

M E M O R A N D U M

TO: Mayor and City Council

FROM: Marc Saunders
CEO, Barrie Public Library

DATE: January 24, 2018

SUBJECT: List of Library Services

City Councillors requested a list of library services during the library's budget presentation. These services are organized according to 21 broad categories.

1. Lending Materials

- a. Books
- b. Grab & Go Books – 10 days
- c. Grab & Go DVDs, Blu-Rays – 4 days
- d. E-Audio Books
- e. E-Books
- f. E-Magazines
- g. Audiobooks
- h. DVDs
- i. Blu-Rays
- j. Music CDs
- k. Multilingual
 - i. French
 - ii. Dutch
 - iii. German
 - iv. Hindi
 - v. Italian
 - vi. Japanese
 - vii. Korean
 - viii. Polish
 - ix. Punjabi
 - x. Russian
 - xi. Spanish

- xii. Tagalog
- xiii. Urdu
- xiv. Vietnamese

- l. Large Print
- m. Magazines
- n. Book Club Kits
- o. Video Games
- p. Musical Instruments
- q. Fishing Rods

2. Electronic Access

- a. Wireless
- b. Website
- c. MyLibrary mobile app

3. Databases

- a. Full-text databases (MasterFile Premier, Academic OneFile, Canadian Business & Current Affairs)
- b. Newspapers and Genealogy (Ancestry Library, Proquest Historical Newspapers, CPI.Q, Barrie Historical Newspaper Archive)
- c. Junior & Teen Research (SIRS Discoverer, Primary Search, Britannica Library, Encyclopedia Universalis Junior)
- d. Literary (Novelist, Poetry & Short Story Reference Center, Gale Literary Sources)
- e. Health (Consumer Health Complete, Health & Wellness Resource Center)
- f. Mapping and data (SimplyAnalytics, GrantConnect)
- g. Form builders (Law Depot, Small Business Builder)
 - i. Remote access
 - ii. Access within library
- h. E-books, E-audiobooks, E-magazines
- i. Streaming movies, TV
- j. Online courses – eg. Lynda.com, Universal Class, ArtistWorks
- k. Language learning – eg. Mango Languages, Goldfish School
- l. Website links
- m. Library generated web content
 - i. Community information
 - ii. Library program information
 - iii. Book reviews

4. Renewal of Materials

- a. By phone

- b. Online – website and mobile app
- c. In person

5. Holds/Reserves/Transfers between branches

6. Acquisition of Materials

- a. Requests for Purchase
- b. Purchasing for access
 - i. Books
 - ii. Graphic Novels & Comics
 - iii. Magazines
 - iv. Newspapers (online and in print)
 - v. Videos
 - vi. Compact Discs (Music)
 - vii. Books on CD
 - viii. DVDs
 - ix. Maps
 - x. Multilingual Materials
 - xi. Learn a Language
 - xii. Government Publications
 - xiii. Local History
 - xiv. Online Databases

7. Inter-Library Loans

- a. Books
- b. Audiobooks
- c. Music CDs
- d. DVDs / BluRays
- e. Magazines
- f. Microfilm

8. In-House Use of Material

- a. Microfilm
- b. Microfiche
- c. Local History
- d. Reference
- e. Newspapers
- f. Serials
- g. All other material is available to be used in-house

9. Programs

- a. Registered Story times
 - i. Toddler Time

- ii. Tales for Twos
 - iii. Time for Threes
- b. Regular Teen programs
 - i. Teen Coffee House
 - ii. Teen Hang Out
 - iii. Teen Spotlight Night
- c. Regular Adult/Senior programs
 - i. English Conversation Circle
 - ii. Learn Spanish
 - iii. Book clubs
 - iv. Around the World in 60 Minutes
- d. MakerSpace programs
 - i. Maker Mondays
 - ii. Learn to 3D Print
 - iii. Tinker Afternoons
 - iv. Tinker Tuesdays
 - v. DIY Fridays
 - vi. CoDesign
 - vii. Lego Robotics for kids and teens
 - viii. Repair Café
- e. Special Events:
 - i. How To In Ten
 - ii. Barrie Public Library Comic-Con
 - iii. Barrie Dragon Boat Festival
 - iv. Battle of the Books
 - v. Freedom to Read Week
 - vi. Family Literacy Day
 - vii. Puppet Shows
 - viii. Readopoly / Summer Reading Program
 - ix. Performers (varies from musicians to magicians to animals)
 - x. Escape Rooms for kids and teens
- f. Partnership Programs:
 - i. Paws 4 Stories (with St John Ambulance Therapy Dogs)
 - ii. Chess Titans Chess Club
 - iii. Youth Health Connect (with Barrie Community Health Centre)
 - iv. Youth Haven (with Youth Haven)
 - v. CMHA Come and Chat (with Canadian Mental Health Association)
 - vi. Treble Teens (with Huronia Symphony Orchestra)

