



CITY OF VANCOUVER

ADMINISTRATIVE REPORT

A14

Report Date: June 28, 2006
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TO: Vancouver City Council
FROM: City Librarian, Vancouver Public Library
SUBJECT: New Positions for Vancouver Public Library

RECOMMENDATION

- A. That Council approve the establishment of a full time Librarian position, for the Kensington Branch, subject to classification by Human Resources, at no net cost to the City.
- B. That Council approve the establishment of a full time Network Specialist for the Vancouver Public Library, subject to classification by Human Resources, at no net cost to the City.

CITY LIBRARIAN'S COMMENTS

The City Librarian recommends the creation of a Librarian I position and a Network Specialist position.

CITY MANAGER'S COMMENTS

The City Manager recommends A and B.

COUNCIL POLICY

The establishment of full time positions requires Council approval.

PURPOSE

To obtain Council approval for a new full time position at the Kensington Branch Library and a position in the systems department at the library.

BACKGROUND

The Kensington Branch Library is moving to King Edward Village (across the street from the current location). Construction is scheduled for completion in late 2006. In April, 2004 Council approved the library leasing space for a new Kensington Branch Library and the additional operating costs once the branch was built. The 2004 report indicated that two full time and two FTE of part time staff were needed in addition to the existing staff and Council approved two full time positions.

The Vancouver Public Library currently runs a telecommunications and a local area network across 22 branches providing access to library resources on a 24x7 basis. Currently there is a single staff person with the specialization and skill set necessary to maintain this equipment. The Vancouver Public Library has agreed to host the Public Library Services Branch of the Provincial Government's provincial web servers. This will provide the library with additional funding which will be used to strengthen our staffing resources in this area.

DISCUSSION

The Library now believes that an additional full time Librarian I will better suit the needs of the branch, rather than some of the part time hours mentioned in the 2004 report. There would no additional costs for the branch (other than mentioned in the 2004 report) with the addition of this position.

Vancouver Public Library has identified a need for a full time Network Specialist to service the increasing telecommunications requirements of the library and the additional work taken on by the library hosting the Public Library Services Branch's public web servers. The library has only has one staff person at this specialization level, resulting in a potential vulnerability should the single staff person be unavailable to the library. The library also requires support over a longer period on time in the day than is possible with one staff person.

FINANCIAL IMPLICATIONS

The cost for a full time librarian position, including benefits and vacation replacement, is \$58,800. This funding will come from a reduction in part time hours that were planned for the Kensington Branch. There are no additional financial costs related to the creation of this position.

The cost of a full time Network Specialist, including benefits, is \$63,600. The Library receives on going grants from the Provincial Government that will cover the cost of the position. There will be no net cost to the City related to the creation of this position.

CONCLUSION

The creation of a new librarian position will ensure that the new branch operates efficiently. The creation of a Network Specialist will allow the library to better manage the workflow and to provide staff backup.