

## Mission Statement

*Freedom to Discover.*

## Strategic Priorities

*Strengthening Communities*

*Strengthening Individuals*

*Strengthening Our Organization*

## HAMILTON PUBLIC LIBRARY BOARD

Regular Board Meeting  
Wednesday, October 21, 2009  
Central Library, Board Room

5:30 p.m. Dinner  
6:00 p.m. Meeting

### AGENDA

1. Discussion Period
2. Acceptance of the Agenda
3. Minutes of the Hamilton Public Library Board Meeting of Wednesday, September 23, 2009 Attachment #3
4. Presentations
  - 4.1 Lynden Library – Architects Present
5. Consent Items
  - 5.1 Chief Librarian's Report Attachment #5.1  
Suggested Action: Receive
6. Business Arising
  - 6.1 2009/2010 Operating Budget – WG Attachment #6.1  
Suggested Action: Receive
  - 6.2 RFID Update – PT Attachment #6.2  
Suggested Action: Receive
  - 6.3 Carpenter's Union – KR Attachment #6.3  
Suggested Action: Receive
7. Correspondence
8. Reports

9. **New Business**

9.1 Dundas Trust/Westdale Reserves – BG

Attachment #9.1

**Suggested Action: Recommendation**

9.2 AODA Response re Built Environment – BH

Attachment #9.2

**Suggested Action: Receive**

10. **Private and Confidential**

11. **Date of Next Meeting**

Wednesday, November 18, 2009

**Central Library, Board Room, 5<sup>th</sup> Floor**

5:30 p.m. Dinner

6:00 p.m. Meeting

12. **Adjournment**

**HAMILTON PUBLIC LIBRARY**  
**LIBRARY BOARD**

**UPCOMING/OUTSTANDING ISSUES**

<b>Issue</b>	<b>Date Action Initiated</b>	<b>Admin Member/Staff Who Initiated</b>	<b>Month item will appear on Agenda</b>

**HAMILTON PUBLIC LIBRARY BOARD  
Regular Meeting**

**Wednesday, September 23, 2009  
Central Library, Board Room  
5:30 p.m. Dinner  
6:00 p.m. Meeting**

**MINUTES**

**PRESENT:** Jennifer Gautrey, George Geczy, Suzan Fawcett, Krzysztof Gumieniak, Santina Moccio, Mary Ann Leach, Doreen Horbach, Councillor Jackson, George Nakamura

**REGRETS:** Maureen McKeating, Councillor Pearson

**STAFF:** Beth Hovius, Lisa DuPelle, Paul Takala, Ken Roberts, William Guise, Maureen Sawa, Karen Hartog

**GUESTS:** Robert Plant, Robert Foster, Mary Sakaluk

Ms Gautrey called the meeting to order at 6:05 p.m.

**1. DISCUSSION PERIOD**

- 1.1 Mr. Takala introduced two recently hired managers to the Library Board. Ms Mary Sakaluk and Mr. Robert Foster were welcomed by the Library Board Chair.
- 1.2 Mr. Plant distributed media packages to Library Board members. The information was placed in the new HPL book bags which were also handed out to McMaster University students during Frosh Week.

**2. ACCEPTANCE OF THE AGENDA**

Item 6.2 was moved to the Presentation section.

**MOVED** by Mr. Gumieniak, seconded by Ms Horbach,

**THAT THE AGENDA BE APPROVED AS AMENDED.**

**MOTION CARRIED.**

**3. MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF WEDNESDAY, JUNE 17, 2009**

**MOVED** by Ms Leach, seconded by Ms Horbach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MINUTES OF WEDNESDAY, JUNE 17, 2009 BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

4. **PRESENTATIONS**

5. **CONSENT ITEMS**

**MOVED** by Ms Fawcett, seconded by Ms Leach,

**THAT CONSENT ITEM 5.1, 5.2, 5.3 and 5.4 BE APPROVED AS PRESENTED.**

**MOTION CARRIED.**

5.1 That the Hamilton Public Library Board allow for the delay of opening operations up to a maximum of three times a year in order to conduct fire drills.

