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## LibraryCo Inc. Annual Report 2009

## Introduction

In 2009, we implemented a number of changes and improvements for LibraryCo Inc. as a result of the meetings and consultations which took place in 2008.

The biggest single change which we undertook in 2009 was the restructuring of electronic resources. We also completed our intensive review of salary bands and job descriptions for library staff and distributed the results of that information to the Law Associations throughout the province.

## Highlights of the 2009 Budget

As in previous years, the Board of Directors of LibraryCo Inc. consulted with the County and District Law Presidents' Association (CDLPA) and the Toronto Lawyers' Association (TLA) and requested budget submissions from each association. Those submissions played an integral part in the development of the 2009 budget.

The most significant item for the 2009 budget was a drastic reduction in the amount of money spent on electronic resources. As a result, the LibraryCo Inc. levy to lawyers was reduced.

In 2009, the Law Foundation of Ontario continued to provide generous financial support to our library system. The grant from the Law Foundation of Ontario was used for the purchase of electronic resources. LibraryCo Inc. would again like to thank the Law Foundation of Ontario for their continuing support of the lawyers of Ontario.

## Electronic Resources

As we explained briefly in the 2008 Annual Review, significant changes in our electronic resources came into effect on January 1, 2009.

We did not renew our subscriptions to the WestlaweCarswell and CCH Canadian electronic products. The LexisNexis

Quicklaw product was our core electronic resource for both in-library and desktop use. The Canada Law Book Criminal Spectrum product was retained.

The changes implemented in 2009 were drastic. Of greatest significance was the non-renewal of subscriptions of some significant secondary resources. Although the vast majority of research done electronically is done on primary case law, there is undeniably a need for access to good secondary resources at a reasonable price.

In the fall of 2009, LibraryCo Inc. completed its negotiations with the electronic resource providers. As a result of those negotiations, LibraryCo Inc. will have a much stronger electronic resource package available for in-library use and to desktop users for 2010 and 2011. In addition, desktop access has been expanded to Algoma, Kenora and Thunder Bay.

In 2009, LibraryCo Inc. was able to improve the quality of usage statistics. We are now receiving detailed usage statistics with respect to both in-library and desktop use. We can clearly identify, both on a system-wide basis and on a library-by-library breakdown, what type of research is being done electronically, and we receive detailed statistics on the databases which are being used. The detailed usage statistics LibraryCo Inc. receives indicate that the international component of LexisNexis receives low use across the system. The relatively high cost of the international component could not be justified.

The international component was discontinued for 2010. County and District law libraries will have access to the international component through document delivery from the Great Library.

The Board welcomes input from the associations through the CDLPA Library Committee.

## Library Collections and Staffing

In 2009, the Core Collections lists were reviewed and revised. LibraryCo Inc. would like to thank the many librarians across the province who provided valuable input during this process. This was the first major revision of the Core Collections since 2005. The Core Collections are a useful and cost effective guide for collection development.

In 2009, we also implemented some changes to the type of statistics being collected from regional and area libraries.

### Staffing

The consultant retained by LibraryCo Inc. to review salary bands and job descriptions in our County and District law libraries completed his report in 2009. The executive summary and detailed report were distributed to the presidents of the County and District Law Associations in the fall of 2009.

The consultants identified some areas where change is probably needed.

In particular, it appears that the job descriptions as developed at the inception of LibraryCo Inc. may not be in keeping with the reality of the day to day work undertaken by library staff across the province.

The salary bands are in need of some minor revision.

As of the end of 2009, the Board of LibraryCo Inc. was still awaiting some further response and input from the County and District Law Associations concerning the consultant's report. The Board hopes to implement any changes by mid 2010.

The Board of LibraryCo Inc. continues to provide bursaries for library staff members to attend both the Conference for Ontario Law Associations' Libraries (COLAL) and the Canadian Association of Law Libraries (CALL) conferences. We urge all associations to encourage their staff members

to attend these conferences that provide effective professional development.

## Business Plan

In early 2009, the Board of LibraryCo Inc. formally approved the business plan which has been developed for the years 2009, 2010 and 2011. The business plan is posted on the LibraryCo Inc. website. It was distributed to LibraryCo Inc. shareholders shortly after its approval.

In 2009, the Board also implemented its communication guide to assist the County and District Law Associations and their library staff in dealing with LibraryCo Inc. This guide is posted on the LibraryCo Inc. website. LibraryCo Inc. has also prepared a handbook, which we hope will facilitate better communication and a better understanding of the work of LibraryCo Inc., its mandate and services. The handbook should be posted on the LibraryCo Inc. website early in 2010.

