



STAFF REPORT ACTION REQUIRED

13.

Proposed Conference Attendance – 2007

Date:	May 14, 2007
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

Toronto Public Library is one of the largest and busiest public libraries in the world. The Library provides a sophisticated range of traditional and electronic services. Staff attendance at international conferences is an important way of understanding developments in the library and technology sectors which have the potential to improve the quality of library service offered to residents of Toronto.

This report ensures compliance with the Board's Expense Claim Policy, approved in November 2004, which guides the approval and reimbursement of expenses incurred by employees while conducting business for the Library. The policy requires Board pre-approval for staff travel at events where the total cost is more than \$3,500 per individual.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board approve the following conference attendance:

1. two staff members attend the World Library and Information Congress: 73rd IFLA General Conference and Council: Libraries for the Future: Progress, Development and Partnerships, in Durban, South Africa, at a cost of \$4,500 per person;
2. one staff member attend the User Experience Conference in San Francisco, California at a cost of \$3,645;
3. one staff member attend the Gartner Symposium ITXPO 2007 in Orlando, Florida at a cost of \$6,555; and
4. one staff member to attend Interop, New York in New York City at a cost of \$4,845.

Implementation Points

Staff travel is subject to conditions set out in the Board Expense Claim Policy. Information gained through conference attendance is shared with appropriate staff to enhance service delivery.

FINANCIAL IMPACT

Implementation of recommendations about conference attendance in this report will have no financial impact beyond what has already been approved in the current year's budget.

DECISION HISTORY

Proposed conference attendance in this report has been reviewed and recommended by the City Librarian and appropriate Director.

COMMENTS

Toronto Public Library is one of the largest and busiest public library systems in the world. The Library delivers a sophisticated range of traditional and electronic services to a diverse population. Staff attendance at conferences is an important part of service development and complements other staff development strategies including participation in professional organizations, continuing education, and internal staff training.

In 2007 there are four conferences where the cost per individual exceeds \$3,500 as outlined below.

World Library and Information Conference: 73rd IFLA General Conference and Council: Libraries for the future: Progress, Development and Partnerships in Durban, South Africa.

It is recommended that two staff attend this conference at a cost of \$4,500 per person. IFLA is the major international library organization which addresses issues of multiculturalism and diversity. The conference focus on the future of public libraries and building partnerships will be an important input into the Library's strategic plan. One staff member will also present a paper at the IFLA satellite conference – the 7th International Conference on Performance Measurements in Libraries and Information Services in Northumbria, South Africa. Toronto Public Library is coordinating the Metropolitan Libraries Section of IFLA statistic project to advance global benchmarks for Large Urban Public Libraries. Outcomes of this project will enhance benchmarking initiatives within Toronto Public Library.

User Experience Conference, San Francisco

It is recommended that one staff member attend this conference at cost of \$3,645. Information from the conference will improve results of the Library's on-going User Experience Project to make the website and electronic services easier for users to access.

Gartner Symposium ITXPO 2007

It is recommended that one staff member attend this conference at a cost of \$6,555 of which \$3,800 is registration fees. The Gartner conference focus is on helping to develop and execute an information technology strategy. Information from the conference will enable the Library to benchmark itself against key IT performance metrics and plan effectively for future IT developments.

Interop, New York

It is recommended that one staff member attend the conference at a cost of \$4,845 of which \$3,000 is registration fees. The conference presents leading IT developments which will enable the Library to plan effectively for future IT developments.

CONTACT

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SIGNATURE

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