5.2 That the Board approve the following wage rates for all casual non-union employees and that these rates be implemented effective January 1, 2010.

New Grid effective January 1, 2010

	Step 1	Step 2
Casuals/Shelfreaders	10.25	10.76

5.3 That the lease between the Hamilton Public Library Board and Mayfair Properties Inc. be renewed for a period of ten years from November 1<sup>st</sup>, 2009 and expiring on October 31<sup>st</sup>, 2019 at an annual rental cost of \$158,000 per annum; and

That the Chair of the Hamilton Public Library Board be authorized to sign the lease amending agreement on behalf of the Library Board.

5.4 That the Hamilton Public Library Board approve the following Christmas/New Years closure periods for 2010:

All locations of the Hamilton Public Library will close December 24<sup>th</sup>, 2010 and will remain closed through to December 27<sup>th</sup>, 2010, and

That the Library reopen on December 28<sup>th</sup> and service hours be adjusted from December 28<sup>th</sup> through December 30<sup>th</sup> as noted below, and

That the Library close on December 31<sup>st</sup>, 2010.

6. **BUSINESS ARISING**

6.1 Facilities Update

Received for information.

6.2 Website and Portal Presentation

Mr. Takala provided an overview of the Library's new website.

**MOVED** by Ms Horbach, seconded by Mr. Geczy,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE TERMS OF REFERENCE FOR THE COMMUNITY LEADERSHIP TEAM (APPENDIX I) FOR MYHAMILTON.**

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE FOLLOWING POLICIES FOR THE NEW MYHAMILTON: ACCEPTABLE USE POLICY (APPENDIX II); COPYRIGHT AND INTELLECTUAL PROPERTY POLICY (APPENDIX III) AND PRIVACY POLICY (APPENDIX IV).**

**MOTION CARRIED.**

7. **CORRESPONDENCE**

No correspondence.

8. **REPORTS**

8.1 Report from the Audit Committee

**MOVED** by Mr. Nakamura, seconded by Mr. Geczy,

**THAT THE REPORT FROM THE AUDIT COMMITTEE MEETING OF WEDNESDAY, JULY 29, 2009 BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

8.2 Chief Librarian's Report

Received for information.

9. **NEW BUSINESS**

9.1 Terryberry and Sherwood Renovations

**MOVED** by Mr. Gumieniak, seconded by Ms Moccio

**THAT \$300,000 FROM THE RESERVE FOR ACCESSIBILITY, HEALTH AND SAFETY (#106013) AND UP TO \$300,000 FROM THE RESERVE FOR LIBRARY MAJOR CAPITAL PROJECTS (#106008) BE USED TO REFURBISH SHERWOOD AND TERRYBERRY LIBRARIES.**

**MOTION CARRIED.**

9.2 2010 Draft Operating Budget

Received for information.

9.3 2010 Capital Budget Submission

**MOVED** by Ms Horbach, seconded by Ms Moccio,

**THAT THE CAPITAL BUDGET SUBMISSION FOR A NEW LYNDEN BRANCH LIBRARY BE UPDATED AND SUBMITTED TO THE CITY OF HAMILTON FOR INCLUSION IN THE 2010-2023 CAPITAL BUDGET.**

**MOTION CARRIED.**

9.4 United Brotherhood of Carpenters and Joiners of America, Local 18

**MOVED** by Ms Leach, seconded by Ms Fawcett,

**THAT THE BOARD CHAIR BE AUTHORIZED TO SIGN THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA, LOCAL 18 LETTER OF UNDERSTANDING, ATTACHING A LETTER OF CLARIFICATION SIGNED BY BOTH THE CITY OF HAMILTON AND THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA, LOCAL 18 INDICATING THAT THIS LETTER OF UNDERSTANDING APPLIES ONLY TO LIBRARY CAPITAL PROJECTS, AND**