## Long Term Issues and Plans

The major long term issues and plans for LibraryCo Inc. continue to be as follows:

- a) Consistent allocation of resources as between associations of similar size and demand;
- b) Maintaining effective lines of communication between the LibraryCo Inc. Board, its shareholders, the Ontario Courthouse Librarians' Association and the Law Foundation of Ontario;
- c) Exploring alternate ways of providing both electronic and print resources;
- d) Participation in and development of the Canadian Legal Information Institute (CanLII);
- e) Continuing examination of the core collections and collection standards for the various levels of libraries throughout the province;
- f) Enhancing continuing education for Law Association library staff through COLAL and CALL conferences and by other means.

In 2009, members of the Board of Directors attended the COLAL conference for an open question and answer session.

From the Board's perspective, the discussion was constructive and helpful.

In 2009, members of the Board met on two occasions with the Law Foundation of Ontario to discuss LibraryCo Inc.'s ongoing needs and expectations. On both occasions, we had wide ranging discussions with the Foundation. As a result of the economic conditions in 2009 and 2010, the Law Foundation of Ontario will not be able to continue providing the same level of financial support which it has provided. We appreciate the open communication which we have with the Law Foundation of Ontario and will continue to work with them to make sure that Law Foundation grants are utilized to obtain the greatest benefit possible for the County and District Law Library system.

## Acknowledgments

The Board of Directors would like to thank Martha Foote, Board General Manager, for her professionalism and efforts in assisting the Board during this past year. We are also pleased to welcome Raluca Serban to LibraryCo Inc. Ms. Serban is working as the assistant to our Board General Manager and is providing valuable support to LibraryCo Inc. The Board of LibraryCo Inc. would also like to thank Wendy Tysall, who is the Chief Financial Officer for LibraryCo Inc., Diana Miles, David Whelan and numerous other employees of the Law Society of Upper Canada and the Great Library for their assistance and cooperation with the operations of LibraryCo Inc. We would also like to thank Nardeo Sham of Law Society Finance, who had been of great assistance to LibraryCo Inc. for several years. Mr. Sham has taken on other responsibilities within the Law Society and the Board of

LibraryCo Inc. wishes him well. At the same time, we welcome the assistance provided by Mr. Sham's replacement, Gary Cheong, and look forward to working with him.

The Board would also like to thank the County and District Law Presidents' Association executive, the local associations, the Ontario Courthouse Librarians' Association and the Toronto Lawyers' Association for their continuing assistance and constructive submissions to the Board of Directors.

In 2009, Tom Conway stepped down as a Law Society representative on the Board of LibraryCo Inc. We wish Mr. Conway well and thank him for his significant contribution to the work of LibraryCo Inc. Mr. Conway was replaced on the Board by Gerry Swaye, Q.C. of Hamilton, a former member of the Board of LibraryCo Inc. and also a valuable contributor to the work of LibraryCo Inc. We welcome Mr. Swaye back.

At the end of 2009, Susan McGrath stepped down from the Board of LibraryCo Inc. We want to thank Ms. McGrath for her significant contribution to the work of LibraryCo Inc. and her advocacy on behalf of the small associations in particular. We wish Ms. McGrath well.

Carl Fleck, Q.C. of Sarnia replaces Ms. McGrath on the Board of LibraryCo Inc. and we look forward to working with Mr. Fleck.

The Board wishes to reiterate its thanks to the Law Foundation of Ontario for its generous funding over the years and its willingness to continue working with us in difficult times.

David S. Thompson, Chair of LibraryCo Inc.



## LIBRARYCO INC. BOARD OF DIRECTORS

David Thompson – Chair	CDLPA representative
Bruce Hutchison – Vice Chair	TLA representative
Carol Hartman	Law Society representative
Paul Henderson	Law Society representative
Michael M. Johnston	CDLPA representative
Lise Parent	CDLPA representative
Susan McGrath	Law Society representative
Gerald Swaye, Q.C.	Law Society representative

## LIBRARYCO INC. PERSONNEL

Martha Foote, MLIS	Board General Manager
Raluca Serban, LIT, BSc	Assistant to the Board General Manager
Wendy Tysall, CA	Chief Financial Officer

Services are also provided to LibraryCo Inc. by departments of the Law Society of Upper Canada under the terms of the Administrative Services Agreement. Law Society staff who contribute services include Diana Miles, Director, Professional Development and Competence, Laura Cohen, Human Resources Director, Felicia North, Human Resources Manager, Diana Beyke, Human Resources Administrator, David Whelan, Manager, Legal Information, Christopher Stephenson, Library Systems Administrator, Andrew Cawse, Financial Policy Advisor and Gary Cheong, Senior Financial Analyst.

