Minutes – Executive Policy Committee – February 19, 2014

Minute No. 167
Report – Standing Policy Committee on Protection and Community Services – February 10, 2014

Item No. 6 Establishment of a Library Service Partnership between Winnipeg Public Library and the University of Manitoba Libraries

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

The Executive Policy Committee concurred in the recommendation of the Standing Policy Committee on Protection and Community Services and submitted the following to Council:

1. That the Library Services Division, Community Services Department, be permitted to enter into a pilot partnership with the University of Manitoba to establish a Leisure Reading Collection for the use of faculty, students and the general public, at the University of Manitoba, Neil John MacLean Medical Library.

2. That the Proper Officers of the City of Winnipeg be authorized to do all things necessary to implement the intent of the foregoing.

Minutes – Executive Policy Committee – February 19, 2014

Report – Standing Policy Committee on Protection and Community Services – February 10, 2014

DECISION MAKING HISTORY:

Moved by Councillor Mayes,

That the recommendation of the Standing Policy Committee on Protection and Community Services be concurred in and forwarded to Council.

Carried

STANDING COMMITTEE RECOMMENDATION:

On February 10, 2014, the Standing Policy Committee on Protection and Community Services concurred in the recommendation of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: **Establishment of a Library Service Partnership between Winnipeg Public Library and the University of Manitoba Libraries**

Critical Path: Standing Policy Committee on Protection and Community Services - Executive Policy Committee - Council

AUTHORIZATION

Author	Department Head	CFO	CAO
R. Walker	C. Wightman	M. Ruta	D. Joshi A/CAO

RECOMMENDATIONS

1. That the Library Services Division, Community Services Department, be permitted to enter into a pilot partnership with the University of Manitoba to establish a Leisure Reading Collection for the use of faculty, students and the general public, at the University of Manitoba, Neil John MacLean Medical Library.

2. That the proper officers of the City of Winnipeg be authorized to do all things necessary to implement the intent of the foregoing.

REASON FOR THE REPORT

Council authority is required to enter into a formal partnership agreement.

IMPLICATIONS OF THE RECOMMENDATIONS

Leisure collections are deposits of popular print material (e.g. bestsellers, new releases) that are established through public libraries and made available to students, faculty and the general public on university campuses to provide leisure reading material that is not generally part of the curriculum.

Traditionally, university libraries do not have funding to support non-curriculum based collections; yet, there is growing demand for leisure reading material by faculty, students and the general public who use those libraries.

Public Libraries do spend significant portions of their materials budgets on collections that support the leisure reading needs of its users.

By providing small, short-term deposit collections of leisure reading materials to faculty, students and public on academic campuses, public libraries benefit from a broader exposure of their collections and services to this user group who might not visit a public library. In addition, public libraries gain increased circulation and see an increase in new public library memberships.

Several public library systems in Canada have established similar partnerships with academic libraries to more efficiently share resources and meet the needs of their clients. The establishment of leisure collections has been done most recently between the Saskatoon Public Library and the University of Saskatchewan Libraries.

This pilot project would see the establishment of a Leisure Reading Collection of approximately 250 books purchased annually with joint funding from Library Services and the University of Manitoba Libraries. Each partner will spend approximately $3,500 on the purchase of new books annually. The University of Manitoba funding for this collection will come from a special endowment fund. Library Services' funding will come from within its existing materials budget. At the end of the deposit period, all the material purchased will be returned to Library Services for possible inclusion in it collections.

The University of Manitoba will also provide funding to purchase the shelving, marketing materials and signage for the establishment of the collection.

The material will be placed on deposit at the Neil John McLean Medical Library at the Health Sciences Centre on a deposit basis. At regular intervals the material will be integrated back into Library Services' collection for the ongoing benefit of its customers.

Library Services will use its existing book suppliers to purchase and catalogue the material to the public library standards.

The collection will be housed at the Neil John McLean Medical Library at the Health Sciences Centre and maintained by university staff. It will be checked out using the University of Manitoba library card system. The University of Manitoba circulation rules and fees will be followed.

Library Services will also arrange periodic visits to the Neil John McLean Medical Library at the Health Sciences Centre to familiarize faculty, students and the general public with the collection, register public library card holders, and provide other information about the services and programs of the Winnipeg Public Library.

If approved, the partners will work to have a signed agreement in place, the collection established and all policies in place for a launch in late March 2014.

The pilot project will be evaluated after the first year to determine its success and whether it should be continued and/or expanded to other locations on the university campus.

HISTORY

In the Fall of 2013, the University of Manitoba Libraries approached the Library Services Division with the idea of establishing a Leisure Reading Collection for faculty, students and the general public who use university libraries.

FINANCIAL IMPACT

Financial Impact Statement

Date: January 16, 2014

Project Name:

Establishment of Library Service Partnership between Winnipeg Public Library and the University of Manitoba Libraries

First Year of Program **2014**

	2014	2015	2016	2017	2018
Capital					
Capital Expenditures Required	$ -	$ -	$ -	$ -	$ -
Less: Existing Budgeted Costs	-	-	-	-	-
Additional Capital Budget Required	$ -	$ -	$ -	$ -	$ -
Funding Sources:					
Debt - Internal	$ -	$ -	$ -	$ -	$ -
Debt - External	-	-	-	-	-
Grants (Enter Description Here)	-	-	-	-	-
Reserves, Equity, Surplus	-	-	-	-	-
Other - (Enter Description Here)	-	-	-	-	-
Total Funding	$ -	$ -	$ -	$ -	$ -
Total Additional Capital Budget Required	$ -				
Total Additional Debt Required	$ -				
Current Expenditures/Revenues					
Direct Costs	$ 7,000	$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery	3,500	-	-	-	-
Net Cost/(Benefit)	$ 3,500	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts	3,500	-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments:

Sufficient funds exist within the 2014 Adopted materials budget, Library Services Division, to fund its share ($3,500) of the pilot partnership with the University of Manitoba for a Leisure Reading Collection at the Neil John MacLean Medical Library, University of Manitoba.

"Original signed by"

Cindy Fernandes, CMA
Controller
Community Services Department

CONSULTATION

In preparing this report there was consultation with:

SUBMITTED BY

Department:	Community Services
Division:	Library Services
Prepared by:	Rick Walker
Date:	January 16, 2014
File No.	