**THAT THE REFERENCES TO "RELATED EMPLOYER" BE CORRECTED OR AMENDED IN THIS CONTEXT AND ANY SUCH LETTER IS REVIEWED AND VETED BY THE HAMILTON PUBLIC LIBRARY'S LAWYER PRIOR TO THE BOARD CHAIR SIGNING.**

**MOTION CARRIED.**

10. **PRIVATE AND CONFIDENTIAL**

**MOVED** by Ms Fawcett, seconded by Mr. Gumieniak,

**THAT THE LIBRARY BOARD MOVE IN-CAMERA TO DISCUSS LABOUR ISSUES.**

**MOTION CARRIED.**

**MOVED** by Ms Fawcett, seconded by Ms Horbach,

**THAT THE IN-CAMERA SESSION BE ADJOURNED.**

**MOTION CARRIED.**

11. **DATE OF NEXT MEETING**

Wednesday, October 21, 2009  
**Central Library, Board Room, 5<sup>th</sup> Floor**  
5:30 p.m. Dinner  
6:00 p.m. Meeting

12. **ADJOURNMENT**

**MOVED** by Ms Moccio, seconded by Mr. Gumieniak,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF  
WEDNESDAY, SEPTEMBER 23, 2009 BE ADJOURNED.**

**MOTION CARRIED.**

The meeting was adjourned at 8:15 p.m.

Minutes recorded by Karen Hartog.



## **CHIEF LIBRARIAN'S REPORT**

**OCTOBER, 2009**

### **LIBRARY WEBSITE AND MYHAMILTON.CA**

We still plan to launch the new library website and myhamilton.ca site on October 26<sup>th</sup>. As Paul Takala has mentioned, it will not contain all of the content from the former myhamilton site or the library site but it will contain all of the popular items and will be fleshed out over the next few weeks.

### **WATERDOWN**

We are hosting a meeting of all City and library interested parties in the potential development of the former Flamborough Town Hall site for library and municipal purposes. The meeting will be held October 20<sup>th</sup> at the Turner Park branch. We are holding it at Turner Park so that people can gain a better feel for what we hope to build.

### **FALL BOOKSALE**

This Fall's book sale was a huge success, with over \$20,000.00 raised in support of both the library and Soroptimist International of Hamilton-Burlington. We are most grateful to the volunteers from the Soroptimists who oversee the sales every spring and fall.

### **LIBRARY MONTH/LIBRARY WEEK**

October is Canadian Library Month and this week (October 17-24) is also Ontario Public Library Week. Many special events and programs have been planned to promote the Canadian Library Month theme 'Your Library Your World Now More Than Ever'. A special supplement in the Hamilton Spectator featured highlights of the many innovative events and promotions organized by staff throughout the system.

### **LIBRARY SETTLEMENT PARTNERSHIPS (LSP) DAY**

Citizenship and Immigration Canada has designated Friday, October 23<sup>rd</sup> as Library Settlement Partnerships (LSP) Day in celebration of the LSP programs and how they help newcomers settle in Canada. The Hamilton Public Library's LSP program, in partnership with SISO, will be recognized at the Central Library and the Red Hill Branch – everyone is welcome to join in the festivities and meet the settlement workers and newcomers involved with the programs.

### **SYMPOSIUM 2020**

Several senior staff attended this future look at public libraries, held in Toronto on September 24<sup>th</sup>. Representatives from virtually all Ontario public library boards attended, 450 people live and another 150 through webcasting. The keynote speakers were not from the library profession but were selected because of their work on future trends. We heard about the issues that demographics (retiring baby boomers) will likely create for workplaces as well as anticipated budget problems to be faced by governments. We heard, from Project Public Spaces, about the need to create vibrant public spaces that resonate with the public. It was interesting to hear that about 40% those in attendance fully expect that the public libraries of 2020 will closely resemble public libraries of today while close to 60% expect them to be considerably different. It was clear, though, that all speakers felt that they would be different.