## COUNTY AND DISTRICT LAW LIBRARY AND ASSOCIATION VISITS BY LIBRARYCO INC. AND LAW SOCIETY PERSONNEL IN 2009

Association	Board General Manager	Roving Law Librarian
Algoma District Law Association		September 23
Brant Law Association		
Bruce Law Association		
County of Carleton Law Association		
The Law Association of the District of Cochrane	August 27	
Dufferin County Law Association		January 22
Durham Region Law Association		January 21, June 15, July 10
The Elgin Law Association		March 25
The Essex Law Association	March 11	
Frontenac Law Association		June 23
Grey County Law Association		
The Haldimand Law Association		March 4
The Halton County Law Association		
The Hamilton Law Association	March 5 (AGM)	July 21
Hastings Law Association		
Huron Law Association Inc.		
District of Kenora Law Association		November 3
The Kent Law Association	March 12	
Lambton Law Association		
The County of Lanark Law Association	April 20 (AGM)	June 24
The Leeds & Grenville Law Association		
The Lennox & Addington Law Association		
The Lincoln County Law Association		
Manitoulin District Law Association		
Middlesex Law Association		February 24
The Muskoka Law Association		
The Nipissing Law Association Library		
Norfolk Law Association		October 13
The Northumberland County Law Association		
Oxford Law Association		April 21 & 23, May 13, June 17, August 31, November 16 & 23, December 7
The Parry Sound Law Association		
Peel Law Association		
County of Perth Law Association		
The Peterborough Law Association	March 9	November 26
Prescott & Russell Law Association		June 24
The District of Rainy River Law Library Association		
The County of Renfrew Law Library Association		
Simcoe County Law Association		March 17
Stormont, Dundas & Glengarry Law Association	February 27 (AGM)	
Sudbury District Law Association		
The Temiskaming Law Association	August 28	
Thunder Bay Law Association		
Toronto Lawyers' Association		
Victoria-Haliburton Law Association		
Waterloo Law Association		
The Welland County Law Association		
Wellington Law Association	November 12	
York Region Law Association		



## County and District Law Libraries: toll free\*

Algoma District Law Association (Sault Ste. Marie)  
1-866-840-2540

The Muskoka Law Association (Bracebridge)  
1-866-613-9217

Brant Law Association (Brantford)  
1-866-759-2038

The Nipissing Law Association Library (North Bay)  
1-866-899-6439

Bruce Law Association (Walkerton)  
1-866-486-4365

Norfolk Law Association (Simcoe)  
1-866-648-8708

County of Carleton Law Association (Ottawa)  
1-866-637-3888

The Northumberland County Law Association (Cobourg)  
1-866-214-8450

Dufferin County Law Association (Orangeville)  
1-866-862-9931

Oxford County (Woodstock)  
1-866-750-5169

Durham Region Law Association (Whitby)  
1-866-742-4316

The Parry Sound Law Association (Parry Sound)  
1-866-456-6472

The Elgin Law Association (St. Thomas)  
1-866-545-6335

Peel Law Association (Brampton)  
1-866-228-0235

The Essex Law Association (Windsor)  
1-866-815-1112

County of Perth Law Association (Stratford)  
1-866-365-0218

Frontenac Law Association (Kingston)  
1-866-893-2010

The Peterborough Law Association (Peterborough)  
1-866-556-8395

Grey County Law Association (Owen Sound)  
1-866-578-5841

The District of Rainy River Law Library Association (Fort Frances)  
1-866-684-1184

The Haldimand Law Association (Cayuga)  
1-866-528-5779

The County of Renfrew Law Library Association (Pembroke)  
1-866-705-8538

The Halton County Law Association (Milton)  
1-866-838-5139

Simcoe County Law Association (Barrie)  
1-866-692-6163

The Hamilton Law Association (Hamilton)  
1-866-213-6867

Stormont, Dundas & Glengarry Law Association (Cornwall)  
1-866-830-9118

Hastings County Law Association (Belleville)  
1-866-544-3310

Sudbury District Law Association (Sudbury)  
1-866-508-7655

Huron Law Association Inc. (Goderich)  
1-866-266-3270

The Temiskaming Law Association (Haileybury)  
1-877-672-5655

District of Kenora Law Association (Kenora)  
1-866-684-1164

Thunder Bay Law Association (Thunder Bay)  
1-866-684-1186

The Kent Law Association (Chatham)  
1-866-575-2529

Toronto Lawyers' Association (Toronto)  
1-866-258-8886

Lambton Law Association (Sarnia)  
1-866-203-5101

Victoria-Haliburton Law Association (Lindsay)  
1-866-895-6220

The County of Lanark Law Association (Perth)  
1-866-593-0236

Waterloo Law Association (Kitchener)  
1-866-201-0168

The Leeds & Grenville Law Association (Brockville)  
1-866-503-0574

The Welland County Law Association (Welland)  
1-866-455-6489

The Lennox & Addington Law Association (Napanee)  
1-866-603-6383

Wellington Law Association (Guelph)  
1-866-893-5220

The Lincoln County Law Association (St. Catharines)  
1-866-637-6829

York Region Law Association (Newmarket)  
1-866-221-8864

Middlesex Law Association (London)  
1-866-556-5570

\* During Regular Business Hours



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