

ANNUAL REPORT

1982



ETOBICOKE PUBLIC LIBRARY

A YEAR WITHOUT PRECEDENT

In 1982 the normal activities associated with serving the public accelerated at a rate beyond all previous experience. Slightly over two and one-half million items of material were borrowed by the public. This represents an increase of 9.5% over 1981. Staff responded to 185,577 information questions related to the use of library materials, an increase of 4.2%.

Throughout the year, 93,370 persons attended the 5,817 programmes conducted by Library staff. This represents an increase in audience attendance of 26,464. In general, programming was the result of goal setting by the Public Service and, therefore, directed to specific target

groups in the communities served by each service outlet.

In addition to the on-going responsibilities associated with the provision of library service to Borough residents, the Board and the staff were involved in several projects which required attention in 1982.

In March, the Library accepted delivery of a GEAC mini-computer in order to automate circulation procedures. This event was preceded by two years of activity which included the development of an R.F.P. (Request for Proposal), application for and approval by the Municipal Council for funding, the selection of a vendor and site preparation. Programme refine-

ment and testing, conversion and loading of data, barcoding of materials, issuing new patron cards, staff training, public orientation and publicity continued throughout the year. The first branch was brought on-line in November, only slightly behind schedule.

In 1982, the Board's plan to improve its physical facilities received impetus with the approval of funding for the refurbishing of the Alderwood Branch. With the exception of a few items of furniture, this was completed by year-end.

It had long been recognized that the ability of the Richview building to provide adequate Central Library services and effective administrative and support functions was seri-

ously curtailed by space constraints. In August, a lease agreement with the Etobicoke Board of Education was signed for a large portion of Silver Creek School in order to house the Administrative and Support Services. Renovation was started in September and the move scheduled for January 1983.

A major undertaking in 1982 was the implementation of a Salary Administration Study which reflects the Board's policy that salaries be reasonably comparable with other public libraries in Metropolitan Toronto. The required re-classifications, a new classification structure and procedures for job evaluation were in place by December.

The Board analyzed and responded to the Task Group reports emanating from the Ontario Public Libraries Programme Review initiated by the Province in 1980. Further analysis and response will take place in 1983 once the anticipated paper from the Ministry of Citizenship and Culture is circulated.

The past year has been strenuous but successful. Use of the public library by Borough residents exceeded all previous years; several special projects were undertaken. Funding for library service is largely a municipal responsibility. The Board extends its appreciation to the Council of the Borough of Etobicoke for the support received.

EPL BOARD 1982

Mayor C. Dennis Flynn
Member Ex-Officio

Representing the Mayor
Alderman E.H.P. Farrow

Appointed by Council
Borough of Etobicoke
Mr. G.L. Court
Vice-Chairman
Mr. L.A. Allison
Mrs. N.B. Barrett

Appointed by the Board of
Education
Borough of Etobicoke
Mr. J.A. Vanstone
Chairman
Mrs. L. Batty
Mr. G.J. Turek

Appointed by the Metropolitan
Separate School Board
Miss A. Smith
Mr. P.A. Leon

Mrs. N.M. Hall
Secretary-Treasurer

ADMINISTRATION

65 Hartsdale Dr. 243-8888
Box 501, Etobicoke, Ont.
M9C 5G1

Mrs. N.M. Hall
Director
Public Library Service

Ms. J.C. Milne
Deputy Director

Mr. N. Patterson
Business Administrator

Photos: Etobicoke Public Library



FACTS AND FIGURES

YOUR LIBRARY HAS

674,967 books
2,444 periodical subscriptions
5,627 films/video
46,234 records/tapes
4,705 talking books
73,939 microforms

166,339 records/tapes
6,193 talking books

YOU ASKED

185,577 information questions

116,697 PEOPLE ATTENDED

YOU BORROWED

2,355,092 books, periodicals
42,294 films/video

5,817 library sponsored programmes
1,525 programmes sponsored by
community groups

FINANCIAL REPORT

REVENUE

	1982	1981
Accumulated Net Revenue — Beginning	\$ 2,418	\$ 2,179
Municipal Tax Levy	\$6,657,192	\$5,528,893
Municipal Contribution — Capital	597,700	188,663
Provincial Per Capita Grant	637,041	570,656
Provincial Grant — Capital	124,875	—
Wintario Grants	—	31,000
Levied Charges	82,863	79,530
Other Revenues	155,543	138,248
Total Revenue	\$8,255,214	\$6,536,990

EXPENDITURES

Salaries, Wages and Benefits	\$4,864,863	\$4,310,284
Library Materials	903,480	795,975
Building & Services	627,781	527,196
Capital Expenditures out of Current Revenue	39,773	49,645
Debtenture Interest & Principal Repayment	175,284	185,005
Other Expenditures	605,179	356,892
Transfers to — Reserves	219,815	120,974
— Capital	775,112	190,780
Total Expenditures	\$8,211,287	\$6,536,751
Accumulated Net Revenue — End	\$ 46,345	\$ 2,418

LIBRARY BRANCHES

CENTRAL LIBRARY (Richview)

Islington Ave/Summitcrest Dr. 248-5681
Mrs. M. Topa

Extension Service 248-5681
Bookmobile and Shut-In Service
Mrs. L. Wright

NORTHERN AREA — Mrs. C. Stewart

Albion Library, 1515 Albion Rd. 741-7734
Mrs. C. Stewart

Rexdale Library, 2243 Kipling Ave. 741-1170
Mrs. V. Van Vliet

CENTRE AREA — Ms. L. North

Brentwood Library, 36 Brentwood Rd. N. 233-2105
Ms. L. North

Eatonville Library, 430 Burnhamthorpe Rd. 622-2840
Mrs. L. Esling

Humber Bay Library, 200 Parklawn Rd. 251-7721
Mrs. M. Boyd

SOUTHERN AREA — Mrs. B. Willoughby

Alderwood Library, 525 Horner Ave. 251-5921
Mrs. S. Wilbur

Long Branch Library, 3500 Lakeshore Blvd. W. 252-1100
Mr. B. Crandall

Mimico Centennial Library, 47 Station Rd. 259-8489
Mrs. B. Willoughby

New Toronto Library, 110 — 11th St. 252-7254
Mrs. B.A. Dzida



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