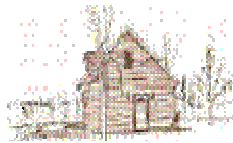


King Township Public Library

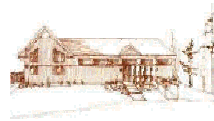
2003

ANNUAL REPORT

www.king-library.on.ca



Ansnorveldt



King City



Nobleton



Schomberg

Enter inquisitive...

Leave enlightened!

King Township Public Library

1970 King Road, King City, Ontario

L7B 1A6

A year in review...

Content

The library system offers a range of materials to assist the community with their information needs.

- 67,538 books
- 80 Magazine titles in print format
- 3,362 Videos and DVDs
- 3,167 talking books & kits
- 2,073 Music CDs
- Web site access to:

2000+ full text electronic magazines and newspapers

8,000+ electronic books covering a wide array of subjects.

Digitized materials including Women's Institute records &

Remembrance Day Resources. www.king-library.on.ca

- Proprietary access to the Toronto Star's "*Pages of the Past*", a digitized fully searchable record of the newspaper from 1894

Services

- A friendly and knowledgeable staff always willing to assist with your search for information.
- Library web site: provides access to 2000+ magazines 24/7 and links to local businesses, community groups.
- Public access to the Internet at all locations.
- Local History / genealogy resources
- Community bulletin boards and meeting rooms
- Story time programmes, babysitting courses, special programmes such as summer reading programmes and book clubs, ESL classes.
- Interlibrary loan - the library lent 769 books to other libraries and borrowed 761 on behalf of our patrons.
- Library tours and instruction.

Library use statistics

<u>2003</u>	<u>2002</u>
• 129,584 patron visits	147,000
• 146,945 materials borrowed	144,674
• 12,887 reference questions answered	10,722
• 10,622 in library Internet sessions,	9,074
• 41,504 visits to the library's web page	31,350
• 3,261 programme attendance	4,322
• 223 groups used the library's meeting room facilities	241

Highlights of 2003

- **Strategic Plan:** Staff began to implement the initiatives outlined in the plan. These initiatives included development of readers' advisory resources; book clubs; summer reading programmes; staff training; improved displays of materials; significant improvements to public spaces within the libraries; implementation of both policies and technologies that ensure the library system continues to meet public expectations for service. (*please see* the library's web site for more details.)
- **Web site:** Staff continued to add valuable web links to outside information resources and agencies throughout the year. *www.king-library.on.ca*
- **A modern online catalogue:** The Library Board and its staff reviewed and then selected a new catalogue to replace its obsolete DOS based system.
- **Collection study:** Working with the assistance of the Southern Ontario Library Service staff reviewed the library's collection of print materials. Recommendations from that study will be addressed in the 2004 budget year.
- **Policy Maintenance:** The Chief Executive Officer, in partnership with the Library Board's Policy Committee continued to review and upgrade policies as necessary.
- **Outreach & Partnerships:** Library staff continued to lend support to community partners by participating in fairs, parades, Chamber of Commerce initiatives and other local events that benefit residents of the township. This included significant involvement with the consultant hired to draft a new Parks and Recreation Master Plan.
- **Alternative Funding:** The Library Board and its staff pursued various alternative funding options to support its public service needs. Funding for the library's new online catalogue was requested and received through the Ontario Trillium Foundation and the Schomberg Lions Club ran a raffle on the library's behalf.
- **Accessibility Advisory Committee:** Library staff worked with the committee to document and improve issues related to accessibility across the library system.
- **Building and Property maintenance:** The Library Board and the Library's CEO continued to work with the Township's CAO to pursue further efficiencies in the areas of building and property maintenance.
- **SARS & the massive power outage of 2003** had a negative impact on library business as it did throughout the province.

Plans for 2004

- **Strategic Plan:** Staff will continue with the implementation process of the plan during this second year of the three-year initiative.
- **Library Catalogue:** The new Ibistro/Unicorn catalogue will be launched in the spring of 2004. The new catalogue will allow patrons and staff greater flexibility in finding and gathering information. It will also offer a more integrated approach to combining in-house resources with those available through the Internet.
- **Archival Database:** In association with the new catalogue the Library will purchase a new archival database called **Hyperion**. Through partnerships with the King Archives and possibly the Clerk's Department at King Township a wealth of materials of interest to residents of King and beyond will be made accessible online through this database.
- **Increased public hours:** With the approval of the Mayor and Council an additional evening of public service hours will be launched at the Schomberg Library to meet the needs of that community.
- **Web site:** Staff will continue to make improvements to the web site and harness its integration with a new library catalogue to maximize access to information.

- **Collection Development:** Staff will be purchasing more materials in the areas identified by the 2003/04 collection study as being in need of attention.
- **Children's & Young Adult Services:** The Library will increase its services to YA patrons with programmes, homework resources, and reading clubs being offered in 2004.
- **Library Trends:** The Deputy Chief Librarian will take on the task of forecasting future needs of the library in terms of electronic services.
- **Policy Development:** As required by the Ontario's Municipal Act, public libraries and townships across the province will be reviewing their purchasing and hiring policies. This work will be in addition to the annual policy reviews conducted by the Library Board.

2003 FINANCIAL STATEMENT

Revenues

Municipal Contribution:

Operating	779,237
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Capital	16,270
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Grants

Province of Ontario	29,146
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Other Revenue	6,169		General
	<u>63,392</u>		

Total Revenues	894,214
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Expenditures

Salaries, wages, and benefits	594,416
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Materials & Equipment	110,116
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Building Maintenance & General Expenses	164,922
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Capital Expenditures	16,686
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Grant expenses	<u>0</u>
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Total Expenditures	886,140
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Net revenue (expenditures)	8,074
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Fund balance beginning of year (3,279)

Fund balance end of year 4,795

DONATIONS/GRANTS

Donations over \$1,000: Len Osin Foundation

Schomberg Lions Club – assistance with the Kayak Raffle in support of the new online catalogue.

Grants from: Industry Canada: Community Access Programme, Human Resources Development Canada, Ministry of Culture.

KING TOWNSHIP

PUBLIC LIBRARY

2003

BOARD MEMBERS

Marilyn Harding, Chair

Virginia Atkins

Gordon Craig

Shirley Ormsby

William Plaus

Michael Schwartzkopf

Linda Stewart

Norma Townsend

Councillor Steve Pellegrini

Murray McCabe, Chief Executive Officer

Library Locations

<p>Ansnoeveldt Library Ansnoeveldt, Ontario. L3Y 4V9 905.775.8717</p>	<p>King City Library 1970 King Road King City, Ontario L7B 1A6 905.833.5101</p>
<p>Nobleton Library 8 Sheardown Road Nobleton, Ontario L0G 1N0 905.859.4188</p>	<p>Schomberg Library 77 Main Street Schomberg, Ontario L0G 1T0 905.939.2102</p>