



CCRD Governance & Service Delivery Study Fact Sheets September 2016

LIBRARY SERVICE

► What service is provided?

Library service is provided to CCRD by the Vancouver Island Regional Library (VIRL). Although not delivered directly by the Regional District, the CCRD participates on the library board and collects taxes on behalf of the regional library board. VIRL is a large library system with a total of 39 branches from Haida Gwaii to Bella Coola and Vancouver Island, and a service area population greater than 430,000. CCRD is one of 10 regional districts and 28 municipalities that participate in the system.

The CCRD is served primarily by VIRL's Bella Coola branch, established in 1981. The library has moved as it expanded, and is currently located at 450 MacKenzie Street (see location in Figure 1). The branch is open 4 days a week (Wednesday through Saturday) for a total of 21.5 hours (10 to 1 and 2 to 5 pm on Thursday through Saturday, and 10 to 1:30 on Wednesdays). VIRL Library cards are free to those who live within the CCRD.



In addition to the branch, residents can use the Book by Mail program, which is intended for residents in remote locations within the VIRL service area. Through the program residents may

borrow books, talking books, CDs and DVDs. Books by Mail customers also have access to professional librarians who can help select materials and find information. Through the VIRL, residents can also obtain a BC OneCard for free, which provides borrowing privileges at any BC public library.

In addition to the selection of fiction and non-fiction books, magazines, newspapers, and reference materials available at the Bella Coola branch, the VIRL library card gives access to:

- programs for children and adults;
- free internet access at 4 computer workstations as well as wireless access;
- DVDs, CDs, audiobooks and eBooks;
- Services for members who are print disabled, living in remote areas or seeking materials in other languages; and,
- BC public libraries via the BC OneCard.

► Who makes decisions?

VIRL is a stand-alone corporation established under the authority of the *Library Act*. VIRL's governing body is its Board of Trustees comprised of representatives of the system's member jurisdictions. As per the *Library Act*, each of the 28 participating municipalities appoints a council member to the VIRL Board. In addition, each of the 10 participating regional districts appoints one electoral area director from the region's participating electoral areas. The Board consists of 38 trustees, including one director from CCRD.

VIRL's Board of Trustees makes all major decisions related to the service. The Board does have an executive committee, which provides direction, makes recommendations and is accountable to the Board of Trustees. The Executive Committee includes the chair, vice-chair, Board past chair and 8 representatives

elected from the Board. The Executive Committee reviews staff reports before they proceed to the Board, but does not make decisions.

The entire Board votes on all matters. Most decisions are made using a corporate voting model, in which each Board member receives one vote. Decisions related to the budgets and expenditure of monies, however, are made using a weighted vote system that awards votes to members in proportion to the amount of tax contributions from their respective areas (which are a result of a combination of population and assessed values). Each jurisdiction receives one weighted vote plus one additional vote for each ¼ percent of total VIRL tax contributions after the first ¼ percent. On these types of votes, the CCRD receives one vote out of a total of 403.

It is important to understand that the boards of participating regional districts, and the councils of participating municipalities, have no formal involvement in VIRL governance other than through their appointed representatives on the VIRL Board. VIRL is an independent corporation, separate from the municipal and regional district corporations that participate in the system.

➤ **Who delivers the service?**

VIRL staff are responsible for the delivery of all aspects of the library service, including:

- front-line branch services (e.g., check-out, reference, children's programs, etc.);
- branch support services (e.g., transporting collections between branches); and,
- head office functions (e.g., administration, planning, HR, finance, information systems).

➤ **What is spent by CCRD on the service?**

Figure 1 shows the total 2016 cost for delivering the VIRL library service to the CCRD at \$54,755. This amount represents the cost of delivering library services to the whole region, including electoral areas A, B, C, D, and E. While the majority of the amount represents the requisition from VIRL, there is also a small administration cost component for the CCRD. All capital improvements, as well as equipment, is funded through the VIRL, including amounts for the Bella Coola library branch. The CCRD therefore does

not keep reserve accounts for the Bella Coola library branch.

Service	Cost ¹
VIRL Library Service	\$54,768

¹ Costs are from 2016-2020 financial plan.

➤ **How are the costs recovered?**

Property taxes are the source of funding for the library service. Each year, the VIRL determines the total amount it requires from its members. The total requirement is then allocated among the participating jurisdictions based on a combination of converted assessment (50%) and population (50%). Cost sharing on the basis of property assessments reflects a community's ability to pay, and cost sharing on the basis of population reflects a community's usage (or potential usage) of the library. The CCRD then apportions that cost amongst all property owners on the basis of property assessments (land and improvements).

➤ **What is the cost to a typical residence?**

The cost of the CCRD library services is recovered from taxpayers on the basis of property assessments (land and improvements). A residence assessed at \$150,000 paid approximately \$37 in taxes in 2016 for library services, as shown in Figure 2.

Service	Tax Req. ¹	Res. Rate	Total ²
VIRL Library	\$54,755	0.2480	\$37
Total			\$37

¹ Tax requisition amount excludes 5.25% Surveyor of Taxes fee
² Impact is calculated on a home assessed at \$150,000