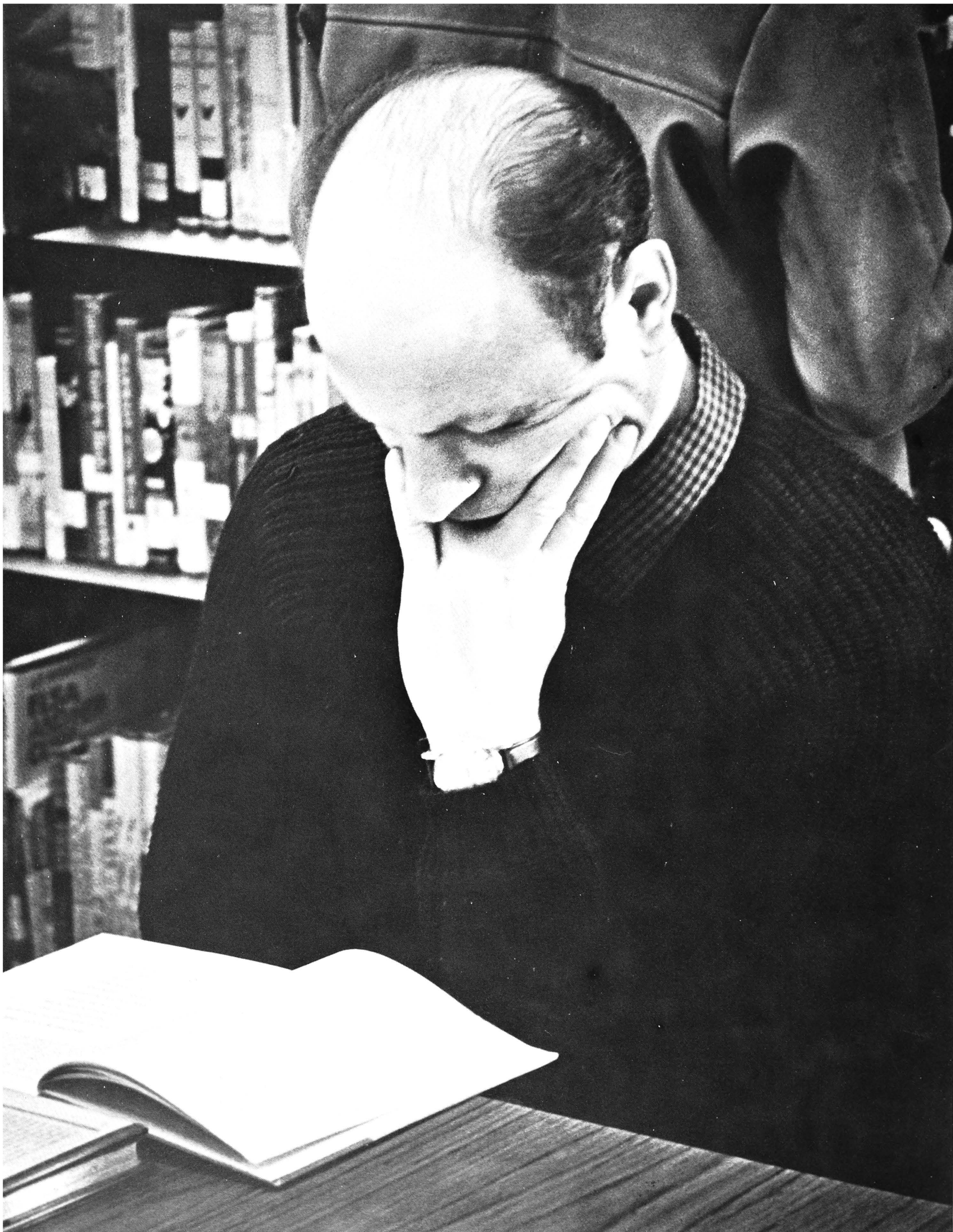


reading in toronto 1969





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86th ANNUAL REPORT OF THE TORONTO PUBLIC LIBRARY BOARD

The Board

<i>Chairman</i>	MRS. RYRIE SMITH
<i>Members</i>	HON. CHIEF JUSTICE DALTON C. WELLS
	EDMUND T. GUEST, D.D.S.
	KEELE S. GREGORY
	DONALD F. McDONALD, Q.C.
	J. SYDNEY MIDANIK, Q.C.
	EDWARD M. DAVIDSON
	DONALD K. DURST
	CONTROLLER MARGARET CAMPBELL, Q.C.

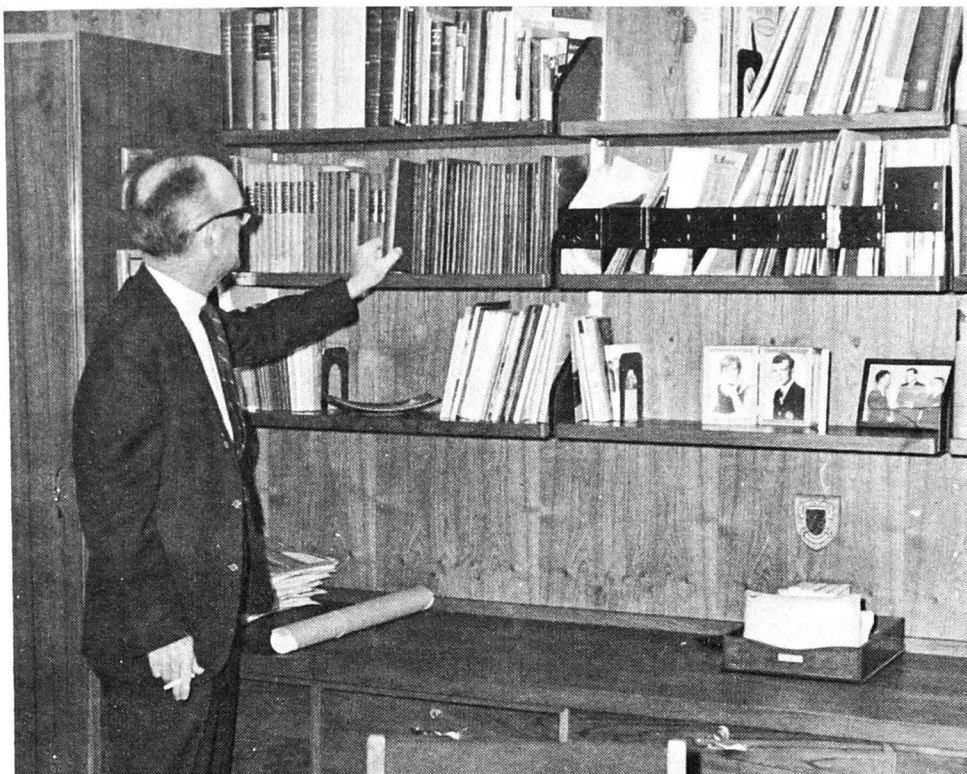
Libraries and Finance Committee

<i>Chairman</i>	EDWARD M. DAVIDSON
<i>Chief Librarian</i>	HENRY C. CAMPBELL, M.A., B.L.S.
<i>Assistant Chief Librarian & Secretary-Treasurer</i>	NEWMAN F. MALLON, B.A., M.L.S.

The general management, regulation and control of the Toronto Public Libraries are vested in the Toronto Public Library Board, composed of the Mayor of the City or a member of the City Council appointed by him as his representative, three persons appointed by the City Council, three by the Toronto Board of Education, and two by the Separate School Board. The representatives from the City Council and Board of Education hold office for three years, and those from the Separate School Board for two years.

Gifts to the Toronto Public Libraries

The Toronto Public Library Board will be pleased to accept gifts and bequests of funds to be applied towards the purchase of memorial books or toward such other purposes as may be agreed between the donor and the Library Board. Full information concerning such gifts may be secured from the office of the Chief Librarian or from the Secretary-Treasurer of the Library Board.



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NEW HEADQUARTERS

In January 1969 the Toronto Public Libraries headquarters moved to 40 St. Clair Ave. E. from the Central Library. Here, Chief Librarian Henry C. Campbell (2) and Assistant Chief Librarian Newman F. Mallon (1) put finishing touches to their new offices. The new general offices are shown in photo 3.

report of the chairman

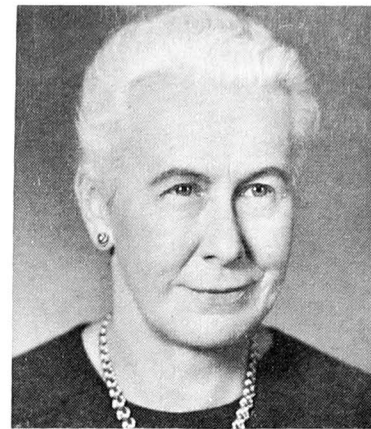
For over 60 years, the headquarters of the Toronto Public Library Board has been identified with the Central Library at College and St. George Streets. In 1969, at the request of the Metropolitan Library Board, which had taken over the building and collections in 1968, the Toronto Public Library Board moved its headquarters to 40 St. Clair Ave. East, in the Deer Park Building. The transfer of the Toronto Public Library headquarters out of the Central Library building was not completed in 1969, and work will continue through 1970 to move the remaining services. In January 1969 the offices of the Chief Librarian, Assistant Chief Librarian, Business Office, and Board Room were moved, followed shortly after by the Publications and Information Offices, the Registration Department, Purchasing and other services. At the same time, the Book Selection and Acquisitions services were moved from the Central Library and installed at 40 St. George Street, in provisional quarters. Left behind in the Central Library were the Shipping and Maintenance services, Book Repair and Book Processing, the Display Department and the Travelling Libraries Branch. Space for all of the latter has been found at 162 Queen's Quay East, and the removal in 1970 to this new location is planned.

REVIEW OF ADMINISTRATIVE STRUCTURE

The separation of the administration of the branches of the Toronto Public Library system from the administration of the Central Library made it necessary for the Library Board to review the administrative structure of the entire system. This work was assisted by the recommendations of the Branches Organization Committee which was set up in 1966 in order to consider the changes that would be required should a separation take place. The final decision, which was

worked out at the end of 1969, was that a department of Public Services should be created in order to supervise all of the various activities carried out in the branches. Miss Marguerite Bagshaw, who had been appointed Head of Reading Services on May 15th, became the Head of Public Services on January 1st, 1970. She will be assisted by a number of public service co-ordinators, several of whom were appointed in 1969. Mr. Thomas Ferguson took over as Co-ordinator of Communication Arts in January 1969, Mr. Douglas Stewart as Co-ordinator of Community Services in April, and Miss Marilyn Loken as Co-ordinator of Information Services on September 15th. In addition, Miss Bagshaw is assisted by Mrs. Grace Buller, Co-ordinator of Young People's Services, and Miss Helen Stubbs, Co-ordinator of Boys and Girls Services. The post of Co-ordinator of Adult Services, which remained vacant during 1969, will be filled in 1970.