# Hamilton Public Library

**Date:** October 16<sup>th</sup> 2009  
**To:** Chair and Members of the Board  
**c.c.** Ken Roberts, Chief Librarian  
**From:** William Guise, Director, Finance and Facilities  
**Subject:** 2010 Draft Operating Budget and 2009 Estimates

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## **RECOMMENDATION:**

That the attached 2010 Draft Operating Budget – 2<sup>nd</sup> Draft and 2009 Estimates be accepted for information

## **BACKGROUND:**

### 2010 Draft Operating Budget

The City of Hamilton has requested that Boards and Agencies (including the Hamilton Public Library Board) submit a 2010 budget based on a 2.0% or less increase over the 2009 Budget.

The attached draft budget was prepared by staff with a view to follow this guideline without a reduction in the level of service.

The 2<sup>nd</sup> draft of the 2010 Draft Operating Budget is currently at a requested municipal contribution of \$27,146,988 which is an increase of \$527,663 or 1.98% over the 2009 Operating Budget of \$26,619,325.

In order to limit the increase in the operating budget for 2010 the staff complement has been reduced by 6 FTE. This will be accomplished mainly by staff attrition.

This draft budget was built using the following:

- Allowance for cost of living increase for salary and wages
- Increase in Library Materials by 3% over 2009 budget
- Increase in fine revenue as a result of increased circulation and the addition of Turner Park branch
- Guidelines issued by the City of Hamilton

Hamilton Public Library  
2010 Draft Operating Budget and 2009 Estimates

### Cost Category Report - Draft/Requested

Year: 2010 Version: Draft Dept: Library Details at: Department		2008	2009	2009	2009	2010	2010 Requested	
Department	Account	Actual	Budget Council Approved	Budget Restated	Forecast	Budget Draft	vs. 2009 Restated Budget	
							\$	%
Library	Net Levy	25,178,572	26,536,555	26,619,325	26,329,186	27,146,988	527,663	1.98%
	Expense	28,599,042	28,601,935	28,684,705	28,442,179	29,247,068	562,363	1.96%
	EMPLOYEE RELATED COST	19,332,185	19,997,917	19,997,917	19,516,925	20,393,890	395,973	1.98%
	MATERIAL AND SUPPLY	3,957,219	3,784,078	3,784,078	4,075,682	3,882,618	98,540	2.60%
	VEHICLE EXPENSES	420,121	1,300	1,300	1,687	1,300	-	0.00%
	BUILDING AND GROUND	458,007	483,640	483,640	468,249	418,100	(65,540)	(13.55)%
	CONTRACTUAL	690,788	713,100	713,100	715,803	758,100	45,000	6.31%
	AGENCIES and SUPPORT PAYMENTS	-	-	-	-	-	-	0.00%
	RESERVES / RECOVERIES	517,916	121,900	121,900	136,697	142,040	20,140	16.52%
	COST ALLOCATIONS	3,135,483	3,386,160	3,468,930	3,422,802	3,537,180	68,250	1.97%
	FINANCIAL	87,323	113,840	113,840	104,333	113,840	-	0.00%
	Revenue	(3,420,470)	(2,065,380)	(2,065,380)	(2,112,992)	(2,100,080)	(34,700)	(1.68)%
	FEES AND GENERAL	(1,030,190)	(534,650)	(534,650)	(582,233)	(569,350)	(34,700)	(6.49)%
	GRANTS AND SUBSIDIES	(1,637,676)	(1,530,730)	(1,530,730)	(1,457,772)	(1,530,730)	-	0.00%
	RESERVES	(752,603)	-	-	(72,987)	-	-	0.00%



**DATE:** October 15, 2009

**REPORT TO:** Chair and Members of the Board

**C.C.:** Ken Roberts, Chief Librarian

**FROM:** Paul Takala, Director of Digital Technology

**SUBJECT:** **Update: RFID and Automated Materials Handling**

**SUMMARY:**

The purpose of this report is to update the Library Board on the Automated Material Handling and RFID implementations currently in progress.

