



East York Public Library  
Annual Report  
1993

## Report from the Chair

If 1992 was the "year of the roofs", 1993 was, unfortunately, the "year of cutbacks". East York Council had already approved a "no-increase" budget for the Library Board for 1993 when the Province hit them with a "double-whammy": the "expenditure-reduction" plan and the "social contract", both of which had to come off 1993 budgets. And despite our vigorous protests, the Library was saddled with nearly twice its fair share of the first "whammy".

However, we managed, but one of the hardest things we had to do was cancel Sunday service. We were the first Metro-area system to have all its branches open on Sundays, so we considered it a desirable service, but ours was the most expensive. In the end, we made the painful decision that in order to retain our more cost-effective services, Sunday opening would have to go.

The Board approved a new management structure that saw the elimination of the Deputy CEO position and the combining of Daves Road and Thorncliffe Branches under one manager. This, along with other staff adjustments helped us meet our original budget requirement, but made staff deployment more complicated. The Board set up a system-wide productivity committee of management, professional, and clerical staff which dealt with more than 100 suggestions from staff for improving efficiency.

A Board-staff committee produced our final "Vision 2000" statement and core values after reviewing public and staff comments on draft versions, and this is now available to the public in all branches. It is expected that this "vision" along with improved efficiency will help us meet the challenges in the years ahead.

On the facilities side, we completed the new roof at Leaside Branch and the replacement of the heating/cooling system at S. Walter Stewart. To finance these, we proposed to Council that instead of investing Borough reserve funds in government bonds and taking out new debentures for the Library, they invest them in our projects.

And at the end of the year, Bey Grieve, our CEO/Chief Librarian/Board Secretary-Treasurer for the past nine years, and a 22-year employee, announced his decision to take early retirement as of the end of March, 1994. The Board accepted this with regret, for Bey has been a loyal and hard-working employee, well liked by his peers and subordinates alike, and he will be sorely missed. We all wish him well in his future of well-earned leisure.

John Ridout  
Chair

East York Public Library Board



East York Public Library Board. Back row: 1. to r. Bey Grieve, CEO; Councillor Lorna Krawchuk; Sonia van Heerden; Bill Buckingham, Vice Chair; John S. Ridout, Chair. Front row: 1. to r. Karen Ingham; Hazel Thornton-Lazier; Valerie Chavossy; Clive Probert. (Absent: Scott Williams)





Bey Grieve, CEO

## *Chief Executive Officer's Report*

In the area of automation, some improvements were made during the year. In February, our Technical Services staff began using 'Bibliofile, a CD-ROM product, which has improved the efficiency and greatly reduced the expense of cataloguing and processing books and other materials. We also acquired desktop publishing to generate our publicity, including our annual report, which was entirely produced in-house at a significantly lower cost. Dial-in Access to our on-line catalogue, introduced in December 1992, has proven to be a great success; the number of calls per month is now about nine times what it was then.

By the end of the year, declining system response time and maintenance problems made it evident that we need to upgrade our five year old Dynix automated system. We plan to do this in 1994 and it will eventually enable us to provide access to other data bases via our on-line catalogue.

Our year-end circulation reached 928,000, our second highest total. We would have passed our 1992 record total, except that two of our branches, Leaside and S. Walter Stewart, had to be closed for short periods for maintenance projects: renovation and partial replacement of the Leaside roof, and a major upgrade of our heating,

ventilation and air-conditioning system at S. Walter Stewart. Sunday closing, which was approved by the Board because of a revenue decrease under the Borough's expenditure control program, started in the fall. It is not clear yet whether the long-term effect will be a reduction in overall circulation or a shift in use to Saturday and Friday evening.

1993 saw some major staffing changes, including a rotation of branch managers in September. Bob Allison, our former Branch Manager at Leaside, who very capably guided our automation implementation process in 1989-1990, took early retirement at the end of July. We wish him all the best in the years to come.

As this will be my last annual report, I would like to express my appreciation to our staff and Board members for their dedication to good service to our patrons, to the Council for their consistently strong financial support, even in times of constraint, and to East York residents, whose increasing use of our branches has been very gratifying to all of us associated with the Library.

Bey L. Grieve  
Chief Executive Officer

# Highlights of 1993

## Adult Services

1993 was a busy year for adult services. ESL collections in all branches were expanded and rearranged to meet the continually growing demand. At our S. Walter Stewart Branch the use of "MultiCat", the CD-ROM catalogue of collections in all Metro libraries, continued to grow as more and more users became aware of the service. In response to changing times three of our branches (Leaside, Thorncliffe and Dawes Road) discontinued circulation of LPs. The space previously occupied by the records has been devoted to the more current formats of Compact Discs and Audio Books. Another new format which has grown in popularity is our Public Performance Rights Video collection in the Audiovisual department at S. Walter Stewart. And finally, three of our "special collections" were fully catalogued into the data base this year. These were *Canadians* and *Local History* at S. Walter Stewart and the *Leaside Historical Collection* at the Leaside Branch. This makes all the holdings in these areas accessible through our on-line catalogue.

At the end of 1993 equipment was purchased to allow the library to participate in the INFO (Information Network For Ontario) system. INFO will replace the present Interlibrary Loan system in 1994. The library gratefully acknowledges the assistance of the people of Ontario through the Ministry of Culture and Communications in providing funds to purchase equipment.



Our popular book sale at the East York Canada Day celebrations, always attracts a crowd.



Technical Services staff prepare materials for the public.

## Automation and Technical Services

Dial-in Access celebrated its first full year of operation in 1993. It has proven to be a very popular service - 5,441 calls were received during the year.