The Board's decision in 1968 to set up new Community Services and Information Services departments was implemented during 1969, with the arrival of the staff members who took up their duties in the branches. The Board is very much pleased at the speed with which the new departments have been able to organize and begin to expand their services. Congratulations are due to Mr. Stewart and Miss Loken for the assistance which they have provided. A particularly important decision taken by the Board in 1969 was to establish a new community information policy in order to develop the library services to supplement and assist the social welfare information centres being set up in the City of Toronto. Parkdale Branch library was selected as a first branch where a community information service would be established. Discussions were carried out with the South Parkdale Residents Association and the Community Planning



MRS. RYRIE SMITH

Milne Studios

Council of Metropolitan Toronto on ways in which this Parkdale library unit could work.

ADJUSTMENTS

The year saw the beginning of many adjustments made by the Toronto Public Library Board in order to adopt certain uniform standards and practices in all the libraries of the metropolitan area. One of these was the use, in all Metropolitan Toronto public libraries, of a single borrower's card, and the modification of the borrowing procedures which came into effect on May 1st. The traditional 10-cent fee for a borrower's card was removed. The borrowing of additional books was allowed on temporary cards. However, the Toronto Public Library Board was not prepared to accept the suggestion that it receive returned books in any of its branches from all parts of the metropolitan area, and return these to the other library boards from which they were borrowed. It was felt that the Toronto Public Library Board's practice of having borrowers return their books to the place from which they were borrowed was in the long run the most efficient and effective way of having books returned to the library system, with less confusion to borrowers and with less cost to the taxpayers. The Board pointed out that certain of the changes which the Metropolitan Library Board wished to bring about such as a unified fine-and-book-return system could only be effected under an amalgamated library system.

In February 1969, the Toronto City Council adopted a motion sponsored by the Toronto Public Library Board stating that the best location for a site for a new Metropolitan Central Library would be in the downtown area, convenient of access to both the Bloor-Danforth Subway line and the Yonge-University Subway line. The Toronto Public Library Board did not feel that the suggestions

put forward for locating the Central Library out of the central district would provide the most effective solution. The Library Board also campaigned against the conversion of the old City Hall building as the new Metropolitan Central Library. It was felt that after waiting so many years for a new building for a Central Library, it would not be economical simply to take a building which was designed for another purpose and convert it into a Central Library.

BUSINESS SURVEY

The Toronto Public Library Board conducted a survey in November 1969 in order to determine whether it will be necessary to continue a Business Reference service in the City Hall Branch now that the Metropolitan Library Board has announced that it will remove its Business Reference Library to the Central Library at College Street. The survey was conducted by means of a questionnaire to borrowers in the downtown area. A decision on the matter can be expected in 1970. A further matter which the Library Board was required to take up in 1969 was the decision to continue a Foreign Language and Adult Self-Instruction service at the Parkdale Branch, after the Metro Library Board announced that it was removing these services to the Central Library building. Controller Margaret Campbell and Alderman Ben Grys appeared before a joint meeting of the chairmen of Toronto Public Library Board and Metropolitan Library Board on September 19th to press for the retention of the services in the Parkdale area.

It was with regret that the Toronto Public Library Board was required to proceed to a court action against the Metropolitan Library Board for the non-payment of funds as a result of the Metropolitan Library Board taking over the furniture and equipment of the Technical Services Department of the Toronto

Public Library Board. The Technical Services Department was not one which was assumed by the Metropolitan Library Board under the Metropolitan Toronto Act which made it possible to take over services without compensation up to the end of 1967 only. The Technical Services Department contains much material of value and use to the Toronto Public Library Board, which it will have to replace. The results of the Court decision are important for the future since they will determine whether or not the Metropolitan Library Board may take over the assets of any library system in the metropolitan area from 1968 on without payment of compensation.

SPECIAL COMMITTEE

The Library Board established a Special Committee to examine the recommendations of the Hall-Dennis report as far as they affect the Toronto Public Library system and the City of Toronto. The Hall-Dennis report suggests that it would be in the best interest of service to the public if school libraries and public libraries were consolidated under unified management where the local education and public library authorities considered this desirable. The Toronto Public Library Board canvassed the views of the Metropolitan Separate School Board and the Board of Education of the City of Toronto. Neither of these bodies evidenced interest in sharing responsibility for the operation of its libraries with the Toronto Public Library Board although in many instances evidence of conflict and lack of co-ordination in the operation of services was apparent. The report of the Special Committee recommended that a method of joint planning be established between the school boards and library boards within the City of Toronto. Copies of this report were submitted to the Minister of Education; it is hoped that some action can be taken on this report in the coming year.

SALARY INCREMENTS

The Library Board was pleased to be able to increase the amounts of salary increments and starting salaries for professional members of the staff, to take effect January 1st, 1970. The new scale of staff increments for professional staff members, which had gone for some years without change, provides for larger percentage increments to staff salaries and brings the beginning annual salary to \$7,300. Further adjustments may be required during 1970 for the library staff as a whole, depending on the settlement of City of Toronto wage and salary negotiations.

The Library Board also amended its staff rule to permit religious holidays to be taken either in lieu of the regular day off, or as leave without pay rather than as annual vacation leave.

The Board accepted with gratitude the establishment of the Norman Blain Gash Memorial Endowment, named in honor of a former Chairman of the Library Board. Mr. Norman Gash served as Chairman of the Board for six terms between 1907 and 1944. The board records with sorrow, the death of Miss Sadie Bush, a Boys and Girls librarian with the Toronto Public Library from 1922 to 1956.

The Toronto Public Library Board wishes to record its appreciation to the entire staff for the high level of service which it continues to provide. Despite temporary strains, those departments in the process of relocation were able to carry on their duties without interruption of service to the public with most commendable spirit. In particular, the readiness of the Chief Librarian and the Assistant Chief Librarian to search out new opportunities for better service to the total community should be underscored. We are confident that the Toronto Public Library will continue to be alert to the needs of the citizens of this City.

MRS. RYRIE SMITH
Chairman

AMNESTY DAY TORONTO PUBLIC LIBRARIES

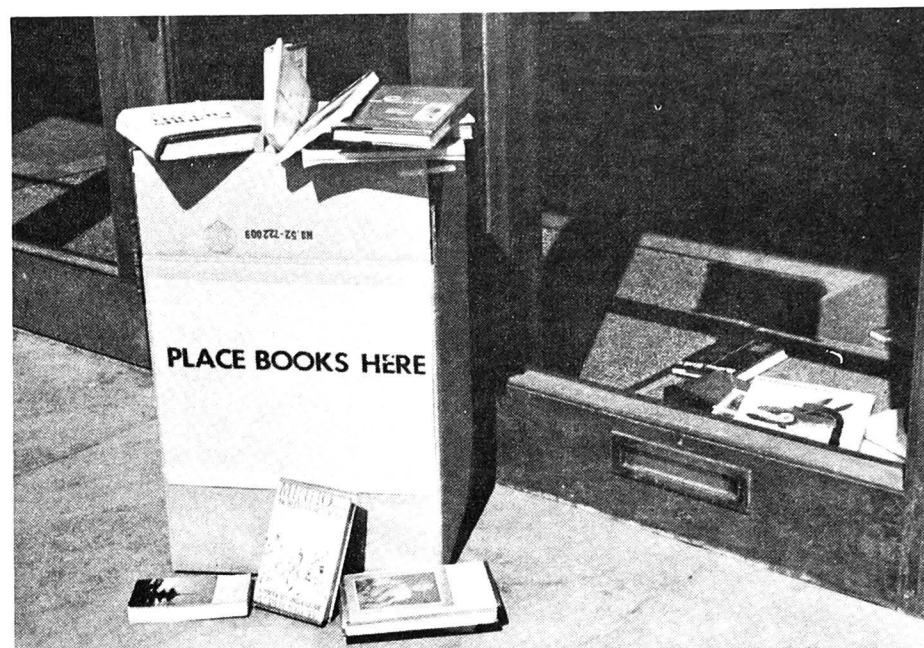


Apr.30
12 noon - 8.30p.m.

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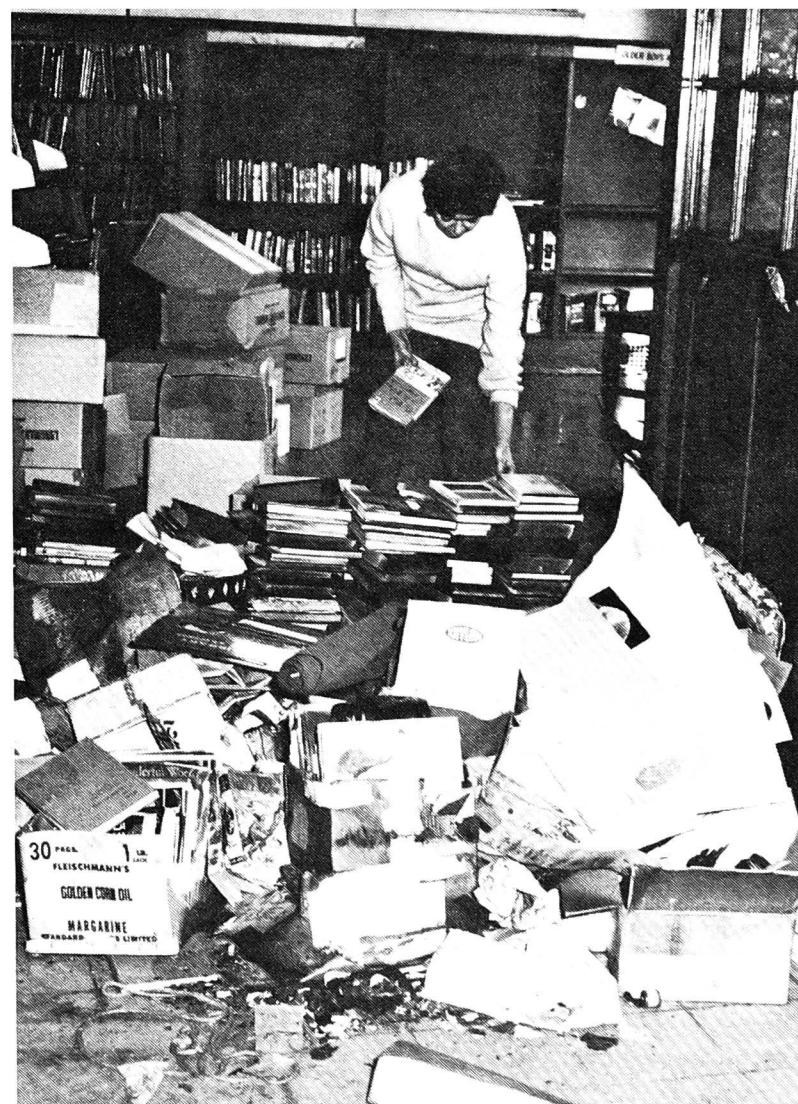
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AN AMNESTY

1. This cartoon was run in the three Toronto daily papers to advertise the Amnesty Day on May 1st on which borrowers could anonymously return long overdue books to the library.
2. Boxes were left at all branches and were filled to overflowing in many cases.



