston
Mike Johnston
Anthony & Joan Kenrick
Mateen Khawaja
John & Constance Langley
Jim Lemon
Jane Litherland
Margaret Love
R. MacIntosh
Jagadish C. Manohar
J. Marney
Leo McCormick
Lori M. McLellan & Edward Tom
James F. Morison
Colin Morris
H.F. & Mrs. Morris
Alice Neal
Put Fan Ng
J. O'Brien
Judith O'Leary & Michael Laven
Lise Olds
Deborah Pekilis
Larry Peterson
Sam Post
Terri Rothman
Thomas T. Schweitzer
James S. Scott
Mark Seltzer
Colin Singh
Janet Skelton
H. Marie Smibert
Arthur Smith
Jarvis Stoddart
Kaiomarz Suntoke
Nicole Swerhun
Ed Thompson
Jennifer Tribe
Gordon Turner
Irene Turrin
John W. Vaughan
Benedetto G. & Anne Viccari
Irene & Eddie Wu
Peter Wyne
Henry Yee
Bruno & Sylvia Zamarian

GIFTS TO THE COLLECTION

Gerald Budner
Roger Burford-Mason
Nan Foster
Kazimir Glaz
William M. Gray
Arthur Hammond
Earl Haslett
Michael John Idzerda
Andrew Levitt
Linda Mazur-Jack
Pat McLean
Kristen Newell
Sandra Ogden
John Peters
Teresa Przybylski
Micah Rynor
Eva Samery
T. Shoniker
John Stanley
H. Steinman
Frank Kai Wang
Joyce Watson
Mary F. Williamson
G. Wilson

CORPORATE PARTNERS

Atomic Energy of Canada Limited
Canada Trust
Cisco Systems
Digital Renaissance
Environmental Auditors Limited
helios/oceana
Philips Canada
Redline Interactive Pacific Corp.
Silicon Graphics
TEC Leasehold Limited

SPECIAL EVENT SPONSORS

The Canada Council for the Arts
Canadian Craft Gallery
Consulates General of Germany and Poland
the cookbook store
Douglas & McIntyre
Gilbey Canada Inc.
Hello Hair
House of Anansi
Hugh Anson-Cartwright
Laura Secord
Lewiscraft
League of Canadian Poets
Lichtman's News & Books
Loblaws - Yonge & Yorkville
Mamma's Pizza
Marquis Jewellers
Olde York Potato Chips
PEN Canada
The Pilot
Polish Canadian Publishing Fund
Remenyi House of Music
Restauronics Services Ltd.
Wanda's Pie in the Sky
Writers' Union of Canada

PEOPLE

LIBRARY BOARD 1997

Dr. Maureen Rudzik
Chair
Murthy V.S. Ghandikota
Vice-Chair
Jacqueline Baisden
Metro Councillor Ila Bossons
Richard Boxer
Josef Galambosy
Metro Councillor Blake Kinahan
Deborah Pekilis
Councillor Sherene Shaw
Roy Singh
Hazel Thornton-Lazier

ADMINISTRATION

Frances Schwenger
Chief Executive Officer
Syd Jones
Director, Library Operations
Mario Bernardi
Manager, Communications & Development
Jennifer Blunt
Development Officer
Mary C. Kutarna
Manager, Human Resources
Christine Macdonald
Planning
Larry Peterson
Treasurer & Manager, Financial Services
Barbara Tinsley
Human Resources Consultant

DEPARTMENT MANAGERS & CENTRE TEAM LEADERS

Lesley Bell
Main Reference Centre
Patricia Burchell
Bibliographic Services
David Clark
Accounting
Janet Gaisford
Acquisitions
Jaswinder Gundara
Language Learning Centre & Performing Arts Centre
Greg Kelner
Business Information Centre
David Kotin
Metro Urban Affairs Library & Special Collections, Genealogy & Maps Centre
Susan Martin
Periodicals & Newspaper Centre
Susan Murray
Consumer Health Information Service
Kathy Scardellato
Systems Development
Debra Stevens
Access Services Centre
Olav Vanderzon
Computer Operations & Facilities
Johanna Wellheiser
Preservation Services
Claire Wollen
Answerline & IntelliSearch

GREEN HERON (COVER)
The painting from which this plate is drawn, was included in the historic exhibit in Edinburgh in 1826. It was probably executed in Louisiana in 1821.

JOHN JAMES AUDUBON

Jean Jacques Audubon (he Americanized his name) was born in Haiti in 1785, the son of a French naval officer and a Creole lady who died shortly after his birth. He was taken to France with a half sister where he was raised by his father's wife and given a 'gentlemen's education'. To avoid the army draft, J.J. Audubon was sent to America. He married, had a family, failed at numerous business ventures and finally decided to convert his hobby of drawing nature subjects, particularly birds, into a book. A gifted conversationalist and story teller, this 'American woodsman' became the toast of England, and later of Europe and America. His famous legacy *Birds of America* had at last made him a rich man.

This folio is valued for its scientific illustration, its artistic merit and its historical significance.

BIRDS OF AMERICA

Birds of America is valued at $4 million (U.S.) making it the single most valuable book in any library in Toronto. It is one of the world's most beautiful books. The Metropolitan Toronto Reference Library's rare copy of the original 435 plate edition, produced between 1826 and 1838, is filled with hand-coloured illustrations, but no accompanying text. Of the estimated 200 copies printed only 134 sets are known to exist today. If text had been included, the law would have required that Audubon donate a copy to every library in England. A five-volume *Ornithological Bibliography* was published after the original edition. The folio owes its enormous size 39.5x29.5 inches, to the fact that Audubon insisted every bird be illustrated life-size. Eagles, herons and wild turkeys had to be accommodated.

The Metropolitan Toronto Reference Library's four volume folio was purchased in 1903 for the Toronto Public Library by Chief Librarian Dr. James Bain, at a cost of $1,900 which was paid over a five-year period. It had been owned by the Honourable George William Allan and legend has it that Audubon himself brought the folio to Toronto.

Twenty-ninth Annual Report
1997
ISSN - 0700 - 4532
Metropolitan Toronto Reference Library Board
Produced by the Communications & Development Department
Mario Bernardi, Manager
Sarah Visser, Editor
Alex Berry, Designer
Dona Acheson, Photographer
Printed by City of Toronto Reproduction/Distribution Services

Printed on 100% chlorine-free, environmentally friendly paper.
The paper meets the requirements of ANSI/NISO z39.48-1992,
American National Standard for Permanence of Paper for
Publication and Documents in Libraries and Archives.