Two new features were added to the On-line Public Access Catalogue (OPAC) to enhance service to the public. The first, *Review Patron Record*, allows the public to access their patron record and see which items they have checked out, and which items they have on hold. The second, *Bestseller Lists and Library News*, gives a weekly listing of the bestseller lists from the *Globe and Mail* and *Toronto Star* on the OPAC, with an indication of which titles are available at the Library.

In an effort to cut costs, a new CD-ROM cataloguing system was put in place in 1993. The new system will give the Library a 70% cost savings over the cost of the old on-line system.



# Highlights of 1993

## Children's Services

East York Public Library offers a lively and popular year round roster of programmes for children. Storytimes for all ages include Toddler and Preschool groups for the youngest listeners, Afterschool storytimes for school-age children and Saturday storytimes for the whole family. Very special events include author visits in celebration of Ontario Public Library Week and Canadian Children's Book Week. A real highlight is Youth and Music Canada's continuing series of "Cushion Concerts". Special programmes, puppet plays and film matinees entertain children during holidays and school breaks and 1993 was a "Super Sleuth Summer" featuring stories, crafts, films and fun.

Hundreds of class visits including thousands of children 2-12 years old took place at East York Public Library branches and a new series of book talks for parents entitled "Read Together, Learn Together" was initiated.

"Ready 4 Reading", "Super Sleuth" and "POPular Paperback Series" were prepared by children's librarians for publication in 1993.

Children's services staff have participated in many community events and East York Public Library puppet plays were featured at 1993's Parenting Fair, East York Day and Canada Day celebrations.



Kids come in Halloween costumes for "Spooky Stories" at Leaside Branch, October, 1993.

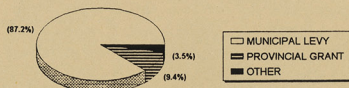


Young adults meet well-known author, Bev Spencer during Ontario Public Library Week, October, 1993.

## 1993 at a Glance

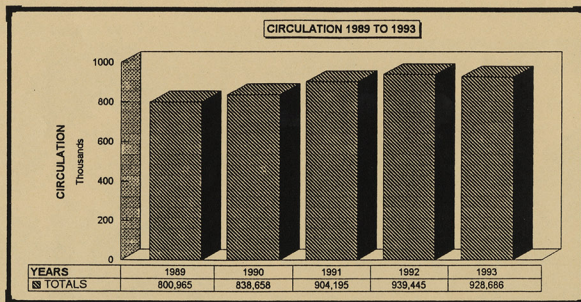
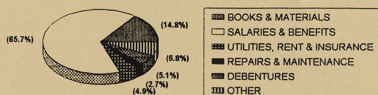
	1992	1993
<b>Revenue</b> (Unaudited)		
Municipal Tax Levy	\$3,216,225.	\$3,142,664.
Provincial Grant	338,234.	338,234.
Fines	52,992.	55,685.
Other	60,292.	68,781.
<b>TOTAL</b>	<b>\$3,667,743.</b>	<b>\$3,605,364.</b>

1993 REVENUE (UNAUDITED)



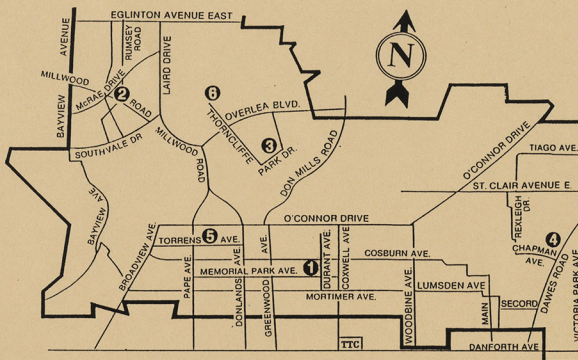
	1992	1993
<b>Expenses</b> (Unaudited)		
Books & Materials	517,276.	534,455.
Salaries & Benefits	2,412,285.	2,369,450.
Utilities, Rent & Insurance	163,068.	175,438.
Repairs & Maintenance	93,170.	95,599.
Debentures	189,116.	184,881.
Other	292,695.	245,541.
<b>TOTAL</b>	<b>\$3,667,610.</b>	<b>\$3,605,364.</b>

1993 EXPENDITURES (UNAUDITED)



Population	102,696	Reference Questions	54,654
Circulation (All Materials)	928,686	Dial-in Access Calls	5,441
Books & Materials Held	265,464	Holds Placed	26,555
Registration	47,967	Program Attendance	30,740





## Locations

### 1. S. WALTER STEWART BRANCH

170 Memorial Park Avenue

396-3975

### 2. LEASIDE BRANCH

165 McRae Drive

396-3835

### 3. THORNCLIFFE BRANCH

48 Thorncliffe Park Drive

396-3865

### 4. DAWES ROAD BRANCH

416 Dawes Road

396-3820

### 5. TODMORDEN ROOM

Pape and Torrens Avenue

396-3875

### 6. ADMINISTRATIVE OFFICES

2 Thorncliffe Park Drive, Unit 34

396-3800

**DIAL-IN ACCESS (416) 425-9280**

## Managers

### ALICE LORRIMAN

S. Walter Stewart Branch

Deputy Chief Executive Officer

ROBERT ALLISON (to July 29)

Leaside Branch

PATRICIA GOODFELLOW

Thorncliffe Branch

NANCY CHAVNER

Dawes Road Branch

CAROL UFFORD

Automation and Technical Services

## East York Public Library Board

JOHN S. RIDOUT - Chair

BILL BUCKINGHAM - Vice Chair

VALERIE CHAVOSSY

KAREN INGHAM

COUNCILLOR LORNA KRAWCHUK

CLIVE PROBERT

HAZEL THORNTON-LAZIER

SONIA VAN HEERDEN

SCOTT WILLIAMS

BEY L. GRIEVE

Chief Executive Officer and Secretary-Treasurer