4

A FIRE

3. On November 10th, vandals broke into and set fire to the Riverdale Branch damaging one corner of the adult area and completely gutting the workrooms.
4. Extensive damage was also caused to the Boys and Girls section and here, children's librarian Margaret Mortimer begins the long task of sorting things out.

report of the chief librarian

A number of important trends in the development of the reading and library services of the Toronto Public Libraries could be seen in 1969. A very noticeable one was the increasing dependence of a widening range of members of the public for assistance and advice in order to meet their recreation, education, business and community needs. This may be due to the steady rise in prices of books and the need of the public to use the library to consult books which they could not secure otherwise. It may be due to the increasing number and range of subjects to be found in publishing. Whatever the reasons, it is clear that many citizens value the service of the public library in selecting and making available a wide range of the best reading and in weeding out and rejecting poor and time-wasting books. Others come to the library knowing that they will find the book that they missed a year or so ago and which they now want to turn to, having had their interest in it aroused by a chance conversation, other reading, or the events of the day.

The George H. Locke Branch, when it opened in 1949, had a stock of nearly 30,000 volumes. It now has nearly 60,000, and is the largest collection in the system — yet it is far below the target of 100-150-thousand volumes which are needed in an urban district library centre by today's users. The total number of books in the system is 727,895, which corresponds to the Toronto Public Libraries' collections in mid-1948, including those that were in the Central Library.

In addition to making demands which require an increased size in the book collections, there is a great increase in the use which the public is making of the knowledge and professional help provided by the library staff. More than 200,000 information questions were asked in the branches in 1969, in addition to the 3,868,897 volumes circulated for home use. An increasing number of the requests came by telephone. Answering these provides a service to many people who could not otherwise reach the library.

The need of the library staff to remain alert and open to the changes taking place around them has never been greater. The City is fortunate that it has an informed and efficient public library staff, many of whom spend hours beyond the call of duty in order to secure both the knowledge and the materials which help them to provide service to the public.

BUILDING PROGRAM

1969 was the end of the first three-year period of the new and consolidated public library systems in the City and the Boroughs. This three-year period has seen many changes, both in the organization and physical location of our services. The need to set up new locations for departments of the Toronto Public Library system meant that a large amount of time and effort was spent in adapting existing buildings and acquiring new premises. Two branch remodelling operations, one at the Deer Park building, the other at Parliament Street Branch, were completed in 1969, and took up a good deal of the Library Board's budget and maintenance service facilities.

The building program of the Library for many years to come will consist of remodelling of branch premises and the construction of the new District libraries. These District libraries with their 100-thousand volume collections have been planned as the means of supplementing the service provided by the neighborhood branches. Pentland, Baker & Polson were appointed architects for the Eglinton-Yonge District Library, to be built after 1973.

An agreement was reached with the Scarborough Public Library Board in order to permit residents of the City of Toronto to use the Birchmount District Library, to open in 1971. This means that a District library in the extreme East End of the City of Toronto will not be needed. The Palmerston Branch, being constructed over the Bloor-Danforth subway at Palmerston Avenue, ran into difficulties in financing when, due to increase in building costs, the construction contracts exceeded the amounts author-

ized for this project. The City of Toronto Planning Board also requested that the Library Board provide additional land to be used for landscaping purposes. The City Council agreed to acquire this land over the next few years and the City Council and the Ontario Municipal Board have approved the increase of the construction budget so that the building is now going forward.

Serious damage took place at the Riverdale Branch on November 10th as a result of vandals entering the building and lighting fires in the Boys and Girls Storyroom and the Workroom. Cost of repairs was estimated at over \$35,000 and the Library was closed for two weeks. It re-opened on December 1st although all renovations had not been completed. The loss of books, which amounted to approximately 2,000 volumes, was most severe in the Boys and Girls section.

Again in 1969 the Library experienced a budget reduction of \$50,000 in its funds voted by the City Council. This means that the planned increase in opening hours of branches to the public could not be carried out; the shut-in book delivery service could not be started; and an amount of \$20,000 had to be deleted from the Supplies and Maintenance budget. It is hoped that in 1970 these services can be instituted, particularly since the need for extended hours is becoming more and more acute in several branches, and the borrowers continue to press for increases in service.

A number of modifications in the extension of public service were carried out in 1969. Books were placed in the Senior Citizens residence of St. Anne's Tower. A Young Peoples Library was provided in the Hospital for Sick Children, thanks to the receipt of a grant of \$1,000 from the hospital and annual donations. The Coutts-Hallmark deposit collection, which has been the unique service provided by the Library to an industrial establishment, was taken out in 1969 due to administrative changes within the company. Space for the use of the Church Army of the Anglican Church was pro-

vided on a rental basis in the Parliament Library's Annex, and a community youth worker was hired by the Library Board jointly with the Woodgreen Community Centre to be part of the Jones Avenue Branch staff.

REACHING THE UNREACHED

At the beginning of 1969, the Branches Organization Committee prepared the report "Reaching the Unreached", which contained major recommendations for improvement of staffing in branches in the downtown area. With the appointment of a Co-ordinator of Community Services and additional staff members to implement the program, progress has been made in carrying out many of the recommendations.

A revised section of the administrative handbook dealing with Community Services was prepared by the staff and approved by the Board in October. Greater flexibility now is provided to branches for the holding of meetings and the development of community contacts. As part of the recommendation from the staff committee, training courses for community services staff and others were held during 1969. These resulted in many wide-ranging improvements and speedier communication in all parts of the library system.

On May 1, at the time of changing over to the Metropolitan Public Libraries borrowers card, the Library offered an amnesty day for return of long overdue books to the branches. This resulted in the return of several works which had not been seen at the library for six or seven years, as well as many which had been in the hands of borrowers for a shorter time.

The Bloor & Gladstone Branch staff co-operated with the Metropolitan Library Board in preparation of a *Directory of Continuing Education in Metropolitan Toronto*. Staff members worked full-time with the Metro staff to prepare material for the Directory in order to ensure its prompt appearance. When completed, the Directory, which listed over 5,500 adult education part-time

courses offered to residents of the Metropolitan area, was an important addition to the information services provided by the branches.

SPECIAL COLLECTIONS

In 1969, six of the larger branches inaugurated the new subject specialization arrangement for their collections, combining these with the services of an information staff member trained to deal with each subject. The size of each collection varies, depending on original strength of the branch in that subject:

	Volumes
Forest Hill	
Fine Arts	4,387
City Hall	
Travel and Biography	5,550
George H. Locke	
History	3,936
Bloor & Gladstone	
Education, Current Affairs	3,048
Deer Park	
Home Arts	2,845
Parkdale	
Language and Literature	15,132

Planning for the use of these special subject collections is carried out jointly by the Information Services staff and the staff of the special collections of the Metropolitan Central Library.

ACQUISITIONS

A new picture loan service began operating in 1969 at Forest Hill Branch. This collection makes available framed reproductions of many notable paintings, ancient and modern. These are rented for a monthly fee of approximately one-tenth of their cost.

The library continued its policy of acquiring original illustrations of important books in order to supplement the material already held in the collections. Edward Ardizzone's original illustrations for E. Nesbit's autobiography, *Long Ago When I was Young*, was presented to the Lillian H. Smith Collection by Miss Jean Thomson, who retired in 1966 as Head of Branches Division. The money for this purchase was given to Miss Thomson by the staff of children's librarians as a tribute to her outstanding

leadership. The original illustrations for *The White Archer*, published by Longmans Canada Ltd. in 1967 along with 98 original pictures commissioned by the CBC for their television production of the story, were presented by the artist, Mr. James Houston of New York. Important purchases added to the Osborne and Lillian H. Smith Collections included 358 original drawings which illustrated books published by John Harris, London, from 1819 to 1826. Twenty-three of the Harris books accompanied the collection which was bought from the private collection of Mrs. D. M. Beach of Salisbury, England. The original pictures by Mrs. Elizabeth Cleaver for the anthology *The Wind has Wings*, published by the Oxford University Press, Toronto, in 1968, also were acquired. John Richmond's illustrations for *Around Toronto* were secured from the Art Gallery of Ontario and form part of the circulating picture collection at the Forest Hill Branch.

In order to improve the possibility for advancement for librarians who are not graduates from accredited library schools, the Board instituted a new and extended Librarian C salary scale. It also carried out a survey for the American Library Association on the practices of North American libraries, both public and academic, in the hiring of overseas-trained librarians.

1969 represented a year which, I think, we will look back on as a turning point, when the Toronto Public Library system moved away from the provision of Central Library services for residents in other parts of the Metropolitan area and became involved in the provision of services to those citizens who live and work in the City of Toronto. It is hoped that this change, which was not one which the Library Board itself requested but which was forced on the City by the action of the Provincial Government, will result in strengthening and improving services both for the residents of the City of Toronto and in the long run, for those in the Metropolitan area.

