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The Eighth Annual Review of LibraryCo Inc.

FOR THE YEAR ENDING 2008

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## Introduction

After the structural changes in the governance of LibraryCo which took place in 2007, 2008 was a year for taking stock and attempting to position LibraryCo for the future.

In the spring of 2008, the Board of LibraryCo had an intensive two day meeting during which we undertook a comprehensive review of most of LibraryCo's business practises. That meeting included consultation sessions with representatives of the administration of the Law Society of Upper Canada, the Great Library and the Ontario Courthouse Librarians' Association.

As a result of that meeting, a number of decisions were eventually made which will have most relevance to 2009 and subsequent years.

## Highlights of the 2008 Budget

In the development of the 2008 budget, the Board consulted with the County and District Law Associations. The budget submissions made by the County and District Law Associations played an integral part in the development of the 2008 budget. Most associations are undertaking a close examination of their collections in order to be sure that their collection development priorities are consistent with the funding available.

In 2007, the Law Foundation of Ontario made a grant to LibraryCo which would allow each County and District Law Association to purchase new computer equipment for library use. That grant was extended until the end of June 2008, in order to make sure that each association which wanted to take advantage of the opportunity could do so. We are pleased to report that all associations took advantage of the Law Foundation of Ontario grant to purchase new computers for library use. LibraryCo would like to thank the Law Foundation of Ontario for their assistance with this grant.

In 2008, the Board of LibraryCo undertook an extensive review of the manner in which we deal with the GST. This review was prompted by an audit for GST purposes of some of the law associations. As a result of that review, LibraryCo had decided not to claim Input Tax Credits on its purchases. That decision was communicated directly to the associations in early 2009.

## Electronic Resources

In the second half of 2008 the Board undertook a thorough analysis of the usage statistics on the electronic resources. This analysis included the Board receiving submissions from several law associations and the Ontario Courthouse Librarians' Association concerning the electronic resources.

In 2008, the Board decided to make some significant changes to our electronic resource acquisition and allocation. Those changes came into effect on January 1, 2009.

The Carswell and CCH electronic products were eliminated effective January 1, 2009. The LexisNexis Quicklaw product was chosen for use in all libraries. For desktop access, a portion of the LexisNexis Quicklaw product as available in our libraries is provided together with the Criminal Spectrum product. Desktop access is available to all lawyers in those areas represented by the 28 associations which are designated as “local”.

As part of the changes to the electronic resources, the LibraryCo Toolkit page was completely redesigned in 2008 for 2009 implementation. In addition to the commercial electronic resource products, the Toolkit page will now include some free web based resources, including CanLII, as a convenience to users. The new Toolkit page is more user friendly than its predecessor.

The impact of these significant changes will be monitored by the LibraryCo Board. The Board welcomes input from the associations through the CDLPA Library Committee.

## Library Collections and Staffing

In 2008, the LibraryCo Board began the process of re-examining the salary bands and compensation packages established for different levels of library employees. It is anticipated that the Board will be in a position to report on this process by mid-2009.

As well, the LibraryCo Board undertook in late 2008 the re-examination of the core collections and collection standards for the various levels of libraries throughout the province. It is anticipated that the Board will be in a position to report on this process by mid-2009. The Board would like to acknowledge and thank the several library staff members around the province who have assisted with that review.

## Business Plan

In 2008, LibraryCo undertook the development of a three year business plan for years 2009, 2010 and 2011. Although the formal approval of the business plan took place in early 2009, the majority of the work was undertaken and approved throughout 2008.

In addition to the business plan, the Board is developing a communication guide to assist the County and District Law Associations and their library staff.

## Long Term Issues

Some of the long term issues which were itemized in our 2007 Annual Review have been addressed in the business plan which has been developed. The major long term issues for LibraryCo are as follows:

- a) consistent allocation of resources as between associations of similar size and demand;
- b) maintaining effective lines of communication between the LibraryCo 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; and
- f) enhancing continuing education for law association library staff through COLAL and CALL conferences and by other means.

## Summary

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.

The Board of LibraryCo would like to thank Wendy Tysall, Nardeo Sham, 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.

The Board of LibraryCo would also like to thank the Law Foundation of Ontario for their continuing financial support of LibraryCo programs, most notably the purchase of electronic resources.

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

Most notably, the Board of LibraryCo would like to thank former Board member Gerry Swaye Q.C. of Hamilton for his long service on the Board of LibraryCo. Mr. Swaye left the Board at the end of May 2008, after serving for several years.

The Board would also like to welcome Susan McGrath to the Board. Ms. McGrath replaces Mr. Swaye as a Law Society appointment to the Board of LibraryCo. She is a practitioner from Iroquois Falls. Ms. McGrath is well known in the profession as a sole practitioner and as a lawyer who has taken a keen interest in supporting and advocating for the lawyers of Ontario. We look forward to working with Ms. McGrath on LibraryCo.

