Minutes – Executive Policy Committee – April 22, 2015

Report – Standing Policy Committee on Protection and Community Services – April 13, 2015

Item No. 4 Library Services Multilingual Collection Program

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 of the Community Services Department enter into a formal funding agreement with the Province of Manitoba, Manitoba Culture, Heritage, Tourism and Sport, Public Library Services Branch (PLS) to purchase library materials in a variety of languages (Multilingual Collection) that will be loaned between Library Services and rural public libraries.

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the agreement to purchase the Multilingual Collection that will be loaned between Library Services and rural public libraries, in accordance with the terms and conditions set forth herein and such other terms and conditions deemed necessary by the Director of Legal Services and City Solicitor to protect the interests of the City.

3. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all similar future agreements to purchase Multilingual Collection materials that will be loaned between Library Services and rural public libraries, in accordance with terms and conditions similar to those set forth herein and such other terms and conditions deemed necessary by the Director of Legal Services and City Solicitor to protect the interests of the City.

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

Minutes – Executive Policy Committee – April 22, 2015

Report – Standing Policy Committee on Protection and Community Services – April 13, 2015

DECISION MAKING HISTORY:

Moved by Councillor Browaty,

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 April 13, 2015, the Standing Policy Committee on Protection and Community Services concurred in the recommendations of the Winnipeg Public Service and submitted the matter to the Executive Policy Committee and Council.

ADMINISTRATIVE REPORT

Title: **Library Services Multilingual Collection Program**

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	M. Jack A/CAO

RECOMMENDATIONS

1. That the Library Services Division of the Community Services Department enter into a formal funding agreement with the Province of Manitoba, Manitoba Culture, Heritage, Tourism and Sport, Public Library Services Branch (PLS) to purchase library materials in a variety of languages (Multilingual Collection) that will be loaned between Library Services and rural public libraries.

2. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of the agreement to purchase the Multilingual Collection that will be loaned between Library Services and rural public libraries, in accordance with the terms and conditions set forth herein and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

3. That authority be delegated to the Chief Administrative Officer to negotiate and approve the terms and conditions of all similar future agreements to purchase Multilingual Collection materials that will be loaned between Library Services and rural public libraries, in accordance with terms and conditions similar to those set forth herein and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. 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 formal agreements.

IMPLICATIONS OF THE RECOMMENDATIONS

In 2014, the Community Services Department's Library Services Division was provided with $10,000 in funding from PLS to purchase library material in various languages to be borrowed by Library Services customers and to be loaned to rural public libraries through an interlibrary loan process.

The Division purchased titles based on the needs of its library customers and those of rural libraries. These titles were catalogued, processed and added to the collection at the Millennium Library. They were then made available to all Library Services customers and to rural public libraries through an interlibrary loan process.

With the funding provided, the Library Services Division purchased approximately 300 books in the following languages – Russian, Arabic, Japanese, Polish, Portuguese, Spanish and Amharic.

From these added titles, and the growing collection of multilingual materials at Library Services, rural public library customers borrowed approximately 200 titles.

As a result of this initial effort to provide the City's Library customers and rural public library users with access to a wider range of library material in a variety of languages, the Library Services Division and the Public Library Services Branch would like to continue this arrangement and would like to formalize this agreement.

Funding for this initiative is subject to annual Provincial budget availability, which will be included as a condition in the formal agreement.

Library Services will be able to increase the number of books in various languages available to library users in Winnipeg and other rural public libraries. This will result in increased usage of public libraries and the services they offer.

HISTORY

In 2014, the Library Services Division of the Community Services Department worked with PLS on a project to purchase material in a variety of languages (Multilingual Collection) and shared this material with the City's library customers and rural public libraries through an interlibrary loan process.

In December 2014, PLS approached the Division indicating they are interested in continuing this program in 2015.

FINANCIAL IMPACT

Financial Impact Statement **Date:** March 6, 2015

Project Name: **First Year of Program** **2015**

Library Services Multilingual Collection Program

	2015	2016	2017	2018	2019
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	$ 10,000	$ -	$ -	$ -	$ -
Less: Incremental Revenue/Recovery	10,000	-	-	-	-
Net Cost/(Benefit)	$ -	$ -	$ -	$ -	$ -
Less: Existing Budget Amounts		-	-	-	-
Net Budget Adjustment Required	$ -	$ -	$ -	$ -	$ -

Additional Comments: There is a net zero financial impact associated with this report. The Library material operating budget will increase by $10,000 each year of the agreement offset by a Provincial recovery of an equal amount.

"Original signed by"

Cindy Fernandes, CMA
Manager, Finance and Administrative Services
Community Services Department

CONSULTATION

In preparing this report there was consultation with:

Legal Services Department

SUBMITTED BY

Department:	Community Services
Division:	Library Services
Prepared by:	Rick Walker, Manager
Date:	March 6, 2015
File No.	