H. C. CAMPBELL
Chief Librarian



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LIBRARY IN THE PARK

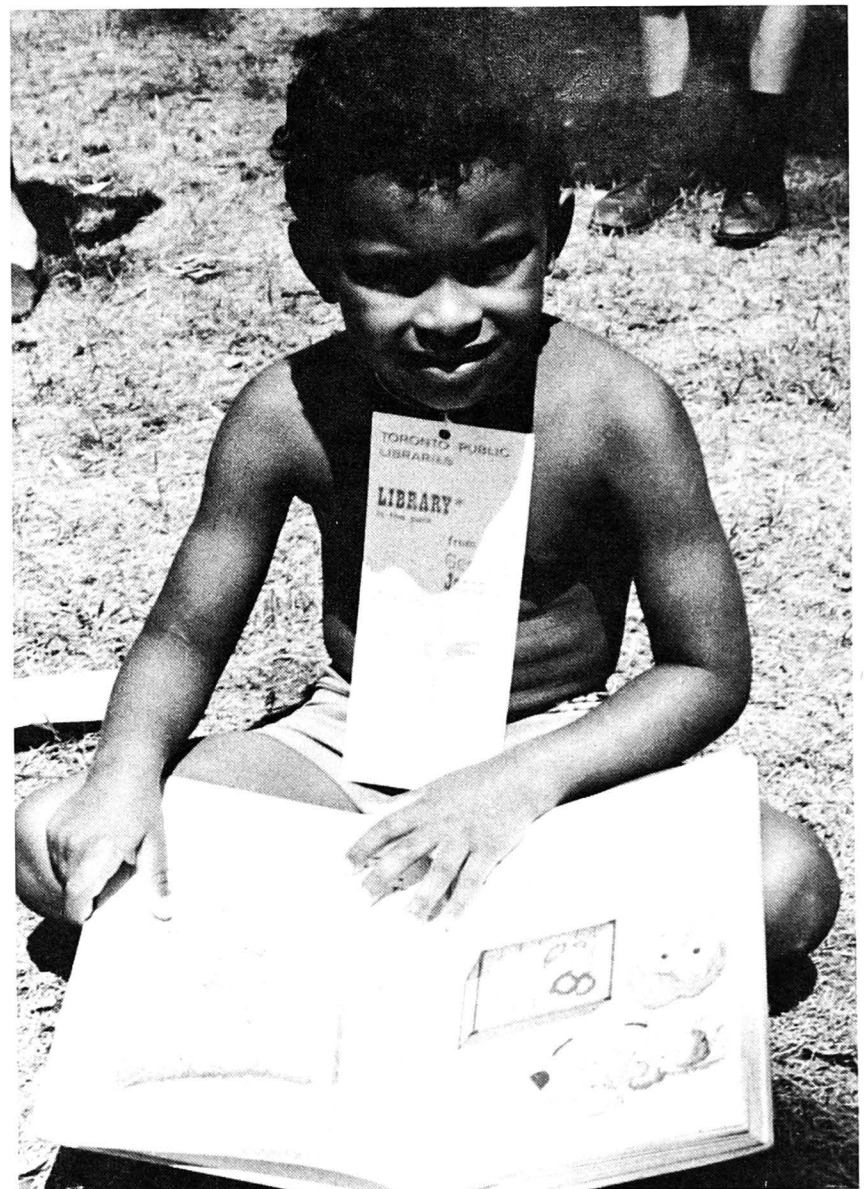
1. The canvas enclosure formed a portable library branch for children of Toronto's east end when the Toronto Public Libraries and the Department of Parks and Recreation sponsored the summer's "Library in the Park" program.
2. Miss Ruth Osler of Jones Branch helps children at Riverdale Park with book selection.
3. Miss Rita Cox of Gerrard Branch holds the interest of children at Edgewood Park with a story.
4. A good way to relax after a swim.



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3



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public services

The image of the librarian conjured up by the public of an earlier age of a bespectacled old maid firmly entrenched behind a desk exclaiming, "come weal come woe, the status is quo" has almost disappeared. The demands of a new age require a new and more complex role, really a dual role, for libraries must remain vital and alive to meet the needs of a fast developing urban area and to face the problems of conflicting social pressures. The librarian must be able to supply books to her reading public by keeping abreast with book-reviewing and book-reading, by being sensitive to what is required by the community, by knowing the book stock thoroughly. She must also move out into the community, cooperate with local agencies, and be aware of and try to reach the people who do not use the library. Obviously both roles are not possible at one and the same time without extra help.

The first role is the traditional one. Libraries have always been associated with books — a retreat for the scholar, an escape for the hard pressed, an experience for the hundreds of young and old who prove by their use of the library that the book has not been supplanted by other sources of knowledge and communication. The second role, working in and with the community received an encouraging impetus with the appointment of six new members to the library's Community Services staff.

BOOK SELECTION

One of the major concerns in the services directly concerned with providing books is the wise, discriminating selection of books — books of high quality, books for scholarly research, books of general interest for meeting the daily needs of our reading public and to some extent

satisfying the pressing demands for books which are of ephemeral and passing interest.

ADULT SERVICES

During the year the book selection committee met weekly to select books for the Branch order lists. The vast masses of books discussed and evaluated would seem overwhelming. During 1969 an estimated 11,000 books passed through the hands of the book selection committee. Various committees have produced check lists, (e.g. replacement and paperback lists) as well as book lists (e.g. *The family*, a list which includes books, films and pamphlets dealing with problems of the family, and *Collectors and collecting*, a selected list of books on furniture, pottery, etc.). The 38th edition of the *150 list* appeared in a new cover. A committee of nine librarians selected books of the last three years which they consider outstanding.

In addition to students from elementary and secondary schools the library caters to adult students at all levels: university, community college, retraining, basic English and trades training. New Canadians use the library to obtain books in their own language, books on learning English and books about their trades or professions. The Portuguese community is finding its way in greater numbers to the Charles R. Sanderson library where an increasing collection of Portuguese books is being used to a much greater extent. A flourishing Greek community in the East end has brought about a constant demand for more books in this language. To satisfy these two demands particularly, the library has set up a re-organized Foreign Language Committee under the direction of Mr. Kaye Kishibe who will not only supervise

the ordering of Greek and Portuguese books for the Toronto system but will be responsible for the distribution of the language books from Metro's language collection to the branches. Many New Canadian classes came to the library for introductory or regularly scheduled visits in the Children's and Adult libraries.

YOUNG PEOPLE

The interests of young people are many and varied. Adolescence is a period of idealism and hope for the future. Therefore, the selection of books in the field of young people's reading must reflect the concerns of young people today, must contain a selection of the finest of the past, and must supplement and enrich a constantly changing program of studies.

The Jones Avenue Branch and the Charles R. Sanderson Branch are acquiring collections of paperbacks for young people. The Sanderson Branch is also developing a browsing collection of paperbacks for young people in a downstairs reading room apart from the regular book stock.

Published eight times a year is *Books for young people*, a periodical with approximately 360 subscribers that contains a selection of recent acquisitions for young people with fiction briefly annotated. *Opinion* is published three times a year with short book reviews and poetry by young people who enjoy seeing their own work in a published form.

The periodical *Bloorstone* was started by the Bloor and Gladstone Branch where there are a large number of young people. In it are stories, poems, reviews and art prepared and edited by the young people in the area.

Another production, *The world of teen-age reading*, a book mark for introducing young people to the library and

public services

suggesting various kinds of reading has been popular with the young people.

Since courses in elementary and secondary schools and community colleges have reflected the personal individualized approach to study and research as outlined in the Hall-Dennis Report, the effect on the public library has been a tremendous increase in demand for books of all kinds on all subjects and in varying difficulty. Even the City Hall Branch which has catered almost exclusively to the business community now has students from community colleges among its clientele. Students from elementary school to university find the comprehensive collection of a public library most valuable.

BOYS AND GIRLS SERVICES

Very few books today seem to be written with children in mind. They are rather what adults think children should know about and read. Lillian H. Smith in her foreword to *The unreluctant years* observed that "the many forces which tend to separate the child and the book makes it all the more desirable and more necessary to bring them together". It seems there is little left for the child as an individual to do alone. He is surrounded by group activity, group therapy and fed by static entertainment which he observes but does not share and need make no effort to think about. Is this all that can be expected of the child who lives in an exciting atomic age? He has no longer the ability, let alone the time, to achieve the effort needed to absorb and assimilate a good book. Many of the current adult interests which are now forced on children in book form, e.g. urban renewal, world problems, social causes, racial integration, sex, drugs, psychology,

are not subjects too close to children's interests. In the future they will have to deal with these problems but if their "wings" are not nurtured now they can never even hope to "fly" then. Imagination and the feeling and understanding for the thoughts and needs of others are necessary for mental growth, but if we suffocate them with adult cares too soon their own wings will never grow. The dissemination of good books is the justification of our fundamental work with children; it is to this end that the purpose of our effort is directed; all else is the result of growth and experiment in the manner in which we present them.

During the year the book selection committee of children's librarians assessed and reviewed close to 2,000 books. The quarterly *Subscription Reviews* is subscribed for across Canada, in the United States and Britain. Printed lists included the annual *Books for boys and girls*, an annotated list of some fifty of the best titles of the year, *Books for all seasons*, a suggested buying guide for parents and *Now try this*, a book mark with book suggestions for older boys and girls.

The annual Christmas book display held at Boys and Girls House from mid-November to the end of the year elicited a favourable response from adults who find it a useful guide, as well as the children who were attracted by the inviting display of new books.

INFORMATION SERVICES

During the summer, Information Services librarians were appointed for five of the six branches designated as Information Services centres. The purpose of the new department is to provide current adult information and reading resources in certain designated subject areas, up to

and including M.A. level material. These collections are to form the nuclei of large district resource centres.

Each of the Information Services branches was given a separate budget allocation to develop their general reference and special subject circulating collections. However, despite a late entry, most librarians managed to do more than justice to their allotments. As a result of this separate allocation, single purchase requests in quantity are being received and processed. Previously almost 100 per cent of book selecting has been done from Branch Order Lists, thus many new procedures for the selecting, co-ordinating and ordering of single purchase requests had to be worked out.

Work has begun on a written materials selection policy, to be completed in 1970. Subject specializations were more closely defined, and as an aid in selection the Information Services librarians visited some of the large Toronto libraries. As the Information Services collections are to complement, not duplicate other city collections available to the public, it is important to maintain contact with other librarians having collections in similar subject areas.

The Metro Toronto Reference Committee was formed this year with representatives from the five Borough libraries as well as Metro and Toronto. One of its aims is the establishment of a metro-wide co-operative acquisitions policy for costly materials. The Head of Information Services sits on this Committee. Information Services librarians have been involved in drawing up for the Committee a list of special resources in the Toronto Public Library for incorporation in a directory of such resources in all of the libraries represented on the Committee.

public services

This year a more uniform and meaningful method of recording and reporting of reference statistics was worked out, designed to reflect more closely the work load and use of the collections. In addition, previously established services such as Interloan and Document Expediting Service were, and still are, being reassessed with a view to providing faster, more efficient service to the branches and hence to the public.

A multitude of problems remain to be solved in 1970, however, it is generally felt that despite certain reverses and frustrations some very real headway has been made. It is expected that the "Great Leap Forward" will continue unabated in 1970.

