



## STAFF REPORT ACTION REQUIRED

15.

### **Pauline Hinch Endowment Fund – Funding to Support Library Staff Development**

<b>Date:</b>	March 24, 2014
<b>To:</b>	Toronto Public Library Board
<b>From:</b>	City Librarian

#### **SUMMARY**

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This report proposes that the Toronto Public Library Board authorize a contribution from Toronto Public Library to the Toronto Public Library Foundation for the Pauline Hinch Endowment Fund. This endowment fund supports an annual award for staff development in honour of Pauline Hinch, a former Library staff member. The proposed amount would be a contribution of \$5,000 in 2014 and \$5,000 in 2015, for a total of \$10,000 over two years. Gordon Hinch, who founded this award, has expressed his commitment to making additional donations in future that would more than match additional funding provided through this initiative. During this period, the Library would also conduct a fundraising campaign directed towards Library staff with a goal of raising additional funding for the award.

Gordon Hinch attended the Library Board meeting on March 27, 2013 to raise awareness of this award and to encourage the Board to take steps to enhance the funds available for this award. The Board passed a motion endorsing the promotion of and fundraising for the award. This fund provides an annual or biennial award providing a full or partial scholarship to Library staff members seeking to qualify as a librarian at an accredited library science program. Currently, the fund stands at just over \$98,000. Of this amount Mr. Hinch has contributed over \$65,000. This initiative will increase the Pauline Hinch Endowment fund, thereby ensuring that there is sufficient capital in the fund to ensure an annual disbursement of at least \$3,500 to the Pauline Hinch Award for Staff Development.

#### **RECOMMENDATIONS**

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**The City Librarian recommends that the Toronto Public Library Board:**

1. approves a contribution of \$5,000 in 2014 and \$5,000 in 2015 for a total of \$10,000 over two years from the Toronto Public Library to the Pauline Hinch Endowment Fund held by the Toronto Public Library Foundation.

## **FINANCIAL IMPACT**

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Funds in the amount of \$5,000 in 2014 and the same amount in 2015 will be contributed from the Library's Staff Training and Development budget to the Pauline Hinch Endowment Fund. This will result in sustained funding.

The Director, Finance & Treasurer has reviewed this financial impact statement and is in agreement with it

## **DECISION HISTORY**

The Pauline Hinch Endowment Fund, established in 2009, supports an award for staff development. The Pauline Hinch Memorial Award is funded through the Pauline Hinch Endowment fund at the Toronto Public Library set up by Mr. Gordon Hinch in memory of his late wife, a former manager at North York Central Library.

On March 27, 2013, Mr. Gordon Hinch addressed the Library Board to raise awareness of the Fund, encouraging the Board to enhance the endowment funds available for the award. At that meeting, the Board passed a motion endorsing:

*the promotion of and fundraising for the Pauline Hinch Endowment Fund that supports the Pauline Hinch Memorial Award for staff development as a valuable complement to the Library's ongoing support of staff development.*

## **COMMENTS**

Currently the Pauline Hinch Endowment Fund stands at \$98,366. Of this amount, Mr. Hinch has contributed \$65,169. This initiative will increase the Pauline Hinch Endowment fund to ensure that there is sufficient capital in the fund for an annual disbursement of at least \$3,500 to the Pauline Hinch Award for Staff Development and will result in sustainability for the Endowment fund. The annual award provides funding for a full or partial scholarship to Toronto Public Library staff seeking to qualify as a Librarian at an accredited library science program.

One of the goals of the Board's Strategic Plan – 2012 - 2015 is to support staff by equipping them with the necessary skills and training in order to support users, innovate and evolve services and to deliver services for Torontonians. Training in professional librarianship is one of the means of ensuring that the Library has an expert staff to meet the challenges of 21<sup>st</sup> century library service and to make a positive change to the city.

The proposed amount would be a contribution of \$5,000 in 2014 and \$5,000 in 2015 for a total of \$10,000 over two years. Gordon Hinch, who founded this award has expressed his commitment to making additional donations in future that would more than match additional funding provided through this initiative.

The Library will work in partnership with the Foundation to raise further funds through a fundraising campaign directed to staff. Contributions to the Pauline Hinch Endowment Fund will ensure that the fund continues to grow for years to come and that staff, through an annual application process, will have access to funds to support library related studies.

## **CONTACT**

Katherine Palmer; Director, Planning, Policy and E-Service Delivery; Tel: 416-395-5602;  
E-mail: [kpalmer@torontopubliclibrary.ca](mailto:kpalmer@torontopubliclibrary.ca)

## **SIGNATURE**

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Jane Pyper  
City Librarian