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ANNUAL REPORT

1969

STAFF COPY

YORK PUBLIC LIBRARY
1745 EGLINTON AVENUE WEST
TORONTO 345 ONTARIO

THE LIBRARY BOARD 1970

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YORK PUBLIC LIBRARY ANNUAL REPORT FOR 1969

1969 began with the introduction of a Metropolitan library card in all the Metro Toronto public library systems. This was one of the first efforts at co-ordination of library service in this area, efforts which have been fostered by continuing meetings of the Chief Librarians to discuss common problems and possible projects; and to receive reports and recommendations from their various committees. Another combined action was a library booth in the Careers for the Future show in May which York library staff helped to man. Some major experiments are under continuing study, such as centralized processing and automation of circulation and overdue procedures, with a view to finding the best and most economical methods.

Every year that we continue to use archaic methods the taxpayers' money is being wasted. We are continually alert to this in the York Public Library, especially as the system has grown in the last three years, and revise procedures and forms accordingly. Minor examples are bulk payment of Unemployment Insurance which eliminated renewing insurance books, returning unused ones, and obtaining and entering stamps, all of which are time consuming; the change to Workmen's Compensation as providing more economical coverage; and the review of overdue procedures, with a new bill form devised.

To continue to fulfill an active role in the community co-operative communication channels were set up with other educational and social agencies to assist in solving both community problems and our own. The library co-sponsored with the Northwest Family Services a noon hour film-discussion series for interested professional workers such as public health nurses, teachers, social workers and psychologists. This series was so successful that the unanimous response of those answering a questionnaire was that it should continue next season.

The York Social Planning Governing Committee met regularly in the Main library's auditorium with the Assistant Chief Librarian representing York Library. One of the burning issues of the year was an attempt to establish an Information Centre for new Canadians in the borough.

There is good liaison between the York Parks and Recreation Department and the library's audio-visual section, especially noted in the planning of summer film programmes for the drop-in centres.

A most encouraging spirit makes a close working connection between the library and the York Board of Education possible. At the beginning of the school term the public librarians were invited to the school librarians' first monthly meeting for which the library offered the Evelyn Gregory auditorium as a meeting place. Several contacts made on this occasion were developed later, resulting in concerted assistance to the children using the libraries of both authorities. For instance, at the Careers Day in York Memorial Collegiate the Assistant Chief Librarian was the resource person for careers in libraries and gave information and advice to the interested students.

At the close of the year plans had been made to experiment with library service to the Senior Citizens in the Metro Housing apartments at 101 Humber Blvd. The York Public Library Board has approved going forward with this in 1970.

The Library Board made another progressive change by approving the circulation of phono-records free of charge as of September so that these would be on the same service basis as the other library materials — books, periodicals, pamphlets, and films. This has been a most appreciated extension of service as evidenced by the public's great increase in use of these records. Language learning records and Shakespearean drama records were made available at the branch libraries for the first time.

In the Main library the phono-records collection and listening stations were moved adjacent to the Film collection since the whole is organized now as an Audio-Visual Section. The Music and Drama room had its shelving units doubled and this, with some other additional units on the main floor, made the book collection more readily available to readers.

Two record-players with listening posts were acquired, one for Young People's activities, one for the Jane Street branch for its recordings and various programmes.

ADULT SERVICES**

The challenging demands of high school and university students and adults for information in ever widening fields of knowledge were met by alert information services and book selection. There was continuing emphasis on the acquisition of literary and recreational reading. Non-fiction for the system was selected by the Head of Adult Services and her committee.

Young adult services. Reference materials and books on current situations were in high demand. Fiction which has finally grown up to be a true reflection of the times was tremendously popular. Teen-agers were able to get books that deal honestly with life today.

258 periodicals gave access to current information on subjects of varied interest. The pamphlet file expanded to provide excellent Canadian materials. The foundation of a picture file was laid by the acquisition of a set of 750 indexed plates of International Portrait Gallery.

Large print books. 130 additional titles were added and were rotated through the system to supply interesting reading for those with poor eyesight.

Foreign language books in Italian, French and German were available for borrowing. Spanish books on loan were available to our readers for the first time. 130 new Italian paperback titles at the Main library and the Evelyn Gregory branch have proved highly popular with Italian readers.

Reader's advisory service is given by trained professional staff with literary background and wide reading interests. An annotated list of books of current interest and merit is prepared monthly.