COMMUNITY SERVICES IN THE LIBRARY

The libraries selected in 1969 for extension of services in the community were Parliament Street, Parkdale, Bloor and Gladstone, Charles R. Sanderson and Earls court. Extensive community surveys were conducted in these areas; residents and citizens groups were contacted and long-term liaison and co-operation projects such as Drop-in Centres and Community Information Depots were initiated. Research was carried forward in 1969 with the nuclei of Community Information centres beginning at Parkdale, Parliament, Bloor and Gladstone, and Earls court Branches. The first, Parkdale, will open to the public early in 1970. Similarly, special youth services were explored with a drop-in centre which had begun in the library earlier, opening mid-year at the Parliament Street House (adjacent to the library). A store-front youth centre with paperback and record collections and an informal program stressing social discus-

STATISTICAL SUMMARY OF BRANCH ACTIVITIES

	CLASSES		ACTIVITIES		ATTENDANCE
	Adult	B & G	Adult	B & G	
Annette	39	186	18	126	4,425
Beaches	77	351	21	97	3,507
Bloor & Gladstone	193	612	106	193	2,609
Boys & Girls House		270	12	130	3,458
C. R. Sanderson	10	523		293	7,851
City Hall	1		16		794
Danforth	47	321	31	96	14,135
Deer Park	1	237	25	106	7,485
Earls court	6	397	31	109	2,717
Eastern	12	211	85	60	7,862
Forest Hill	74	141	47	123	6,574
George H. Locke		175	36	68	7,293
Gerrard	16	278	32	205	4,831
High Park	22	91	4	55	4,252
Jones		286		269	6,152
Parkdale	141	548	33	178	18,966
Parliament	40	237	248	402	17,590
Riverdale	8	186	3	77	3,959
Runnymede	46	135	4	152	5,900
St. Clements	3	138	2	51	1,022
Swansea		67		29	425
Wychwood	1	245	6	76	9,002
Yorkville	11		1		200
Learning Resources Centre		24	200	23	4,973
	748	5,659	961	2,918	145,982

sion on the city as an environment and workshops on human relations has been approved by the Library Board awaiting City Council approval for commencement near Bloor and Gladstone in 1970.

Community liaison and information have been supplemented at all branches by a continuing program of art exhibits, lectures, art courses, films, discussions, festivals. (See table above.)

Certain programs in the library may come about as a direct result of a community request or because the library feels the need for a particular activity. The programs are as varied as the communities from which they spring, the

librarians who direct them, and the public who often initiate, help plan and support them. The Writers' Workshop at Danforth, for instance, grew out of a request by a borrower last spring for the library to sponsor a group for beginning writers. It has been enthusiastically supported by over 20 regular members who meet to read, discuss and criticize each other's literary output. The library was fortunate in securing the services of Tom Arnett, who attended the first few workshops and gave helpful advice in programming, and Hugh Garner, who was guest speaker at one of the meetings.

Other activities are a direct result of a knowledgeable and interested patron of the library with some specialized



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FESTIVALS AND PROGRAMS

1. One youngster thought he'd try the limbo, too, as expert "King Ricardo" looks on at the Gerrard Branch's Caribbean Festival.
2. Another was content to watch the Caribbean festivities wide-eyed and in comfort from the audience.
3. At the Parliament Street arts festival in July, this young artist was determined not to waste a drop of that precious paint.
4. At Boys and Girls House Mrs. Liselott von Ketelhodt helped children with the arts and crafts portion of their daily summer program.



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public services

knowledge. Dr. John Erb, Assistant Medical Director of Riverdale Hospital spent many years in Nigeria and gave an illustrated talk on this country and its people at Riverdale Branch. The history of the Parkdale community was brought together in a display created through the interest of the people in the district and their willingness to lend the library many valuable and interesting clippings, maps, photographs and mementos of Parkdale from earliest days. The Mardi Gras Festival, also held at the Parkdale Branch, was a gay and imaginative program featuring dancing, singing and fancy costumes. Ages mingled; the old and the very young danced happily together. The many displays and programs of other cultures, such as the Caribbean Festival at Gerrard, indicates concern and interest in the libraries in bringing the many facets of other cultures into view. "Imagination and the City", based at Forest Hill, was an outgrowth of interest in a changing city. It took the form of an itinerant group using films and books in discussions and tours of the city.

Children throughout the year continued to find their way to our libraries to hear stories, see plays and puppet shows, and hear about books. Groups gathered in branches across the city to paint, either under the direction of a specialist or informally after a story hour. Puppetry, folk dancing, singing and creative drama programs were carried on in many of the children's rooms. Pre-school groups continued to gather in the various branches — in some cases there were so many children that two groups per week were necessary. Parents are receptive to this service and if there is staff available it can provide an opportunity to form

discussion groups for parents on subjects that concern them as well as to give the librarian an opportunity to demonstrate the use of picture-books with children.

Across the system touring art exhibits from the Art Gallery of Ontario and other institutions have been displayed. Collaboration with other organizations has taken the library into the Portuguese community to exhibit at a street festival, to the CNE to participate in an educational "Careers for the Future" show, to joint action workshops in the East end and Don Vale with the Social Planning Council, Woodgreen Centre and other organizations.

PARLIAMENT HOUSE

The old Veterans' Club next door to the Parliament Street Branch, purchased and renovated by the library and transformed by tasteful color schemes inside and out, has already proved a worthwhile addition to our library system. From the outset the staff has tried to achieve the greatest degree of "openness" and informality so that anyone may feel free to drop in to read, chat, watch T.V., listen to records or play the piano. The House has already been used for a multitude of purposes since it was opened in June. Some of the groups using the House are: an informal French conversation group (twice a week); a rock band; community workers from the Queen Street Mental Health Association for a program of follow-up therapy; community agencies such as the Social Planning Council, Ontario Hospital Association, and the Women Electors, who sponsored an all-candidates meeting prior to civic elections. The Drop-ins continue to drop in every Thursday, the young poets every

Saturday and the playreading group every second Monday. The creative drama sessions conducted by the children's librarian twice a week were filmed by the Ontario Department of Education in the spring. The Veterans, former owners of the House, were entertained in December and were delighted to see the transformation. The Community Service worker, Mr. Bruce Geddes and the Parliament Street branch staff have great plans for its future.

SUMMER PARKS PROJECTS

Perhaps the most venturesome and exciting project by children's librarians this year was the summer parks project. Three East end branches took part in a program of park visits planned in co-operation with the City of Toronto Department of Parks and Recreation and organized by Miss Ruth Osler of Jones Branch, and Mr. Douglas Stewart. Librarians made scheduled visits to various parks to read and tell stories and give puppet shows. A collection of picture books and paperbacks, a large canvas enclosure, a rented truck with a driver and a great deal of enthusiasm were the requisites for this venture. The interest it aroused among the children made it an immediate success.

COMMUNICATION ARTS

This new service was set up in 1969 in order to demonstrate the way in which audio and visual materials can be used to strengthen the Community, Information and Reading services of the Toronto Public Library.

A continual increase in the use of records, tapes, films, cassettes, and equipment for listening or viewing has been achieved in 1969 as the need for it has been recognized.

public services

Many branches, notably Sanderson, Parkdale and Annette provided programs of selected films during the winter months for both young and old in their communities. Often, films were used to complement special branch programs and festivals or to add information to a group discussion.

A lunch-time concert of recorded music was held at the Deer Park Branch while Sanderson offered record-listening facilities to children after school. Television facilities of the library have also been used to record special branch events.

LEARNING RESOURCES CENTRE
During its first complete year of operation, the Library's Learning Resources Centre continued to offer a variety of courses and special programs dealing with performing and communication arts. As well as providing various audio-visual services to branches, collections of audio-visual materials have been developed for use in the Centre's new Audio-Visual Library and related facilities.

Although renovations to the Centre during the last half of 1969 temporarily reduced the amount of space available for programs, the number of activities offered to the community sharply increased. The popular courses in Film-Making, Television Production, Puppetry and Sculpture were augmented by a Writers' Workshop, Great Books Discussion Group, a Rhythm and Dance Workshop for pre-school children, a Creative Drama Workshop, a series of community meetings on Drugs, Communications, Marriage and Leisure, and special film programs dealing with Arts in World Religions and the American Underground Cinema. The Centre Film Society, in its second season, swelled its

membership to capacity in offering a well-selected program of contemporary and classic feature motion pictures.

In 1969 many community organizations and societies found the Centre an attractive and comfortable meeting place for seminars, conferences and programs. In spite of minor inconvenience due to construction, but with expressed interest in the concept of a Library Learning Resources Centre and the availability of an attractive setting for meetings, the patient community helped the Centre to experience a most active year.

The Centre also concentrated upon the acquisition of various materials in preparation for the opening of its Audio-Visual Library in 1970. Collections of films, videotapes and programmed audio-visual materials dealing with performing arts, graphic arts, fine arts, and communication arts have been developed for public use. The Centre also maintains a music, language arts, and spoken word record collection. Listening stations and study carrels will be provided in the Audio-Visual Library, with appropriate equipment for use of filmstrips, film loops, and language self-instruction courses.

A closed-circuit television system forms an integral part of the renovated Centre. This system, in conjunction with the audio-visual media facilities, meeting rooms, workshops, and direct access to the Forest Hill Library creates a multimedia complex unique among North American library systems.

The Learning Resources Centre will be equipped with two camera units and related control equipment capable of placing high quality programs on one-inch videotape or a cable television system.

The closed-circuit system connects an auditorium, theatre workshop and small television studio to a central control room. This provides a flexible network that can cope with program situations in any part of the Learning Resources Centre building. Cameras and microphones can be set up with a minimum of interference and distraction to program participants and audience.

Initially, the television system will be used as an instructional tool for Library staff and members of the community with an expressed interest in communications. It will also function as a program retrieval and production centre. The recording of special library events, performing arts presentations, book discussion groups, and staff training and orientation programs are among the many uses to be made of this facility.

In the near future it is hoped that this facility will be part of a network of Toronto libraries linked by cable. This network could provide not only conventional programs, but an internal information system for Library administration with an immediate "feedback" capability.

The Public Services Department, active in both the field of books and in library programming by giving up-to-date information as well as wisdom from the ancients, by providing up-to-date equipment for audio-visual programs as well as traditional story-telling would hope to maintain a vital role in the community and operate a progressive and ever progressing system. Thanks to the strong support of the co-ordinators of the services and the interested and enthusiastic work of the entire staff this should be possible.

