

**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 2015 LIBRARY VEHICLE AND RFID CONVERSION PROJECT  
COMPLETION BYLAW FUNDING REQUEST**

**RECOMMENDATION:**

1. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$109,950 (inclusive of GST of \$4,950) to finance two projects, as outlined in this report.

**REPORT**

The Financial Management Committee, at its meeting held on 2015 September 15, received and adopted the attached report seeking Council's funding approval for a Library vehicle and completion of the Radio Frequency Identification (RFID) conversion project.

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
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**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE

**DATE:** 2015 August 28

**FROM:** CHIEF LIBRARIAN

**SUBJECT:** 2015 LIBRARY VEHICLE AND RFID CONVERSION PROJECT  
COMPLETION BYLAW FUNDING REQUEST

**PURPOSE:** To request bylaw funding for a Library vehicle and completion of the RFID conversion project.

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**RECOMMENDATIONS:**

1. **THAT** the Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$109,950 (inclusive of GST of \$4,950) to finance two projects as outlined in this report.

**REPORT**

**1.0 OUTREACH VAN (ADZ.0001) \$40,000**

In the 2015-2019 Annual Financial Plan the Library Board placed a priority on creating new opportunities for the community to engage with the library. "Pop-up Libraries" were identified as a successful strategy to deliver on this priority as they bring the library to community events, such as the Farmers' Market and the Canada Day celebrations at Swangard Stadium, where community response has been overwhelmingly positive. The Capital Plan includes an outreach vehicle to facilitate the provision of more "Pop-up Libraries" and enable staff to effectively engage with our community in a visible and interactive manner.

**2.0 RADIO FREQUENCY IDENTIFICATION (RFID) (ADY.0006) \$65,000**

Radio frequency identifier (RFID) technology is used to perform circulation functions, including a self-check option and loss prevention. The new system has been installed and renovations to the interior entrances are near completion at the Bob Prittie Metrotown and McGill branches. In order to complete the move to this system, additional funding is requested to purchase necessary equipment and furniture related to the renovated spaces.

*To: Chair and Members Financial Management Committee*

*From: Chief Librarian*

*Re: 2015 LIBRARY VEHICLE AND RFID CONVERSION PROJECT COMPLETION BYLAW FUNDING REQUEST  
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### **3.0 RECOMMENDATION**

It is recommended that the Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$109,950 (inclusive of GST of \$4,950) to finance two projects as outlined in this report. Sufficient Capital Reserves are available to fund these two projects.



M. Edel Toner-Rogala  
CHIEF LIBRARIAN

ET/lj

cc: City Manager  
Director Finance  
City Solicitor