The Saul Field Portfolio of prints of legends of French Canada was on display on the ground floor of the adult library in November and December.

ADULT SERVICES - continued

Inter-loan requests. The first full year of the Metropolitan teletype network for Inter-loan materials was immeasurably successful. Our library supplied to our readers 532 books through inter-loan, and loaned 629 books to other libraries. We requested 1194 films via teletype.

Photocopying service. The coin-operated photocopying machine for use by the public was installed in September. More extensive use was made of this than of the former photocopying service as it is more accessible.

A music and theatre room now houses books on music, dance, drama and theatre including moving pictures and television.

Assessment of our periodical holdings and future needs resulted in a more efficient arrangement of periodicals and in subscriptions to 36 additional magazines to begin in 1970.

Film Section. 1969 was the second year of the operation of the film library. New films have been added to the collection and circulation of films and filmstrips has more than doubled in the past year. Winter Break week suggested to the Film Librarian a time when a limited number of interested students might participate in a film workshop. Mr. Ralph Bendahan volunteered as instructor for the four-day experiment in making animation films and the response he received was an enthusiastic demand for more.

Mrs. Beesley, the Film Librarian, represented York Library on the Metro Audio-Visual committee and also attended the Ontario Film Society's Film Showcase at York University where many new films were previewed for possible purchasing for the collection.

Miss Kristin Josephson was a member of the Metropolitan Serials Committee in 1969 which met to compile a catalogue of serial holdings of all public libraries in Metropolitan Toronto. The work is still in process.

The Head of Adult Services was a member of the Metropolitan Reference committee which held its first meeting in November. The purpose of the committee is to prepare an index to special resources in Metro Toronto public libraries, and to consider a Metro reference pool. As a pilot project the committee is beginning with a Fine Arts Index.

**Ruth Corner, Head of
Adult Services.

BOYS AND GIRLS SERVICES **

In this last year of the sixties perhaps the most noticeable sign of a changing pattern in children's library work, has been the heavy demand for books with facts. Again and again as we attempt to add to and enlarge their area of interest on a subject with an excellent book of fiction, we are confronted with the remark, "But this is only a story". For this reason an experiment has been made in "book talks" by showing how different kinds of books may be related to one subject. When a young class studying COMMUNICATION visited the Library, we used a book of poetry entitled WHAT IS SOUND? and asked them to tell what sounds they heard on the way over to the Library, and what sounds they were hearing at the moment. It was an easy step from this to introduce animal sounds through THE STORY OF JEREMY FISHER and JEMIMA PUDDLEDUCK and those their own pets made, and then a story about Beatrix Potter as a little girl. At this point one little girl piped up with "My grandmother GROWLS" (indigestion?). Ending the visit with the telling of HOW THE WHALE GOT HIS THROAT illustrated the fun of words.

With a Grade 6 class we experimented in similar fashion and showed with examples how there are many of the great fiction books of the past that have inspired creativity on the part of scientists, philosophers, and other fields of man's endeavour.

Judging from the kind of reference questions with which we are faced even from the younger children, the new education is pressing the public library to change its emphasis. This is a questionable trend, particularly when the school libraries are now developing. The fact that the summer reading shows a definite increase in fiction circulation, is indicative of what is happening. In short, for ten months of the year we seem to work primarily with requests for school projects, and for two months with books for free reading and enrichment, an area that is the professional children's librarian's speciality.

For YOUNG CANADA'S BOOK WEEK 1969, we had a Library Talent Show, a Puppet Show produced by children, and a Film. The Workshop on Puppets that Miss Sanderson attended in the summer, helped her to form a puppet group that produced BEAUTY AND THE BEAST. These children now want to produce a real play. The endearing quality of most of our children is that they are still children in the best sense, unsophisticated, enthusiastic and eager to respond.

The Head of Boys and Girls Services contributed from time to time book reviews for the Provincial Library Service publication IN REVIEW and in April was invited to participate in a Story-Telling Festival sponsored by the Toronto Public Library.

**Janet Kenny, Head of
Boys and Girls Services.

TECHNICAL SERVICES **

In 1969, the Technical Services Department acquired and processed approximately 19,217 volumes of books, 200 pamphlets and 129 records.

The recataloguing of the Boys and Girls stock at the Weston Branch which was begun last year, has proceeded relatively smoothly. This year, considerable reclassification of adult stock was undertaken throughout the system in order to conform to classification changes in the 17th edition of Dewey.

