

**TO:** CHAIR AND MEMBERS  
COMMUNITY HERITAGE COMMISSION

**DATE:** 2020 June 10

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 1650 20

**SUBJECT:** BURNABY SCHOOL HISTORY PUBLICATION PROJECT

**PURPOSE:** To outline plans for printing, distribution, and digitization of a historical publication featuring the history of Burnaby schools.

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**RECOMMENDATION:**

1. **THAT** the Community Heritage Commission receive this report for information.

**REPORT****1.0 BACKGROUND**

The City of Burnaby is a registered publisher, and has published several books on the history of Burnaby. In 2006, Council approved funding for the design and printing of a book documenting the history of Burnaby's schools, authored by a committee of the British Columbia Retired Teachers Association. At the Community Heritage Commission meeting on 2019 June 06, staff were asked to prepare a report providing information for the printing, distribution, and digitization of the book, which has been titled *Inkwells to Internet: A History of Burnaby Schools*.

**2.0 POLICY FRAMEWORK**

Printing, distributing, and digitization the Burnaby school history publication aligns with the following goals and sub-goals of the *Corporate Strategic Plan*:

- **A Connected Community**
  - Digital connection – Provide online access to core City services and information.
  - Partnership – Work collaboratively with businesses, educational institutions, associations, other communities, and governments.
- **A Healthy Community**
  - Community involvement – Encourage residents and businesses to give back to and invest in the community.
- **A Thriving Organization**
  - Technology and innovation – Support technology development and innovation to empower staff to advance community objectives.

### **3.0 PRINTING, DISTRIBUTION, AND DIGITIZATION**

#### **3.1 Printing and Distribution of *Inkwells to Internet: A History of Burnaby Schools***

The Community Heritage Commission has recommended Council's support for a project to publish a book about the history of Burnaby schools. The Burnaby School Board contributed \$5,000 to the production and printing of the book through a Burnaby School Board Centennial Grant. Burnaby City Council approved a recommendation from the Commission to allocate \$5,000 from the Community Heritage Commission budget toward the project.

Since that time, the Burnaby School History Book Committee has completed the work of writing and editing the book, and selecting images to accompany the text. Graphic design of the book is in progress. A total of \$4,000 has been spent to date.

The Council Report of 2006 March 02 included a plan for distribution of the book free of charge to Burnaby schools and public libraries, as well as the sale of the book with a portion of the sales contributed to a bursary fund for Burnaby School District students pursuing post-secondary education. An updated distribution plan has subsequently been developed (see *Attachment I*) and includes printing 67 books for free distribution, and 120 books for sale. The cost to print 187 books is estimated at \$5,984.

The total cost to design and print *Inkwells to Internet: A History of Burnaby Schools* is \$9,984, which consumes the allocated funding of \$10,000. The 120 books that will be available for purchase will be sold at an estimated price of \$45, which would enable \$13 from each book sold to be contributed to a bursary fund. Subsequent print runs may be sold on a cost-recovery basis.

#### **3.2 Digitization of *Inkwells to Internet: A History of Burnaby Schools***

In order to extend access to the publication, a digital copy of *Inkwells to Internet* will be published, with access through the Heritage Burnaby website. Patrons can access both digital and hard copy books through Burnaby schools and public libraries. The Burnaby Public Library's patrons are more likely to access hard copies of reference and non-fiction material, but frequently access fiction books digitally. The School District sees interest in both hard copy and digital books in all subject areas, with a trend toward increasing use of digital books.

The City of Burnaby has already converted nine of Burnaby's historical publications to a digital format that is accessible via the Heritage Burnaby website. This digitization method makes the content of the book searchable through Heritage Burnaby. If a researcher wants to see the entire book, they can access a digital copy of it on Heritage Burnaby which they can read from beginning to end on their computer screen or mobile device. A researcher can also access specific content from the book when they enter a search term on a Heritage Burnaby search screen. This search functionality allows information from the book to become accessible to many more researchers, including those who may not even know about the book.

To: Community Heritage Commission  
From: Director Planning and Building  
Re: Burnaby School History Publication Project  
2020 June 10..... Page 3

Digitizing *Inkwells to Internet: A History of Burnaby Schools* will enable the Burnaby Public Library and Burnaby School District Library to include a link to the book within their existing catalogues. Researchers will be able to discover the book in the public or school library catalogue, and then follow a link from that catalogue record directly to the digital copy of the book hosted on the Heritage Burnaby website. Digitization of the book will cost \$4,000, and will be funded through operating funds available to support civic heritage projects.

#### 4.0 CONCLUSION

This report is provided for the information of the Community Heritage Commission to outline plans for printing, distribution, and digitization of the historical publication *Inkwells to Internet: A History of Burnaby Schools*.



E. W. Kozak, Director  
PLANNING AND BUILDING

LC:sa

***Attachment***

cc: City Manager  
Director Finance  
Director Corporate Services  
Chief Librarian  
Chief Information Officer  
City Clerk

**Distribution Plan for History of Burnaby Schools Publication:**

<b>COMPLIMENTARY COPIES</b>		
	5	1 complimentary copy for each member of the Burnaby School History Book Committee
	1	City of Burnaby Archives
	1	Burnaby Village Museum
	1	City of Burnaby Planning Department
	1	Burnaby School District Office
	5	5 copies for the Burnaby Public Libraries: <ul style="list-style-type: none"> <li>• Special Collections</li> <li>• Bob Prittie Metrotown</li> <li>• Tommy Douglas</li> <li>• McGill</li> <li>• Cameron</li> </ul>
	1	School District Resource Library
	1	School District Resource Library
	1	Library and Archives Canada Legal Deposit Program
	8	Burnaby Secondary Schools
	41	Burnaby Elementary Schools
<b>Total complimentary copies:</b>	<b>67</b>	
<b>COPIES FOR SALE</b>		
	120	City of Burnaby
<b>Total copies for sale:</b>	<b>120</b>	
<b>Total Copies Printed</b>	<b>187</b>	