

FINANCE AND CIVIC DEVELOPMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: RADIO FREQUENCY IDENTIFICATION CONVERSION PROJECT -
BOB PRITTIE METROTOWN AND MCGILL BRANCHES, BURNABY
PUBLIC LIBRARY (PHASE 2)**

RECOMMENDATIONS:

1. THAT Council approve the expenditure of \$300,000 from the 2014 – 2018 Financial Plan for the purchase of the equipment and supplies required for the conversion to Radio Frequency Identification for securing and circulating library materials.
2. THAT Council bring down a bylaw in the amount of \$314,020 (inclusive of GST) from Capital Reserves to finance the purchase of the equipment and supplies required for the conversion to Radio Frequency Identification.

REPORT

The Finance and Civic Development Committee, at its meeting held on 2014 May 22, received and adopted the *attached* report seeking Council's funding and expenditure approval for the equipment and supplies required for the conversion to Radio Frequency Identification for securing and circulating library materials.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager Chief Librarian Director Finance City Solicitor
------------	---

TO: CHAIR AND MEMBERS
FINANCE AND CIVIC DEVELOPMENT
COMMITTEE

DATE: 2014 May 13

FROM: CHIEF LIBRARIAN

FILE: 2410-20

**SUBJECT: RADIO FREQUENCY IDENTIFICATION CONVERSION PROJECT –
BOB PRITTIE METROTOWN AND MCGILL BRANCHES, BURNABY
PUBLIC LIBRARY (PHASE 2)**

PURPOSE: To obtain funding and expenditure approval for the equipment and supplies required for the conversion to Radio Frequency Identification for securing and circulating library materials.

RECOMMENDATIONS:

1. **THAT** Finance and Civic Development Committee recommend Council approve the expenditure of \$300,000 from the 2014 – 2018 Financial Plan for the purchase of the equipment and supplies required for the conversion to Radio Frequency Identification for securing and circulating library materials.
2. **THAT** Finance and Civic Development Committee request Council to bring down a bylaw in the amount of \$314,020 (inclusive of GST) from Capital Reserves to finance the purchase of the equipment and supplies required for the conversion to Radio Frequency Identification.

REPORT

The 2014 Provisional Plan included funding for the provision of phase one for funding the radio frequency identification conversion project at the Bob Prittie Metrotown and McGill Branches, Burnaby Public Library. Phase one funding and expenditure approval of \$400,000 was granted earlier this year. The 2014 – 2018 Financial Plan includes provision of \$700,000 for phase one (\$400,000) and phase two (\$300,000) funding the radio frequency identification conversion project at the Bob Prittie Metrotown and McGill Branches, Burnaby Public Library.

Burnaby Public Library introduced RFID and self-check at the Tommy Douglas Library when the branch opened in 2009. The library chose to implement RFID at Tommy Douglas for two reasons: to create a more open and welcoming entrance by doing away with the pass-around system for loss prevention that required two circulation desks and to reduce repetitive tasks for staff. The move to RFID and self-check was well received by the public and the Cameron Branch was converted over to RFID in 2013.

To: Chair and Members Finance and Civic Development Committee
From: Chief Librarian
Re: Radio Frequency Identification Conversion Project – Bob Prittie
Metrotown and McGill Branches, Burnaby Public Library (Phase 2)
2014 May 13.....Page 2

The move to RFID and self-check at the Bob Prittie Metrotown and McGill Branches will have similar affects – barrier-free and more open entrances as well as a reduction in repetitive tasks and the consolidation of circulation functions for a more efficient use of staff. The conversion to RFID and self-check at the Bob Prittie Metrotown and McGill Branches is timely given that the current loss prevention system used at both of these branches (Checkpoint RFI) is now no longer being supported.

RECOMMENDATIONS

That Finance and Civic Development Committee request Council to approve the expenditure included in the 2014 - 2018 Financial Plan and bring down a bylaw in the amount of \$314,020 (inclusive of GST) from Capital Reserves to finance the purchase of phase two of the equipment and supplies required for the conversion to Radio Frequency Identification at the Bob Prittie Metrotown and McGill Branches, Burnaby Public Library.



Edel Toner-Rogala
CHIEF LIBRARIAN

ET/nk

Copied to: Director Finance
City Solicitor