- vii. French Connexion (with College Boreal)
- viii. Starting Your Business programs (with the Small Business Centre)
- g. Other programs:
 - i. Entrepreneurial programs
 - ii. Class Tours
 - iii. Class Visits
 - iv. Library on the Loose (Holly, Oro-Medonte)
 - v. Circle of Readers
 - vi. Drop-In Story times
 - vii. Movie Screenings
 - viii. Drop In Crafts
 - ix. Letters to Santa
 - x. Introduction to Email (Outlook/Gmail/Yahoo)
 - xi. Introduction to the Internet
 - xii. Introduction to Ancestry.com
 - xiii. Tablet Training (Android/iPad)
 - xiv. Getting started with ebooks
 - xv. SimplyAnalytics Hands-On
 - xvi. Tech One-on-One
 - xvii. Health & Wellness
 - xviii. Writing programs
 - xix. Financial programs

10. Visiting Library Service

- a. Selection and delivery of materials to the house bound
- b. Book Blocks delivered to nursing and retirement homes

11. Volunteer Opportunities

12. Community Bulletin Boards

- a. Materials are approved by Information Barrie prior to posting

13. Information Barrie

- a. Community information and referral service with over 3000 entries

14. Room Rentals

- a. Currently available at the Painswick Branch

15. Study Space/Reading Areas/Community Meeting Space

16. Reference Services

- a. Reader's Advisory (recommending books)
- b. Bibliographic Instruction/library instruction
- c. Directional reference
- d. Genealogy / Local History reference

- e. In-person
- f. By phone
- g. Virtual (e-mail)

17. Accessibility Services

- a. Daisy Readers and Daisy books
- b. Accessible access to library facilities
- c. Handheld magnifiers
- d. DaVinci Desktop Magnifier
- e. Accessible PCs: installed with JAWs, ZoomText, MAGic Reader and Kurzweil and with adjustable desks
- f. Wheelchair accessible table

18. Computer Access

- a. Internet
 - i. Walk up
 - ii. Pre-booking
 - iii. Wifi
- b. Word Processing
- c. Design Software (Adobe Creative Suite)
- d. Tablet computers – for use in programs and Tech 1-to-1 sessions
- e. 3D Printers – for use in scheduled programs
- f. Scan Pro digital microfilm readers
- g. Virtual Reality equipment – for use in scheduled programs
- h. Sewing machines
- i. Vinyl Cutter

19. Photocopying

20. Scanning

21. Support For:

- a. Lifelong learning
 - i. Informal
 - ii. Formal - research
- b. Leisure time interests
- c. Information needs
 - i. Access to information at all levels
 - ii. Collecting information about the local community and making it readily available
 - iii. Training people of all ages in the use of information and the associated technology
 - iv. Guiding users to the appropriate information sources

- v. Act as a gateway to the information world by bridging the gap between the 'information rich' and the 'information poor'
- d. Community activities
- e. Cultural activities
- f. Recreational reading
- g. Literacy
 - i. Promoting reading
 - ii. Providing appropriate materials for those with low literacy skills and working with other agencies in the community involved in improving literacy rates
 - iii. Organizing events to promote an interest in reading, literature, media, and culture
 - iv. Promoting and providing training in the use of computer technology
 - v. Promoting awareness of new developments in the media market
 - vi. Helping people to find the information they need in the appropriate format
 - vii. Co-operating with teachers, parents and other contact persons to help newcomers acquire the necessary skills to help them succeed in Canada



Submitted by: _____

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