

**King Township  
Public Library**

**2004  
ANNUAL REPORT**

*[www.king-library.on.ca](http://www.king-library.on.ca)*



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 rich mix of information resources to assist the community with their information needs.

- 62,175 books
- 80 Magazine titles in print format
  - 3,497 Videos and DVDs
  - 2,846 talking books & kits
    - 2,141 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](http://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 1031 books to other libraries and borrowed 1230 on behalf of our patrons.
    - Library tours and instruction.



## Highlights of 2004

- **Strategic Plan:** Staff continued implementing 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. (*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](http://www.king-library.on.ca).
- **A modern online catalogue:** The Library Board and its staff selected and then installed a new online catalogue in May. The catalogue has had an immediate positive impact on public service. Patrons are now able to access the library's holdings from home and request materials online.
- **Wireless Internet access:** With the assistance of a federal Community Access Programme grant the library was able to install wireless equipment at three of the libraries four branches.
- **Collection Development & Maintenance:** Managers continued the task of rejuvenating the collections and added electronic databases Tumblebook and Novelist. A review of borrowing statistics for circulating items show an 8.4% increase since the year 2000, a remarkable level of growth given King's fairly static demographics.
- **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 provide support to community partners by participating in fairs, parades, Chamber of Commerce initiatives and other local events that benefit residents of the township. As in other years the library system participated in co-op student placements from the King City High school to the advantage of everyone.
- **Alternative Funding:** The Library Board through its CEO was successful in obtaining an additional Community Access Programme grant for support of computers at King City and Nobleton libraries. The CEO has also applied for a grant through the Ministry of Culture to support development of the new Hyperion archival database.

## Plans for 2005

- **Strategic Plan:** Staff will continue with the implementation process of the plan during its third and final year.
- **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.
- **Library Catalogue:** Senior staff will continue to activate various features of the catalogue including the posting of electronic database titles into its holdings list.
- **Hyperion Archival Database:** A contract librarian will be hired with a grant from the Ministry of Culture to develop content for the database. This will be done in conjunction with the Library's community partners, the King Archives and the Clerk's Department at King Township. The project is expected to have province wide implications with regard to building a template of procedures and policies for other communities to undertake such an initiative.
- **Increased public hours:** The Library Board aims to provide an afternoon of summer children's programming at the Ansnorveldt Library. In past years the facility has not been open during the day- time in July and August.
- **Collection Development:** With the use of money collected through development charges staff will be purchasing new reference materials and other core collection items.
- **Children's & Young Adult Services:** The Library will continue to increase programming and resources for teens in the community. In the fall a teen advisory group will be created to assist the manager in charge with future planning needs.
- **Alternative Funding:** The CEO and Library Board will continue to apply for grants and examine potential fundraising opportunities to support public services.
- **Community Needs Assessment:** During 2005 the library will undertake a new review of community needs as they relate to library services. The last review was completed in the spring of 2000. Input will be sought from the public to ensure best results.

## 2004 FINANCIAL HIGHLIGHTS

### Revenues

Municipal Contribution:

|           |         |
|-----------|---------|
| Operating | 861,000 |
| Capital   | 44,070  |

Grants

|                     |        |
|---------------------|--------|
| Province of Ontario | 29,146 |
| Other               | 32,826 |

### Total Revenues

1,039,429

General Revenue

72,387

### Expenditures

|                                  |               |
|----------------------------------|---------------|
| Salaries, wages, and benefits    | 658,126       |
| Materials                        | 120,429       |
| Building Maintenance & Utilities | 49,976        |
| General operating expenses       | 133,112       |
| Capital Expenditures             | <u>79,408</u> |

### Total Expenditures

1,041,051

Net expenditures

(1,622)

Fund balance beginning of year

4,795

Fund balance end of year

3,173

### DONATIONS/GRANTS

Donations over \$1,000: Len Osin Foundation, Mr. Martin and Ms. Wraith; Ms. H.Schmidt. We also acknowledge the many friends of the library that have made other significant contributions throughout the year.

Grants from: Industry Canada: Community Access Programme, Human Resources Development Canada, Ministry of Culture; The Ontario Trillium Foundation

\*Reviewed by Grant Thornton LLP, Chartered Accountants

\* The audited financial statements are available through the Chief Librarian

## Library use statistics

### 2004

- 132,392 patron visits
- 154,797 materials borrowed
- 13,860 reference questions answered
- 12,056 in library Internet sessions,
- 41,846 visits to the library's web page
- 4,904 persons attending programmes
- 282 meeting room rentals

### 2003

129,584  
146,945  
12,887  
10,622  
41,504  
3,261  
223

# KING TOWNSHIP PUBLIC LIBRARY

2004

## *BOARD MEMBERS*

Gordon Craig, Chair  
Virginia Atkins  
Bob Gwalchmai  
Marilyn Harding  
Sylvia Pal  
William Plaus  
Michael Schwartzkopf  
Barry Wallace  
Councillor Steve Pellegrini

Murray McCabe, Chief Executive Officer

---

## **Community Libraries**

Ansnoeveldt Library  
Ansnoeveldt, Ontario.  
L3Y 4V9  
905.775.8717

King City Library  
1970 King Road  
King City, Ontario  
L7B 1A6  
905.833.5101

Nobleton Library  
8 Sheardown Road  
Nobleton, Ontario  
L0G 1N0  
905.859.4188

Schomberg Library  
77 Main Street  
Schomberg, Ontario  
L0G 1T0  
905.939.2102