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

**Financial**

- The project is currently on budget. There are sufficient funds in the capital allocation set aside for RFID and Automated Materials Handling to complete the system implementation.

**Staffing**

- Since the project began circulation is up system-wide over 25%. RFID and other process improvements have helped the current staff complement meet this unexpected increase in demand for library services.
- Reducing the amount of repetitive handling of library materials helps improve staff productivity and we anticipate over the longer term will help reduce the amount of lost time due to repetitive stress injuries.
- The increases in productivity help staff have more time to provide value added services as information, programming and readers' advisory. Also with the planned expansion of Central and construction of the new Lynden and Waterdown Libraries improvements in productivity will help the library meet the increased demand for library services.

**Legal**

The implementation and operation of RFID Automated Materials Handling is in compliance with Hamilton Public Library policy 1-2 Privacy Policy for Library Users , the ALA Policy 53.11 Radio Frequency Identification (RFID) Technology and Privacy Principles and ALA RFID in Libraries : Privacy and Confidentiality Guidelines, and the Information and Privacy Commissioner of Ontario Guidelines for Using RFID Tags in Ontario Public Libraries.

Procurement of the RFID equipment and services have followed Hamilton Public Library and City of Hamilton Procurement Policies.

**ALIGNMENT WITH HAMILTON PUBLIC LIBRARY BOARD MISSION, VISION, VALUES AND STRATEGIC PRIORITIES:**

**Strengthening our Organization**

*The Hamilton Public Library will be a global leader, helping to ensure that public libraries remain relevant institutions. With a strong culture of leadership, the Hamilton Public Library will be both dynamic and resourceful. The library will embrace change to ensure that we are both relevant and effective. Staff will be encouraged to think, to contribute and to grow as knowledge workers.*

**BACKGROUND:**

Since the Library Board's approval of a system wide implementation of RFID in November 2007, staff have been working on expanding the work done at the initial three pilot locations. In September 2008 the Library Board approved implementation of staff and self-check equipment with SirsiDynix/ITG. In February 2009 the Library Board approved implementation of RFID Automated Materials Handling with MK Sorting.

**Update on Self-Check and Staff RFID**

The Turner Park Branch opened with the new RFID system. The system has generally worked very well, customers have responded positively to the new system. To date staff RFID stations are currently operating at: Ancaster, Central, Dundas, Saltfleet, Sherwood, Technical Services, Terryberry and Westdale. We now have five locations using self-check: Ancaster, Concession, Dundas, Turner Park and Westdale. Eight locations currently have RFID security gates installed.

Sherwood and Terryberry are the next branches where the implementation will be completed. The Central Library will reopen in the fall with RFID fully enabled. Staff anticipate that in 2010 the RFID implementation will be completed system-wide.

**Update on Automated Materials Handling**

Preparatory work is currently going on for installation of the sorter systems at Terryberry and Turner Park. Delivery and installation of the new units is scheduled for mid-late November. Staff are currently working with the architect for the Central Library to ensure the installation of the sorter at Central is a positive and attractive feature to the renovated first floor. The Central sorter system is scheduled to be installed next summer, in advance of the reopening.

There have been several engineering improvements to the sorters since the system was first installed at Ancaster. After the installations at Terryberry and Turner Park, the Ancaster sorter is going to receive a significant upgrade to ensure that the system works as fast and reliably as the other new systems.

Since the RFP for Materials Handling was completed, a new option has emerged for smaller locations. The system is called a "Mini-Sort"; it checks items in and sorts into 2 bins. The system is not designed for large locations; however, it offers a promising option for mid-size libraries. Westdale Library is going to be testing a mini-sorter beginning in late November. Staff will be evaluating its functionality and impact on operations.

