

**BURNABY PUBLIC LIBRARY BOARD**

**AGENDA**

Regular Meeting

DATE: 2019 June 20 (Thursday)

PLACE: Willow Room  
Cameron Recreation Complex  
9523 Cameron Street

TIME: 19:00h (7:00pm)

**Our dream is:**

***A welcoming community where all people can explore, learn and connect.***

**To realize our dream:**

***We empower the community to engage with and share stories, ideas and information.***

We are gathered on the traditional and unceded territories  
of the Musqueam, Squamish and Tsleil-Waututh nations.

PAGE NO.

1. **Motion** to receive agenda

2. Minutes

**Motion** to adopt the minutes of the regular meeting held 2019  
May 16 as circulated

ENCLOSED

3. Correspondence

**Motion** to receive correspondence

i) from Blanka Zeinabova, Deputy City Clerk, dated 2019 May 28

**1-2**

4. Reports

i) Board Chair (verbal)

ii) Council Liaison (verbal)

iii) InterLINK Representative (verbal)

5. Items Requiring a Decision

i) Provincial Government Grants to Public Libraries

**3-6**

Purpose: To recommend that the Library engage in advocacy  
for increasing provincial funding to public libraries.

ii) Adding Donations to Library Collections

**7-10**

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Purpose: To recommend that the Library discontinue the practice of adding donated books and other materials to the collection.

6. Items for Information

i) eContent for Libraries Campaign

**11-12**

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Purpose: To provide the Library Board with information about the Canadian Urban Libraries Council's advocacy campaign.

7. Report of the Chief Librarian

i) Newspaper Clippings

SENT VIA DIGITAL  
AGENDA PACKAGE

Purpose: To provide the Library Board with information regarding media articles published in the past month that referenced the library.

8. Other Business

9. Next Library Board Meeting – 2019 July 18 at 7:00pm in the 3<sup>rd</sup> floor Board Room at the Bob Prittie Metrotown Branch, 6100 Willingdon Avenue.

10. Adjournment

**Motion** that the regular meeting adjourn and that the Board resolve itself into an in camera meeting from which the public is excluded to consider a patron ban.



Office of the City Clerk

K. O'Connell, City Clerk  
B. Zeinabova, Deputy City Clerk

2019 May 28

FILE: 02430-07

Ms. Beth Davies  
Chief Librarian  
Burnaby Public Library  
6100 Willingdon Avenue  
Burnaby, BC V5H 4N5

Dear Ms. Davies:

**SUBJECT: Burnaby Public Library Board – 2018 Annual Report**  
Delegation 4(A), Open Council Meeting 2019 May 27

On behalf of Council, I wish to thank you and Lorraine Shore for appearing before Burnaby City Council, at the Open Council meeting held on 2019 May 27.

Council appreciates the valuable work of your volunteers, the Library Board members, and the staff at the libraries across Burnaby.

Thank you again for presenting your Annual Report to Burnaby City Council.

Yours truly,

  
Blanka Zeinabova  
Deputy City Clerk

BZ:rj





**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2019 JUNE 20

**SUBJECT:** PROVINCIAL GOVERNMENT GRANTS TO PUBLIC LIBRARIES

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### **RECOMMENDATION:**

**THAT** Burnaby Public Library engage in advocacy to request that the Province of British Columbia increase funding to public libraries.

### **REPORT**

#### **Background**

The Province of British Columbia provides \$14 million in grants to public libraries annually. This grant funding has been static since 2010, and the lack of regular increases means that each year libraries receive less and less provincial funding, due to inflationary pressures. Funding is provided to individual libraries; in 2018, BPL received a grant of \$476,627, which represents 3.4% of our total revenue. The attached letter provides details about this grant.

The BC Public Library Partners (BC Library Trustees Association, Association of BC Public Library Directors, BC Library Association and BC Libraries Cooperative) launched a campaign at the BC Library Conference in May to advocate for an increase to the provincial funding for public libraries from \$14 million to \$20 million – branding the campaign as \$20 million for 2020. The provincial budget consultations are taking place in June 2019.

#### **Advocacy Activities**

The Chief Librarian and Board Chair have discussed four key activities:

- The Board Chair asked to speak at the Select Standing Committee on Finance and Government Relations public hearing in Vancouver on June 20; the hearing is full, and the Board Chair has been placed on a waitlist.
- The Board Chair and Chief Librarian will send a written submission to the Select Standing Committee on Finance and Government Relations, cc'ing the Minister of Education and local MLAs.