MARGUERITE BAGSHAW
Head, Public Services



Facilities at the Learning Resources Centre allow patrons to listen and learn in a relaxing atmosphere. Study carrels are equipped with records, tapes, film strips and film loops with materials for both children and adults



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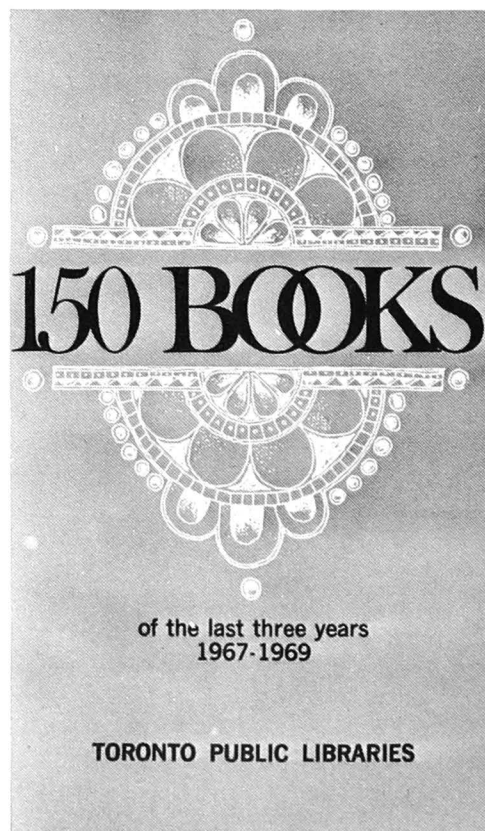
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ACQUISITIONS

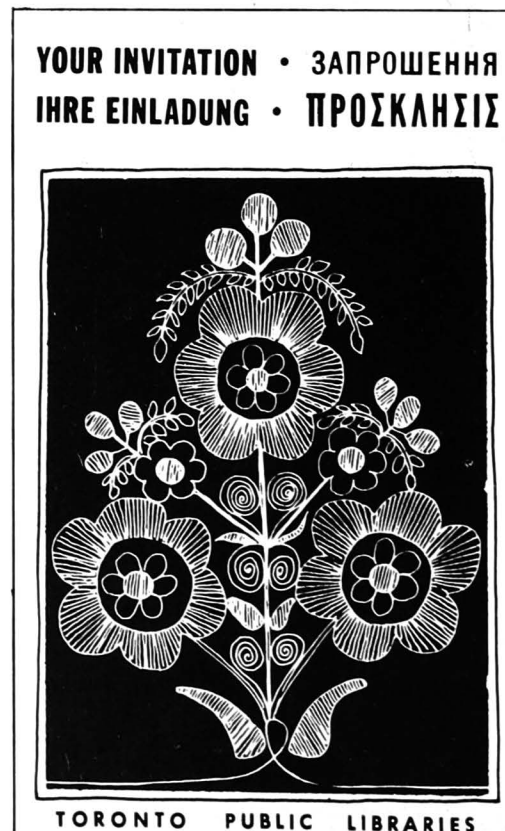
1. Edward Ardizzone's original illustrations (one of which is shown here) for E. Nesbit's autobiography *Long ago when I was young*.
2. Illustration by Elizabeth Cleaver for *The wind has wings*.

PUBLICATIONS

3. The 1969 Christmas card published by the Library depicted an illustration by Oscar Pletsch from the 1871 publication *Chimes and rhymes for youthful times*.
4. The Library's Display Department designed a new cover for the 38th edition of *150 Books of the last three years*.
5. And a new design for "Your Invitation", a brochure outlining in nine languages library services.



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osborne and lillian h. smith and canadiana collections

The year 1969 was a year of anniversaries. Twenty years ago, on November 14, 1949, Mr. Edgar Osborne presented his collection of children's books to the Toronto Public Library Board; ten years ago, on December 29, 1959, the catalogue of the Osborne Collection was published; five years ago, in May 1964, the new Boys and Girls House which houses the three special collections of children's books was officially opened.

These three events were significant milestones in the history of the Toronto Public Library. In 1969 about 1,600 visitors from more than 20 countries, from 14 American States, from six provinces and Baffin Island in the N.W.T. visited the now famous Collections. They came, individually, or in groups, for casual interest or concentrated study.

Classes visited the Collections from all parts of the Metropolitan area and from out-of-town centres. Students from the College of Education; from the Teacher-Librarians Summer Course, Department of Education; from the Schools of Library Science, at the University of Western Ontario, State University College, Geneseo, N.Y., and the University of Toronto, made formal visits to the Collections. Lectures about the Collections were given at the University of Western Michigan, at Kalamazoo, Michigan; the Association for Childhood Education (International) at Saginaw, Michigan; at the University of Toronto School of Library Science; at the Parents Association of the Montessori Nursery School; and the Anne Carroll Moore lecture at the New York Public Library.

The resources of the Collections are being used for advanced study by increasing numbers of serious students. In May, 1969, an article by Germaine Warkentin on "Some Renaissance Schoolbooks in the Osborne Collection" appeared in *Renaissance & Reformation, a Bulletin for Scholars in the Toronto Area*.

ACQUISITIONS

More than 1000 books were added to the three Collections by purchase and from the gifts of 47 donors.

Some significant acquisitions in addition to those recorded in the report of the Chief Librarian, include:

- A genuine late 17th century horn book (2" x 5") encased in leather, with the alphabet lettered in manuscript on parchment. It was the gift of an anonymous donor.
- Robert Dodsley's *Select fables of Aesop*, published in Montreal in 1810. It was presented in memory of the late Ludwig Ries, of Forest Hills, New York, by Mrs. Ries, Austin Display of New York, Mr. and Mrs. Julian Lapides of Baltimore, Maryland, and the late Dr. d'Alté Welch of Cleveland Heights, Ohio.
- *Frederick, or The effects of disobedience, Exemplified in a series of characters*. London, Printed for S. and J. Fuller, 1816.
(A story in prose illustrated with seven hand-coloured paper-doll figures and a moveable head.)
- A harlequinade: *Harlequin Cherokee, or The Indian Chiefs in London*. London. Published on Feb. 24th, 1772, by Robert Sayer.
- A holograph letter of C. L. Dodgson (Lewis Carroll) written from The Chestnuts, Guildford, March 27, 1875.

Mr. William Spawn of Philadelphia spent a week in September, as a consultant on special restoration procedures for the Osborne Collection and Lillian H. Smith Collection. The visit was arranged in co-operation with the Metropolitan Toronto Central Library.

Six books were published by Johnson Reprint Corporation in the series of facsimile editions of Early Children's Books sponsored by the Toronto Public Library and selected from the Osborne Collection: *The Looking-Glass for the Mind*,

by Arnaud Berquin; *Biography of a Spaniel*; *The Geography of Children*, by Nicolas Lenglet du Fresnoy; *Stories of Old Daniel*, by Margaret King Moore, Countess of Mount Cashell; *The Old Story Books of England*, by William John Thoms; *The Young Emigrants*, by Catharine Parr Traill.

FRIENDS OF THE OSBORNE AND LILLIAN H. SMITH COLLECTIONS
The Friends of the Osborne and Lillian H. Smith Collections were honored on June 10, 1969, when H.R.H. Princess Alexandra, the Hon. Mrs. Angus Ogilvy, granted her patronage to this organization.

On November 7th a British Branch of the Friends was organized under the chairmanship of Mr. Brian Alderson of the North-Western Polytechnic School of Librarianship.

At the Friends annual meeting on February 3, 1969, in Toronto, Miss Christina Duff Stewart spoke on "The Taylors on Ongar", especially concerning the children's books by Ann, Jane and Jefferys Taylor and their parents and their significant contribution to the field of children's literature.

"An Evening with Maurice Sendak," author, illustrator and book-collector of New York City, was held on November 14th, the eve of Young Canada's Book Week, in Boys and Girls House, where he answered a succession of questions with engaging fluency. This event was arranged in co-operation with the Board of the Toronto Public Library.

In December a facsimile edition of *The Dog's Dinner Party* was published in an edition of 1,000 copies by and for the Friends of the Osborne and Lillian H. Smith Collections and will be the gift book for 1970. It was first published in 1870 by George Routledge and Sons as No. 45 in the series "Routledge's Shilling Toy Books".

JUDITH ST. JOHN
Head, Osborne Collection

technical services

The year 1969 was one of adjustment and review of methods and procedures resulting from the assumption on October 1st, 1968 by the Metropolitan Library Board of the Central Library and of the ordering and cataloguing functions and the resulting contract with the Metropolitan Board for the latter. The Toronto Public Library Technical Services Department then encompassed Acquisition of materials, Gifts and Pool Collection, Interloan, care of materials (binding, repair, finishing of new acquisitions), Borrowers' Registration and overdue control.

ACQUISITION OF MATERIALS

The Acquisitions department operated out of the Metropolitan Acquisitions office until March when it was possible to set up the department in separate quarters in Boys and Girls House, 40 St. George Street. The ordering of periodicals and the follow-up of orders was transferred to this department from the Business Office. The establishment in 1969 of Information Services to co-ordinate the development of this service in six large branches required the provision of procedures for ordering, receiving and processing of an increasing amount of non-book materials and government documents. This function also increased the number of single copies of books ordered.

The increase in the book fund for 1969

and the number of single copies of titles ordered, together with the large Central Library book fund, placed great strains on the Metropolitan ordering and cataloguing departments resulting in serious backlogs and delays in the receipt of books in the branches. In fact, in September the Metropolitan Order Department were unable to handle orders from the Branch Order Lists and orders had to be placed directly to a jobber.

Investigations were made with a jobber, Book and Periodicals Acquisitions Limited, in order to simplify the ordering procedures and eliminate time-consuming methods. Sample orders were placed through this organization which operates a computerized system which simplifies procedures, eliminates files and in addition has the capacity to control the budget, branch by branch.

As a result of these investigations a system has been worked out with Book and Periodicals Acquisitions Limited for the acquisition of books in 1970. A six-part order document has been designed which will combine the functions of the four-part acquisitions form and the seven-part order form, thereby reducing the amount of typing required. Therefore, the Acquisitions Department will assume the ordering function from Metro in 1970.

GIFTS AND POOL COLLECTION

These functions are carried on by the Acquisitions Department. During the year 3,076 books, periodicals, and recordings were received from 151 donors. Of these all but 760 were incorporated into the collections.

The Pool Collection representing books no longer needed in the branches but which are still useful, is located at Forest Hill Branch and may be drawn on by any branch. During the year, 6,708 books were sent to pool, an increase of 534 over 1968.

INTERLOAN

At the beginning of the year a separate Interloan Department was established to provide both internal interloan and interloan with the Central Library and the Borough libraries. Begun in a small way, the service has grown during the year requiring one additional staff member in 1970. Procedures are under review in order to accelerate this important service.

BORROWERS' REGISTRATION

The institution early in 1969 of a uniform borrowers' card for all public libraries in Metropolitan Toronto has resulted in a decrease in the total number of registered borrowers as of December 31st, 1969 as the statistics that follow will show. Previously, to obtain borrowing privileges

from the Toronto Public Libraries, a resident of the Boroughs was required to obtain a Toronto card.

In April 1969 the Registration Department was moved from the Central Library to office space in the Deer Park Building, 40 St. Clair Avenue East where it has continued to operate efficiently.