The upgrade to the Ancaster sorter and the Westdale mini-sort were not in the original implementation plan, however, they are being accommodated without increasing the existing budget allocation for RFID.



# Hamilton Public Library

**Date:** October 15, 2009

**To:** Chair and Members of the Board

**From:** Ken Roberts, Chief Librarian

**Subject:** **City Letter of Understanding Regarding the Carpenters Union**

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The library's legal counsel has again looked at the Letter of Understanding between the City of Hamilton and its carpenters union.

She continues to advise us not to sign the letter of understanding, at least until there is an opportunity to understand the implications on library Capital projects and on daily operations. She shares the Board's concern over signing an agreement that suggests there is any "related employer" relationship between the Hamilton Public Library Board and the City of Hamilton beyond the intended scope of the letter of understanding.

We have been keeping CUPE 932 informed of the situation and of our approach.



# Hamilton Public Library

**Date:** October 16<sup>th</sup> 2009  
**To:** Chair and Members of the Board  
**c.c.** Ken Roberts, Chief Librarian  
**From:** William Guise, Director, Finance and Facilities  
**Subject:** **Dundas Trust and Westdale Reserve Accounts**

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## **RECOMMENDATION:**

That the funds in the Dundas Library Fundraising Trust Account (CTRUS 125051) and any interest earned be transferred to the Reserve for Library Major Capital Projects (HAMTN 106008) and the Trust Account be closed out; and

That the funds committed in the Reserve for Library Major Capital Projects (HAMTN 10608) for Westdale Branch Library in the amount of \$12,627.08 be released.

## **BACKGROUND:**

### Dundas Library Fundraising Trust Account

When the former three library systems (Hamilton, Dundas and Wentworth) were amalgamated into one library system funds held by Dundas which were raised for future renovations to the building were segregated into a separate trust fund which had a balance of \$68,843.78 as of December 31<sup>st</sup> 2008. In 2008 renovations were undertaken to the Dundas branch which added a vestibule and workroom and revised the layout to improve the work flow and appearance of the branch. The cost of the renovations which exceeded the amount in the Trust account were funded from the Reserve for Library Major Capital Projects.

### Westdale Reserve

As part of renovations to the Westdale branch library in 1997/98 fundraising was undertaken by staff and funds were raised from library clientele. This funding was matched by funds from Library reserves. At the end of the renovation project there was uncommitted funds amount to \$17,627.08. The Board passed a resolution that the unspent funds which are in the Reserve for Library Major Capital Projects be earmarked for future library collection needs for Westdale branch library. Subsequently \$5,000 of this amount was used to purchase additional library materials for the juvenile collection at Westdale leaving a balance of \$12,627.08. Currently the library material collection needs of Westdale branch are adequately funded through the Library's Material budget and not required for that purpose.



# Hamilton Public Library

**Date:** October 15, 2009

**To:** Chair and Members of the Board

**c.c.** Ken Roberts, Chief Librarian

**From:** Beth Hovius, Director of Public Service

**Subject:** **Accessibility for Ontarians with Disabilities Act(2005): The Accessible Built Environment Standard**

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The Ministry of Community and Social Services is currently conducting a public consultation of proposed legislation regarding the Accessible Built Environment Standard, which is the next section of legislation to be developed in support of the Accessibility of Ontarians with Disabilities Act. Attached is the Hamilton Public Library staff response to this consultation.





55 York Boulevard  
P.O. Box 2700  
Hamilton, ON L8N 4E4  
Phone: (905) 546-3200

October 9, 2009

Accessibility Directorate of Ontario  
Outreach and Compliance Branch  
Ministry of Community and Social Services  
777 Bay Street, Suite 601  
Toronto ON Canada  
M7A 2J4

Dear Sir:

The Hamilton Public Library is a large library system with 24 branches serving the 500,000 residents of Hamilton. This Library system is very supportive of accessibility and a leader in the public library field with respect to the development of services for people with disabilities, their families and caregivers. This Library system has endeavoured to address access issues in the built environment proactively, meeting and at times exceeding existing standards.