- The Board Chair and Chief Librarian will communicate with City of Burnaby Mayor and Council to brief them on proposed resolutions on increasing provincial funding to libraries coming to September's Union of BC Municipalities convention.
- BPL staff will amplify the \$20 million for 2020 campaign through the library's communication channels, including social media.

A handwritten signature in grey ink, appearing to read "Beth Davies".

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY



VIA EMAIL

June 10<sup>th</sup> 2019

Beth Davies, Chief Librarian  
Burnaby Public Library  
Email: [beth.davies@bpl.bc.ca](mailto:beth.davies@bpl.bc.ca)

**Subject: Changes in the Grant levels for Burnaby Public Library**

Dear Beth,

Thank you for your questions regarding changes in the grant levels for Burnaby Public Library and specially your library's OneCard grant. I have provided a comparative look at the provincial grant allocations for your library from 2017 to 2019. Funding for 2019 was allocated March 31<sup>st</sup> for 2019 and the [Public Libraries Provincial Grants Allocations 2019 Grants](#) is available on our website.

**Burnaby Public Library Provincial Grants 2017-2019**

<b>Burnaby Public Library Grants</b>	<b>2017 (Pop. 238,209)*</b>	<b>2018 (Pop. 232,755)*</b>	<b>2019 (232,755) *</b>
Per Capita Operating Grant	\$424,012	\$414,304	\$414,304
Resource sharing Grant	\$11,390	\$11,084	\$11,460
OneCard grant	\$66,428	\$46,739	\$39,816
Literacy and equity Grant	\$4,500	\$4,500	\$4,500
Total	\$506,330	\$476,627	\$470,080

Total annual provincial funding to B.C. public libraries is \$14M. The Ministry of Education, through the Libraries Branch, annually reviews against the total funds to determine where those funds should be allocated. Across the province we have seen a decline in OneCard transactions but an increase of InterLibrary Loans (reflected in the Resource Sharing Grant). As such, a reduction was made to the rate for OneCard while maintaining the rate for Resource Sharing in 2019.

The reduction of your library's OneCard grant was a result of the decrease in the 2019 OneCard rate and a decrease in your library's OneCard circulation (more details are below).

**OneCard Grant**

BC OneCard grants are based on either a tiered or piece rate (whichever is greater) for materials lent and returned in the previous calendar year.

Between 2017-2019 the Burnaby Public library exceeded the tier limit of \$5,500 for checked out items to BC OneCard holders but did not exceed the tier amount for items returned to the library.

Years	OneCard Rate	Circ. Model	Circulation total	Circ. grant	Return Model	Return grant	Total OneCard Grant
2017	\$.085	Rate	716,797	\$60,928	Tier	\$5,500	\$66,428
2018	\$.06	Rate	687,309	\$41,239	Tier	\$5,500	\$46,739
2019	\$.05	Rate	686,318	\$34,316	Tier	\$5,500	\$39,816

### **Resource Sharing Grant**

The resource sharing grant is based on items lent during the previous year. The rate per item was \$2.24 for all these years.

Years	BPL's total ILLS for previous year	Total Grant amount
2017	5,085	\$11,390
2018	4,948	\$11,084
2019	5,116	\$11,460

Funding directly to public libraries is focused on increasing access to information and services across the province, while allowing each library to continue to be responsive to the needs of their communities. By working together, we can provide people with critical access to the information, technology, digital and learning resources and services they need to reach their full potential.

Please don't hesitate to contact me if you have any more questions.

Sincerely,



Mari Martin  
Director



**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** ASSISTANT DIRECTOR, COLLECTIONS & TECHNOLOGY  
BURNABY PUBLIC LIBRARY

**DATE:** 2019 JUNE 20

**SUBJECT:** ADDING DONATIONS TO LIBRARY COLLECTIONS

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**RECOMMENDATION:**

**THAT** Burnaby Public Library discontinue the practice of adding donated books and other materials to library collections.

**REPORT**

**Background**

BPL has a longstanding practice of accepting donations of books and other materials. Some of these donations are added to library collections, others are sold at library branches as a service to patrons with proceeds going to the library, and many are discarded.

The relevant sections of the Board Policy Manual are as follows:

**1.8.2 Cash Donations and In-Kind Gifts**

Any library materials or other gifts added to the collection must meet the selection criteria applied to the acquisition of all materials.

Gifts of books, other collection materials and equipment are accepted only on the principle that the Library has complete jurisdiction over their allocation. The Library will ensure that donations do not unduly influence the nature of library collections or services.

The library reserves the right to refuse gifts and donations that may not be in keeping with the goals, policies and standards of the library.

## **6.8 Donations**

The Library welcomes gifts/donations of books and other materials.