The Head of the Department represented the York Public Library on a committee composed of Metropolitan Toronto heads of technical services whose terms of reference were to discuss the feasibility of centralized processing and cataloguing. With more than 400,000 volumes (exclusive of items such as pamphlets, films, etc.) being processed in one year throughout Metro, the need to take advantage of automated processes, particularly computers, is becoming increasingly apparent, as the larger technical service departments find themselves unable to cope with the workload. It is a reasonable assumption that a large percentage of the items received are being duplicated by the six (metro) library systems.

As a member of the Canadian Library Association, the Department Head was asked to serve on a Technical Services committee established to investigate what effects the restructuring of the Association would have on the present organization of the Technical Services Section.

**Margaret Dyke, Head of
Technical Services.

THE BRANCHES

The year has shown a steady increase in circulation and reference work at the Evelyn Gregory branch. While young people still constitute the large majority of our readers, the library is being used more and more by adults. Since September a good number of school classes have visited the library and relationships with the teaching staffs of Silverthorn and Kane Senior schools have been most satisfactory.

For Young Canada's Book Week a folk concert was held which was well attended and created considerable enthusiasm among the younger members.

The Italian film evening was not as well attended but the audience of thirty-five was sufficient to make it worthwhile. Our relationship with the Italian-speaking members of this community is still not particularly well established, but as the branch develops a more concentrated effort must be exerted to offer the most appropriate service.

Jane Street branch presented a successful series of science films in the autumn. The addition of language and spoken-word records has led to many requests for broadening this collection to include music recordings. The latter part of the year was involved with planning the changes necessary with the extension of the library to a newly decorated downstairs room for children, to be opened in January 1970.

Mount Dennis branch continues to service the patients at Northwestern Hospital through a deposit of books closely supervised by one of the branch librarians. The Art Room has exhibitions regularly from October to May featuring many local artists and including the most appealing, Student Art from York Memorial Collegiate, which was attended by 440 persons during the twelve days it was open.

At Weston branch the autumn was most active in the Boys and Girls room with twenty introductory class visits which were reflected in our increased registrations for the department.

The adult department continues to indicate by its high book circulation that it is one of our best branches for good readership.

The bookmobile maintains a good level of service to the youngest readers who are farthest from a convenient library. The turnover is necessarily rapid and so every efficiency must be employed. To this end shelving was re-arranged this year and some additional squeezed into the very limited space.

THE STAFF

A programme of orientation and in-training of staff was planned and initiated during the year. This involves, for new employees, an outline of the history and services of the library and a tour of the Main building and branches, at the same time meeting other members of staff. Further specific training continues to be given in the department or branch.

The Head of Boys and Girls' Services assisted in further training of branch personnel through several demonstration sessions of school class visits and book talks or story-telling.

Meetings of senior administration and of Branch Heads were held periodically as a means of communication and of developing administrative ability.

A staff handbook was issued which each new employee is encouraged to read and copies are made readily available to refer to at any time.

This programme has met with interest from the staff and will be expanded.

THE STAFF - continued

Several members of staff have attended workshops, conferences and meetings which have enlarged their experience and knowledge. One member, Mrs. Upans is to be congratulated on attaining her Master's degree in Library Science in 1969. Professional staff, properly developed, is the library's greatest asset since the collections are built up by these librarians who will make certain that the best materials are selected and that the quickest and most efficient means of making them available to the citizens are adopted.

Some staff members were involved in the professional associations' committees and executives as their reports indicate. The Chief Librarian is chairman of the Ontario Library Association's committee on In-service Training of Non-professional Staff and is the O.L.A.'s representative on the Canadian Library Association's International Libraries committee.

At the end of 1969 Mrs. Gwynneth Grier, a children's librarian who joined the staff just one month after the first Chief Librarian, retired after over twenty-three years as part-time librarian in the Main Boys and Girls' room. Her gracious and serene personality has endeared her to all the staff as well as to the children coming into the library.

Many other changes of personnel occurred inevitably throughout the year. Resignations due to varied causes, from retirement to continuing education and moving out of Metropolitan Toronto, created chain reactions resulting in promotions, transfers and new appointments as follows:

RESIGNATIONS AND RETIREMENTS

Miss Rachelle Belanger, clerical-typist in Technical Services, to return to Ottawa.

Mrs. Helma Bonfield, Librarian in Main Adult, to obtain an M.L.S. degree.

Miss Julia Goodwin, clerical in bookmobile, to an outdoor position.