Nonetheless, the impact of this legislation on the Hamilton Public Library will have serious consequences.

#### **The Standards**

1. The Province should conduct a thorough impact analysis on the economic implications of implementing this standard as proposed.
2. **Conflict with Other Codes** – the AODA provides another layer of regulations in addition to the Building Code, municipal by-laws and building codes, etc. These need to be harmonized.
3. **Cost of implementation**- The Hamilton Public Library as a public organization will be unable to find sufficient funds to renovate 24 library branches.
4. **Public vs. Non-Public Spaces** – We question whether retrofit guidelines need to apply to non-public areas when there are alternative ways of making these spaces accessible when needed. We propose that, if the retrofit language remains, that it focus on public areas, and propose guidelines, not standards, for non-public areas so that these can be modified on an "as needed" and prioritized basis.
5. **Sector specific standards** – Specific standards for specialized services (e.g. Libraries, play grounds) should defer to existing industry standards and guidelines. These provide a more nuanced approach to ensuring that libraries are accessible to all. The AODA legislation is too broad, and tries to legislate too many things without fully appreciating the impact that a modification for one disability can have on another type of disability when dealing with specialized environments. The AODA legislation should focus on the big picture with alternatives and priorities.

## The Issue of Retrofit

We are supportive of building new facilities which meet the standard but in the absence of financial support to municipalities to implement the AODA, the Province should reject retrofit requirements. The real impact of this part of the legislation is that many facilities will be closed because the standards cannot be met.

1. **Space Considerations** – In preparation for this legislation, the Hamilton Public Library commissioned an architect to design a small library which met the accessibility and service requirements for a community of 10,000 people. It was determined that 3,500 sq ft was the minimum building size required to provide basic library functions (e.g. a modest collection and multiple computers for public use) and meet the accessibility standards. The estimated cost of new construction for the building would be \$1.3 Million without land, furnishing or equipment costs. Currently we have ten branches smaller than this which would need to be closed because the building is not large enough to meet the standards and provide space for basic library functions.
2. **New Buildings, in progress** – some grandfathering of new buildings in the construction phase which may not meet the proposed guidelines is required. A renovation of a brand new building which met accessibility standards at the time of construction to meet even higher standards, will not have as much impact as a renovation of an older building.
3. **Public Sector Costs** - The legislation has not considered the financial costs to the taxpayer since public libraries, parks, municipal buildings, arenas, schools etc. all affected by the legislation are paid from one source – the taxpayer. Competition for scarce dollars will mean that at the end of the time period, there will be facilities which could not be retrofitted because of lack of funds. The Hamilton Public Library will make every effort to meet the legislation but since all 24 locations require significant retrofitting, our priority will be to ensure that the largest libraries are made fully accessible first. Since libraries are dependent upon other levels of government for funding we expect the likelihood of insufficient funds for retrofit to be the reality.
5. **Five year Deadline** - Organizations with multiple buildings will find it particularly difficult to meet a five year deadline. While funding is an issue, planning time, construction and closures of facilities to permit renovations takes considerable time and resources to accomplish. At minimum, the legislation needs to provide sufficient time (perhaps 15 years) to these organizations.

In conclusion, we ask you to consider what the goal of this legislation should truly be. All residents of the City of Hamilton have a large accessible public library branch within 15 minutes of their home – a level of service which far exceeds provincial guidelines. However, many neighbourhoods also have a small partly-accessible branch even closer than that. These branches are, in many respects, more accessible and convenient for those disabled persons in that neighbourhood. We contend that, because there are other library branches nearby which meet the standard, that it is more beneficial to the public we serve to have these facilities remain open if they can meet a basic standard where someone can come in borrow materials, and use the facility, than to close because they are unable to fully meet space-consuming standards.

Sincerely



Beth Hovius,  
Director of Public Service and Collection Development