Gifts/donations are added according to the same selection criteria as purchased materials. The Library reserves the right to accept or discard any materials received as gifts/donations.

Gifts/donations that are not added to the collection are put in either a Library book sale or disposed of at the discretion of the Chief Librarian.

Once received, donated materials are the exclusive property of Burnaby Public Library.

Due to space constraints, the Library reserves the right to limit the number of items it can accept from a donor at any given time.

### **Impact of Accepting Donations**

Determining suitability, assessing demand, and inspecting materials for damage takes significant staff time. Donated materials do not form part of the regular workflow and adding these materials to the collections is more time-consuming than for purchased materials. As donations are a lower priority than newly acquired material, by the time staff have reviewed donated material and the library is ready to acquire and catalogue it, circumstances may have changed – holds have diminished, additional copies are no longer needed, and the cycle of review starts again. BPL has a healthy print collections budget and is able to purchase items that we do not currently own.

### **Policies and Practices at Other Libraries**

Most InterLINK libraries accept donations of library material and are like BPL in that they add some material to their collections and put the rest on sale tables. Many have Friends of the Library groups that accept and sort donations on their behalf.

Some larger libraries in Canada take donations but don't add donated material to their collections. Examples include Toronto, Edmonton and Calgary public libraries. Toronto and Edmonton accept only material that can be resold.

Staff found only one example of a library not taking donated material for resale: Hamilton Public Library only accepts donations of locally significant material for their archives and local history collections. They don't operate sale tables. Patrons are directed instead to agencies, thrift stores, hospitals and care centres that accept donations.

### **Recommended Next Steps**

Staff recommend that BPL discontinue the practice of adding donated books and other materials to library collections. Exceptions may be made, and tax receipts issued, for donations of significant value at the discretion of the Chief Librarian or the Assistant Director, Collections & Technology. The library will continue to accept donations of books and other library materials for resale at branch book sale tables for the benefit of the community, with proceeds directed to BPL projects.

Should the Library Board approve the recommendation, staff will develop print, online and in-person communication for staff and patrons, and revise existing print and online information. The Board Policy Manual will be updated in September as part of the regular policy manual updating schedule.

A handwritten signature in brown ink that reads "Trish Mau". The signature is written in a cursive, flowing style.

Trish Mau  
ASSISTANT DIRECTOR, COLLECTIONS & TECHNOLOGY  
BURNABY PUBLIC LIBRARY





**TO:** CHAIR AND TRUSTEES  
BURNABY PUBLIC LIBRARY BOARD

**FROM:** CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY

**DATE:** 2019 JUNE 20

**SUBJECT:** ECONTENT FOR LIBRARIES CAMPAIGN

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**RECOMMENDATION:**

**THAT** the Board receive this report for information.

**REPORT**

**Background**

The Canadian Urban Libraries Council is organizing an advocacy campaign to highlight issues with availability and pricing of ebooks and eaudiobooks for libraries. The campaign highlights the lack of availability of eaudiobook titles, including some prominent Canadian and Indigenous works, and the high price for ebooks compared to print books – for example *Fire and Fury: Inside the Trump White House*, BPL's most checked out non-fiction book of 2018, costs the library \$23.40 for the physical copy and \$60.00 for the digital copy.

**Advocacy Activities**

The Canadian Urban Libraries Council's advocacy activities include:

- A campaign website at [econtentforlibraries.org](http://econtentforlibraries.org) and a social media campaign using the hashtag #eContentForLibraries and encouraging individuals to contact big publishers directly.
- A print and online media strategy that resulted in many news articles in early 2019.
- Meetings with federal ministers and MPs in April and May to raise awareness of the issue and discuss potential political actions, for example Ottawa Public Library's resolution calls for "the federal government to investigate barriers faced by public libraries in acquiring digital publications and the problems these barriers pose for vulnerable demographic groups in Canada; and, to develop a solution that increases public access."

The Canadian Urban Libraries Council has also asked that member libraries:

- Meet with their local federal MPs to raise the issue of ebook and eaudiobook access and pricing.
- Meet with municipal politicians to raise the issue of ebook and eaudiobook access and pricing, with the aim of encouraging municipal politicians to raise the issue with their federal counterparts.
- Promote the CULC campaign through the library's communication channels, including social media.

Staff are planning to meet with federal MPs and in local ridings, and later in the year with candidates in local federal ridings. Staff are not planning to meet with municipal politicians at this time.

A handwritten signature in grey ink, appearing to read 'Beth Davies', is positioned above the typed name.

Beth Davies  
CHIEF LIBRARIAN  
BURNABY PUBLIC LIBRARY