Mrs. Linda MacLennan, clerical Main Adult, for personal reasons.

Miss Jennifer McVitty, clerical at Jane Street branch, to return to Ireland.

Miss Annette Marchand, clerical at Evelyn Gregory branch, to return to Cape Breton island.

Mrs. Marianne de Szoeoczy, Main Adult, to travel.

Mrs. Heiki Urquhart, Head of Jane Street branch, moved out of Metro Toronto.

THE STAFF - continued

APPOINTMENTS

Mrs. Laila Barakat, clerical, to Main Children's Room.
Mr. Adrian Bevis, clerical, to Evelyn Gregory branch.
Mrs. Myoung Chong, clerical, to Main Adult.
Mrs. Sonja James, clerical to Main Children's Room and then
to the bookmobile.
Mrs. Diane Kichuk, clerical, to Jane Street branch.
Miss Jutta Klemmer, librarian, to Main Adult.
Mrs. Linda MacLennan, clerical, to Main Adult.
Miss Juliet Mannoek, to Audio-Visual in charge of the
Section.
Mrs. Geraldine Nicholls, clerical, to Film Section.
Miss Ada Testaferri, clerical-typist, to Technical Services
Department.
Mrs. Lillian Wenger, librarian, to the bookmobile.

TRANSFERS AND PROMOTIONS

Miss Lea Ayoub, Order Clerk, to Sub-professional in Main Adult.
Mrs. Janet Beesley, Film librarian to Head of Jane Street
branch.
Mrs. Mary-Isabel Gower, clerical in Main Children's Room to
Order clerk.
Mrs. Abbie Nevels, Bookmobile librarian, to Main Adult.

The staffs of libraries have won a well-known reputation for co-operation and effort beyond the actual call of duty and I would like to warmly commend the staff of the York Public Library for living up to this reputation admirably.

My sincere thanks are offered to the members of the Library Board after my first year as their Chief Librarian, an exhilarating experience for me that they bore with equanimity and a most friendly support.

Respectfully submitted,

M. Loretto McGarry

M. Loretto McGarry,
Chief Librarian.

TOWNSHIP OF YORK PUBLIC LIBRARY
1959

BOROUGH OF YORK PUBLIC LIBRARY
1969

Population	119,966	140,116
Book stock	95,948	219,539
Total circulation	405,421	643,605
Registration	30,640	50,066
Records	391	1,315
Films, filmstrips	—	245
Periodicals	86	264
Professional staff	9+1 part-time	17+1 part-time
Library system	Main library, 2 branches and 1 bookmobile	Main library, 4 branches and 1 bookmobile

FINANCIAL STATEMENT 1969

REVENUE

Provincial government grant	\$ 110,014
Tax levy	470,432
Payment received in lieu of taxes	12
Fines, fees and rentals of films and records	13,014
Rentals received	305
Proceeds of sale of automobile	300
Proceeds of sale of land - see note	
Balance from previous year	<u>2,810</u>
	<u>\$ 596,887</u>

EXPENDITURE

Personnel costs	\$ 321,120
Library materials	93,480
Library supplies	12,798
Maintenance costs	59,936
Furniture and equipment	11,825
Debt charges	<u>71,121</u>
	\$ 570,280
Surplus at end of year	<u>26,607</u>
	<u>\$ 596,887</u>

NOTE: Proceeds of sale of land of \$3,000 was not taken into revenue of the Board, but is held by the Borough in a Reserve Fund for Library Debt Charges to be applied in accordance with Section 303 of The Municipal Act.

THE LIBRARY BOARD 1969

MR. C.D. CUTHBERT - Chairman

MAYOR J. MOULD

MR. C. CASKEY

MRS. D. HART

MR. J.M. HAVEY

MR. G.E. JAMES

MR. B. MORLEY

MRS. H. VAUGHAN

MRS. J. YOUNG

MAIN LIBRARY
1745 Eglinton Avenue West
Toronto 345, Ontario
781-5208

EVELYN GREGORY LIBRARY
120 Trowell Avenue
Toronto 339, Ontario

JANE STREET LIBRARY
610 Jane Street
Toronto 326, Ontario

MOUNT DENNIS LIBRARY
1123 Weston Road
Toronto 334, Ontario
762-3348

WESTON LIBRARY
2 King Street
Weston 492, Ontario
241-3116

BOOKMOBILE
1745 Eglinton Avenue West
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