David Thompson, Chair



## LIBRARYCO BOARD OF DIRECTORS

David Thompson – Chair	CDLPA representative
Bruce Hutchison – Vice Chair	TLA representative
Thomas Conway	LSUC representative
Carol Hartman	LSUC representative
Paul Henderson	LSUC representative
Michael M. Johnston	CDLPA representative
Lise Parent	CDLPA representative
Susan McGrath	LSUC representative

## LIBRARYCO PERSONNEL

Martha Foote, MLIS	Board General Manager
Wendy Tysall, CA	Chief Financial Officer

Services are also provided to LibraryCo by departments of the Law Society of Upper Canada under the terms of the Administrative Services Agreement. The Board of Directors would like to thank 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, Accounting Manager and Nardeo Sham, Senior Financial Analyst, for their assistance during the year.

## COUNTY AND DISTRICT LAW LIBRARY AND ASSOCIATION VISITS BY LIBRARYCO AND LSUC PERSONNEL IN 2008

Association	Board General Manager	Roving Law Librarian
Algoma Law Association		
Brant Law Association		April 24
Bruce Law Association		April 16
Carleton Law Association		February 27
Cochrane Law Association		October 29 & 30
Dufferin Law Association	January 16 (AGM)	Jan. 17, Feb. 7, 21, March 6, 20, April 10, July 10
Durham Region Law Association	April 1	January 24
Elgin Law Association		
Essex Law Association		
Frontenac Law Association	October 3	
Grey County Law Association		July 8, September 18
Haldimand Law Association		
Halton Law Association	December 11	March 28
Hamilton Law Association	May 29 (AGM)	
Hastings Law Association	September 30	
Huron Law Association	March 4 (AGM)	May 5
Kenora Law Association	September 12	
Kent Law Association		
Lambton Law Association		May 6
Lanark Law Association		
Leeds & Grenville Law Association	October 2	June 25
Lennox & Addington Law Association		
Lincoln Law Association	October 14	November 27
Manitoulin District Law Association		September 16
Middlesex Law Association	May 21	
Muskoka Law Association		October 1
Nipissing Law Association	April 28 & 29	
Norfolk Law Association		
Northumberland Law Association		November 20
Oxford Law Association		
Parry Sound Law Association		September 30
Peel Law Association	April 9	
Perth Law Association		May 14
Peterborough Law Association	Feb. 21 (AGM), Feb. 22, July 19	January 29, November 19
Prescott & Russell Law Association		June 24
Rainy River Law Association	September 11	
Renfrew Law Association		October 8
Simcoe Law Association	September 15	
Stormont, Dundas & Glengarry Law Association		October 2
Sudbury District Law Association	April 15	
Temiskaming Law Association		October 15
Thunder Bay Law Association	April 11	
Toronto Lawyers Association		
Victoria Haliburton Law Association	March 27 (AGM); August 25	April 3
Waterloo Law Association	April 22 (AGM)	June 18
Welland Law Association	June 12 (AGM)	September 22
Wellington Law Association		January 9, April 15
York Region Law Association		January 8



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

Algoma District (Sault Ste. Marie) 1-866-840-2540	Brant County (Brantford) 1-866-759-2038	Bruce County (Walkerton) 1-866-486-4365
Carleton County (Ottawa) 1-866-637-3888	Dufferin County (Orangeville) 1-866-862-9931	Durham Region (Whitby) 1-866-742-4316
Elgin County (St. Thomas) 1-866-545-6335	Essex County (Windsor) 1-866-815-1112	Frontenac County (Kingston) 1-866-893-2010
Grey County (Owen Sound) 1-866-578-5841	Haldimand County (Cayuga) 1-866-528-5779	Halton County (Milton) 1-866-838-5139
Hamilton (Hamilton) 1-866-213-6867	Hastings County (Belleville) 1-866-544-3310	Huron County (Goderich) 1-866-266-3270
Kenora District (Kenora) 1-866-684-1164	Kent County (Chatham) 1-866-575-2529	Lambton County (Sarnia) 1-866-203-5101
Lanark County (Perth) 1-866-593-0236	Leeds & Grenville (Brockville) 1-866-503-0574	Lennox & Addington (Napanee) 1-866-603-6383
Lincoln County (St. Catharines) 1-866-637-6829	Middlesex County (London) 1-866-556-5570	Muskoka Region (Bracebridge) 1-866-613-9217
Nipissing Region (North Bay) 1-866-899-6439	Norfolk County (Simcoe) 1-866-648-8708	Northumberland County (Cobourg) 1-866-214-8450
Oxford County (Woodstock) 1-866-750-5169	Parry Sound District (Parry Sound) 1-866-456-6472	Peel County (Brampton) 1-866-228-0235
Perth County (Stratford) 1-866-365-0218	Peterborough County (Peterborough) 1-866-556-8395	Rainy River District (Fort Frances) 1-866-684-1184
Renfrew County (Pembroke) 1-866-705-8538	Simcoe County (Barrie) 1-866-692-6163	Stormont, Dundas & Glengarry (Cornwall) 1-866-830-9118
Sudbury District (Sudbury) 1-866-508-7655	Temiskaming (Haileybury) 1-877-672-5655	Thunder Bay District (Thunder Bay) 1-866-684-1186
Toronto (Toronto) 1-866-258-8886	Victoria Haliburton (Lindsay) 1-866-895-6220	Waterloo County (Kitchener) 1-866-201-0168
Welland County (Welland) 1-866-455-6489	Wellington County (Guelph) 1-866-893-5220	York Region (Newmarket) 1-866-221-8864

\* During Regular Business Hours



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