The Acquisitions Department, Gifts and Pool Collection, Finishing Department, and Book Repair Department will be moved early in 1970 to the building at 162 Queen's Quay East, the new Maintenance and Book Distribution Headquarters. The space available should make possible more efficient and rapid service in the acquisition and distribution functions thus making new publications more quickly available to the patrons of the libraries.

The Technical Services staff operated under some disruption and uncertainty during the year. Their unfailing co-operation and application maintained uninterrupted service in support of the public services. Our thanks are extended to the Heads of Departments: Mrs. Margaret Gentles, Miss Hope Wells, Mrs. Lillian Semper, Mrs. Gladys Lynn, and the members of their staffs.

NEWMAN F. MALLON
Assistant Chief Librarian

TECHNICAL SERVICES STATISTICS

BORROWERS' REGISTRATION	1969		1968	
Membership Cards issued:				
Adult	54,962		*68,145	
Boys and Girls	26,813	81,775	28,408	96,553
Total Registered Borrowers:				
Adult	194,684		*204,029	
Boys and Girls	†66,530	261,214	78,822	282,851
BINDING AND BOOK REPAIRS				
Books repaired	†13,680			15,381
Books bound	†15,465			13,687
BOOK PROCESSING				
Non-fiction Titles Catalogued (total new and added titles)	6,679			§27,236
Volumes finished:				
Adult	74,450			
Boys and Girls	39,716	114,166		§128,348
INTERLOAN				
Requests received (including branches)		12,904		
Requests filled		10,711		
Books requested from other libraries		5,012		
Books received from other libraries		4,655		

*Includes 11,278 borrowers registered by Central Library January to September.

†Duplicate cards eliminated in 1969.

‡Includes materials from Central Library, under contract.

§Includes Central Library January to September.



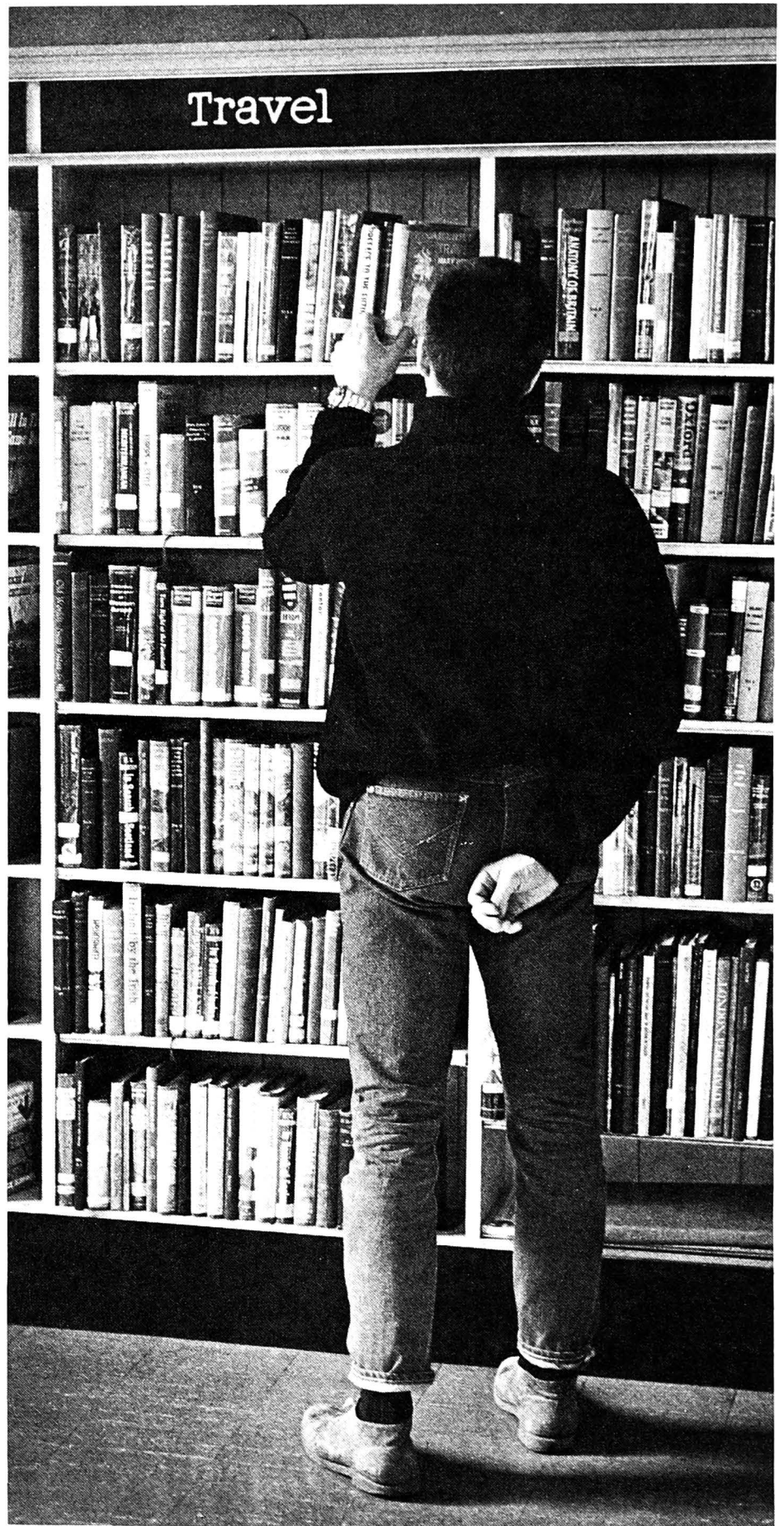
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THE INSIDE STORY

1. Books are chosen by a committee of librarians, the Book Selection Committee, which meets weekly to select books for ordering and re-ordering.
2. When they are received, the books are processed (stamped, covered, etc.) by the Finishing Department.
3. A daily delivery to each of the system's 23 branches is required to facilitate branch acquisition of new books and interloan service between branches.
4. And our borrowers have only to browse through the shelves and make their choice.

use of materials during the year

	REFERENCE* QUESTIONS 1969	HOME CIRCULATION 1969	1968
George H. Locke	15,846	427,004	421,688
Deer Park	23,340	393,355	387,294
Forest Hill	10,468	263,241	248,799
City Hall	23,014	261,329	256,211
‡Parkdale	13,955	240,065	240,609
Bloor & Gladstone	20,455	226,346	248,209
Yorkville	10,351	189,333	182,523
Beaches	4,486	185,546	179,981
Runnymede	8,199	176,648	167,268
St. Clements	3,822	172,150	179,917
Earlscourt	15,273	157,167	166,672
Danforth	5,430	148,469	162,351
High Park	7,558	128,199	143,137
Wychwood	7,191	121,593	133,152
Annette	6,349	119,822	126,584
Eastern	5,508	105,521	111,050
C. R. Sanderson	1,902	100,615	72,206
Gerrard	3,146	98,854	110,033
Parliament	4,454	108,521	107,835
§Riverdale	2,388	73,398	92,805
Boys and Girls House	4,011	55,784	64,089
Hospitals		47,255	49,158
Jones	634	33,170	40,624
Swansea	899	18,011	20,037
Travelling		17,501	16,889
Learning Resources Centre	1,437		
	<u>200,116</u>	<u>3,868,897</u>	<u>3,919,121</u>
Pictures		3,266	25,557†
Records		4,387	2,353
Films, Filmstrips, Slides		113	

*Includes Telephone and Desk questions.

‡Parkdale includes Language and Literature Centre circulation statistics.

†Includes Central Library Fine Art Section.

§Riverdale closed November 11-30, 1969.

summary statement of library holdings

BRANCH BOOK STOCK, DECEMBER, 1968	698,456
BOOKS ADDED DURING 1969	112,999
BOOKS WITHDRAWN DURING 1969	83,560

BRANCH BOOK STOCK, 1969:

Annette	24,550
Beaches	27,886
Bloor and Gladstone	41,232
Boys and Girls House	14,411
C. R. Sanderson	24,588
City Hall	34,070
Danforth	29,442
Deer Park	51,271
Earlscourt	29,890
Eastern	25,515
Forest Hill	51,996
George H. Locke	59,416
Gerrard	24,693
High Park	29,020
Jones	10,765
Parkdale	48,546
Parliament	25,784
Riverdale	22,585
Runnymede	28,163
St. Clements	29,651
Swansea	8,175
Travelling	23,274
Wychwood	24,649
Yorkville	29,134
Hospital for Sick Children	1,963
Adult Basic Education	<u>7,226</u>
	727,895

PERIODICALS (Number of titles)	1,657
RECORDS AND TAPES	2,162
PICTURES	61,540
FILMS AND VIDEO TAPES	342

statement of receipts and payments

FOR THE YEAR ENDED 31st DECEMBER 1969

RECEIPTS

Surplus brought forward from 1968		\$ 53,681.60
Fines	\$76,701.98	
Readers' Cards	3,290.92	
Reserve Service	1,119.41	
Books Lost	2,486.52	
Books Damaged	332.05	83,930.88
Rental Income:		
40 St. Clair Ave. E.	39,358.09	
Metro Toronto Library Board	71,439.90	
Other	1,073.19	111,871.18
Sale of Publications		13,090.61
Photocopy Services		1,381.70
Sundry Income		9,163.46
Service to Metro Library Board:		
Office	17,666.28	
Caretaking	75,809.91	
Maintenance	1,533.31	
Book Repair	5,819.69	100,829.19
Recovery of Capital Expense		43,680.41
General Legislative Grant		279,982.00
City Levy for Library Maintenance		2,614,775.00
		<u>\$3,312,386.03</u>

Toronto — 23rd January 1970.
Subject to completion of
audit by the City Auditor.

NEWMAN F. MALLON
Secretary-Treasurer

PAYMENTS

General salaries and wages	\$1,687,680.43
Cumulative Sick Pay Grants	8,235.14
Group Life Insurance	817.49
Medical and Hospital Plans	29,659.16
Pension Plans	125,462.78
Retirement Allowances	1,911.50
Unemployment Insurance	7,074.62
Vacation Pay	1,633.96
Workmen's Compensation	3,171.28
Bank Charges	2,586.13
Branch and Department Supplies	41,829.13
City Auditor's Fees	4,717.00
Consultants' Fees	5,863.67
Exchange on Debt Charges	373.15
Furniture and Equipment	50,792.82
Insurance	6,788.57
Memberships	2,771.50
Petty Expense	2,056.22
Postage	17,207.86
Printing and Publications	25,880.61
Promotional Expense	11,860.22
Staff Training	954.03
Stationery	17,563.57
Telephone and Telegraph	19,819.58
Transportation and Car Allowance	3,001.31
Travel Expense	6,121.14
Trucking Service	8,136.01
Books, Films, Maps, Periodicals	424,062.05
Binding and Book Repair	44,938.21
Services Purchased from Metro Library	62,454.49
Caretaking	238,109.97
City Hall Branch	123,825.72
Maintenance	154,930.97
Rent	69,837.05
Realty Taxes	12,394.58
Utilities	44,754.35
	<u>\$3,269,276.27</u>
Excess of Revenue over Expenditures	43,109.76
	<u>\$3,312,386.03</u>

trust funds

SENATOR JOHN LEWIS MEMORIAL TRUST FUND	
Balance at 1st January 1969	\$3,011.47
Receipts	94.17
Payments	3.75
	<u>\$3,101.89</u>
Balance at 31st December 1969	<u>\$3,101.89</u>
CHARLES R. SANDERSON MEMORIAL TRUST FUND	
Balance at 1st January 1969	\$6,175.59
Receipts	296.58
Payments	7.75
	<u>\$6,464.42</u>
Balance at 31st December 1969	<u>\$6,464.42</u>
CHARLES GRAHAM SANDERSON MEMORIAL TRUST FUND	
Balance at 1st January 1969	\$9,523.64
Receipts	424.74
Payments	14.75
	<u>\$9,933.63</u>
Balance at 31st December 1969	<u>\$9,933.63</u>
GENERAL ENDOWMENT FUND	
Balance at 1st January 1969	\$3,830.16
Receipts	947.32
Payments	126.75
	<u>\$4,650.73</u>
Balance at 31st December 1969	<u>\$4,650.73</u>



staff directory

PUBLIC SERVICES

HEAD Marguerite Bagshaw
BOYS AND GIRLS SERVICES Helen Stubbs
YOUNG PEOPLES SERVICES Grace Buller
TRAVELLING LIBRARIES Felicy Ludlow
OSBORNE COLLECTION Judith St. John
COMMUNITY SERVICES Douglas Stewart
COMMUNICATION ARTS Thomas Ferguson
DISPLAY DEPARTMENT Mary Lu Toms

TECHNICAL SERVICES

HEAD Newman F. Mallon
ACQUISITIONS Margaret Gentles
REGISTRATION Hope Wells
FINISHING Gladys Lynn
BOOK REPAIR, BINDING Lillian Semper

ADMINISTRATIVE OFFICES

BUSINESS OFFICE Head, Hedley Rutter
PUBLICATIONS AND INFORMATION Vivian Millen
PERSONNEL Catherine M. Arnold
BUILDINGS AND GROUNDS Robert Piper

DISTRICT LIBRARIES

Midtown

BLOOR AND GLADSTONE Head, Malva Kannins
Boys and Girls, Elinor Kelly

Central

DEER PARK Head, Jean Fowler
Boys and Girls, Mary Lee Van Poorten

Northern

FOREST HILL Head, Elizabeth Morwick
Boys and Girls, Joyce Lee

Western

PARKDALE Head, Catherine Cruse
Boys and Girls, Alice Kane

BRANCHES

ANNETTE Sandra McCallum
BEACHES Helen MacMillan
BOYS AND GIRLS HOUSE Marian Cooke
CHARLES R. SANDERSON Mary Freeman
CITY HALL Marion Main
DANFORTH Margaret Johnston
EARLSCOURT Ruth Stedman
EASTERN Helen Cram
GEORGE H. LOCKE Helen McNeil
GERRARD Gwenyth Housby
HIGH PARK Phyllis Burke
JONES AVENUE Ruth Osler
PARLIAMENT STREET Sadie Jordan
RIVERDALE Margaret Swartz
RUNNYMEDE Deanna Stankevicz
ST. CLEMENTS Rosemary Sheppard
SWANSEA Rosabelle Boateng
WYCHWOOD Beverly Sandover-Sly
YORKVILLE Catharine Toles

PRECEDING PAGE — Mrs. Elke Schneider of the Toronto Public Library staff (left) and Miss Carol Ritch of the Hospital for Sick Children, look on as four-year-old Elmer Emery decides on a book. Library staff members visit the hospital twice a week to provide library service for the children.

locations and hours

ADMINISTRATIVE HEADQUARTERS AND BRANCHES

See back cover

LEARNING RESOURCES CENTRE

666 Eglinton Ave. W. Open Mon., Tues., Thurs., Fri., 10 a.m. to 8:30 p.m.; Wed. and Sat., 9 a.m. to 5 p.m.

HOSPITAL LIBRARIES

HOSPITAL FOR SICK CHILDREN — University Avenue. Library open and wards visited on Tues. and Thurs. afternoons.

CLARKE INSTITUTE OF PSYCHIATRY — 250 College Street. Wards visited Thurs. afternoons.

HILLCREST CONVALESCENT HOSPITAL — 47 Austin Terrace. Wards visited Tues. afternoons.

LYNDHURST LODGE — 153 Lyndhurst Avenue. Wards visited on Tues. afternoons.

QUEEN ELIZABETH HOSPITAL — 130 Dunn Avenue. Library open and wards visited Mon., Wed., and Thurs.

RIVERDALE HOSPITAL — St. Matthews Road. Library open and wards visited on Mon., Wed., and Fri.

RUNNYMEDE HOSPITAL — 274 St. John's Road. Library open and wards visited on Fri.

BELLWOODS PARK HOUSE — 300 Shaw Street. Visits made Tues. afternoons.

TRAVELLING LIBRARIES

Deposit libraries are provided in the following Homes for the Aged: Arthur and Isabel Meighen Lodge; Belmont House; Church Home for the Aged; Eventide Men's Home; Fudger House; Ina Grafton Gage United Church Home; Julia Greenshields Home; Lambert Lodge; Strachan House; Hilltop Acres; and St. Anne's Tower.

Also in: Clifton House for Boys; Humewood House; Juvenile Court Observation Home; Mount Sinai Hospital; Princess Margaret Hospital (Ontario Cancer Institute); Timothy Eaton Memorial Church Leisure Time Club; Wesley United Church Social Club for Senior Citizens.

BUSINESS OFFICES

40 St. Clair Ave. E. Open 9 a.m. to 5 p.m. Monday through Friday.

TELEPHONE AND TELEX

964-9151 — connecting all Departments, 9 a.m. to 5 p.m., Monday to Friday; Boys and Girls House, Saturday, 9 a.m. to 5 p.m.

For Branch Phone Numbers see Telephone Directory under PUBLIC LIBRARIES Telex Number 02-2523 connects with the Metropolitan Bibliographic Centre.

All Libraries are closed on Sundays and on statutory holidays.

For summer hours see special notices displayed in all libraries during July and August.

READING IN TORONTO 1969
Printed by Multicolor Printing Ltd.

Photographic Credits:

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5; 8; 12 (4); 16; 20 (1, 2, 3)

Globe and Mail — page 12 (1, 2)

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The Telegram — page 12 (3)

ADMINISTRATIVE HEADQUARTERS

11. TORONTO PUBLIC LIBRARY BUILDING — 40 St. Clair Avenue East. Office of the Chief Librarian, Office of the Assistant Chief Librarian, Business Offices, Personnel Office, Publications and Information Office. Hours: Mon. to Fri., 9 a.m. to 5 p.m.
1. BOYS AND GIRLS HOUSE — 40 St. George Street. Public Services Department Offices. Hours: Mon. to Fri., 9 a.m. to 5 p.m.

BRANCH LIBRARIES

1. BOYS AND GIRLS HOUSE — 40 St. George Street. Osborne and Lillian H. Smith Collections. Boys and Girls Library. Hours: Mon. to Fri., 10 a.m. to 6 p.m. Sat., 9 a.m. to 5 p.m.
2. CHARLES R. SANDERSON — 725 Dundas Street at Bathurst. Children and Young People. Open Mon. and Thurs., 12 noon to 8:30 p.m. Tues. and Fri., 12 noon to 6 p.m.; Sat. 9 a.m. to 5 p.m.
3. CITY HALL — Nathan Phillips Square. Open Mon. to Fri., 8:30 a.m. to 6 p.m.
4. FOREST HILL — 700 Eglinton Avenue West. Open Mon., Tues., Thurs., Fri., 10 a.m. to 8:30 p.m. Wed. and Sat. 9 a.m. to 5 p.m.
5. JONES BOYS AND GIRLS — 118-122 Jones Avenue, at Dundas Street East. Open Mon. and Fri., 2 to 6 p.m. Tues. and Thurs., 2 to 8:30 p.m. Sat., 9 a.m. to 5 p.m.
6. SWANSEA MEMORIAL — 95 Lavinia Avenue. Open Mon. and Wed., 2 to 5 p.m. and 7 to 8:30 p.m. Fri., 2 to 5 p.m.

9. BLOOR AND GLADSTONE — 1089 Bloor Street West at Gladstone. Mon. to Fri., 10 a.m. to 8:30 p.m. Sat. 9 a.m. to 5 p.m.
11. DEER PARK — 40 St. Clair Avenue East near Yonge. Mon. to Fri., 10 a.m. to 8:30 p.m. Sat., 9 a.m. to 5 p.m.
14. GEORGE H. LOCKE MEMORIAL — 3083 Yonge Street at Lawrence. Mon. to Fri., 10 a.m. to 8:30 p.m. Sat., 9 a.m. to 5 p.m.
23. YORKVILLE — 22 Yorkville Avenue near Yonge. Mon. to Fri., 8:30 a.m. to 6 p.m. Sat., 9 a.m. to 5 p.m.

The following libraries are open every weekday except Wednesday. Unless otherwise noted, adult hours are: 12 noon to 8:30 p.m. and Saturdays, 9 a.m. to 5 p.m. Children's rooms: 2 to 6 p.m. and Saturdays 9 a.m. to 5 p.m.

7. ANNETTE STREET — 145 Annette Street facing Medland.
8. BEACHES — 2161 Queen Street East near Lee.
10. DANFORTH — 701 Pape Avenue near Danforth.
12. EARLSCOURT — 1625 Dufferin Street near St. Clair.
13. EASTERN — 137 Main Street near Gerrard.
15. GERRARD — 1432 Gerrard Street East at Ashdale.
16. HIGH PARK — 228 Roncesvalles Avenue at Wright.
17. PARKDALE — 1303 Queen Street West.
18. PARLIAMENT STREET — 406 Parliament Street at Gerrard. Closes Tues. and Fri. at 6 p.m.
19. RIVERDALE — 370 Broadview Avenue at Gerrard. Closes Tues. and Fri. at 6 p.m.
20. RUNNYMEDE — 2178 Bloor Street West at Glendonwynne.
21. ST. CLEMENTS — 14 St. Clements Avenue at Yonge.
22. WYCHWOOD — 1431 Bathurst Street near St. Clair.

