

REPORT OF THE COMMITTEE ON SALARIES

SALARIES

Report of the O.L.A. Committee on
Salaries of Librarians, 1945



(From the Ontario Library Review, August, 1945.)

REPORT OF THE COMMITTEE ON SALARIES

Madam President and Members of the Ontario Library Association

I have the honour to present the report of the Committee on Salaries, not the least striking feature of which is that it is the first such report ever presented to this Association in the forty-five years of its existence.

The first task of your Committee was to gather statistics. As a first attempt it is incomplete.

A Questionnaire was drawn up which was sent to public libraries by the Inspector of Public Libraries and to university and college libraries by Miss Marget Meikleham, who also tabulated the results. The replies of the Public Libraries were tabulated by your Chairman. A special questionnaire for school libraries was drawn up and the results tabulated by Miss Margaret Fraser.

REPORT ON PUBLIC LIBRARIES

As a first essay in this field your Committee found they must confine themselves chiefly to the question of professional librarians and it will be seen that from this point of view the smaller libraries hardly come into the picture at all. The employment of trained librarians at adequate salaries in the smaller places is a problem of county and regional organization rather than a matter to be dealt with by this Committee.

We wish it understood, however, that in defining a trained or professional librarian as a graduate of an accredited library school we intend no discrimination against graduates of the Ontario Library School before 1928 (referred to as holding O.L.S. Certificates). For those now in service the recommendations of the Certification Committee are assumed. We also recognize that significant professional

work is being done by many librarians who lack formal training and that many small libraries are making a great contribution to the enlightenment of their communities. But standards for the future have to be set by present conditions, which include the establishment of university library schools. We have no doubt that experience and achievements in actual work will be given due weight both by the Department of Education and discriminating library boards.

The results of the questionnaire proved extremely difficult to tabulate. One is forced to the conclusion that libraries are the last refuge of sturdy individualism in a standardized world. The following tables will show that size of staff is not uniformly related to size of place nor are salaries always related to training, though in general the value of training is being recognized. While salaries generally rise with size of place, there are notable exception and towns which seem comparable may pay greatly varying salaries.

There is no accepted standard for vacations or sick leave, very little protection for old age, a lamentable lack of set salary schedules and wide variation in regard to cost-of-living bonus.

In spite of all our care in drawing up the questionnaire one or two questions proved ambiguous, notably those referring to hours. So many of the smaller libraries reported that the librarian worked "full time", while hours in working week were reported as anywhere from 12 to 35 that we concluded that the hours must refer to hours open. Allowing for this misunderstanding working hours for librarians seem to vary from 36 to 42½, with 38 to 40 normal.

SUMMARY: PUBLIC LIBRARIES

REPLIES CLASSIFIED BY SIZE OF PLACE

	Total Number	Number Having Public Libraries	No. of Replies
1. <i>Cities and towns—</i>			
A. Under 80,000 population.....	5	5	5
B. 10,000 - 40,000 population.....	29	28	26
C. 5,000 - 10,000 population.....	30	25	22
D. Under 5,000 population.....	267	129	43
	<hr/> 331	<hr/> 187	<hr/> 96

2. Other--		
Townships over 10,000 population	2	1
Unlisted 5,000-10,000 population	1	0
Townships under 5,000 population	1	1
	191	98

REPLIES CLASSIFIED BY NUMBER OF STAFF

	Population				Total
	Over 80,000	10,000-40,000	5,000-10,000	Under 5,000	
Staff of 10 or more.....	5	5
Staff of 2 to 9.....	26	15	3	44
Staff of 1.....	1	6	42	49
	5	27	21	45	98

LIBRARIANS WITH TRAINING

	Short Courses	University OLS	Diploma	B.A.BLS	Total
	One large library	
Four Cities, 80,000-175,000	20	7	35	62
Cities and Towns, 5,000-40,000	4	29	13	16	62
(Note: 50 of these are in cities and towns over 10,000).					
Under 5,000	3	4	1	0	8
	7	53	21	51	260

Latest report of Inspector of Public Libraries: 255, exclusive of short courses.

WORKING CONDITIONS

	Salary Schedule	Vacations	Sick Leave	Pensions
A. 5 libraries with staff of 10 or more	5	5:19 days to 4 weeks	5:2-3 weeks	3
B. 44 libraries staff 2-9	13 (All over 5,000 population)	44:2-4 weeks	13: 2 weeks to 1 month	2
C. 49 libraries staff one	2 (One under 5,000)	46:2 weeks to 1 month	4:2-3 weeks	0

Note on B. Libraries:

Only four of the 13 salary schedules are reasonably complete.
All 13 libraries employ one or more trained librarians.

Note on One-Man Libraries:

Three pay no salary, 16 less than \$500.00.
6 librarians have training.
3 short courses, 1 OLS, 1 diploma, 1 BA BLS.

SALARIES OF TRAINED LIBRARIANS

- Salary Schedules, (including cost of living bonus):
 - Staff of 10 or more — (Min.): Assists., \$1225-1416; (Max.): Assists., \$1512-2304; Heads, \$100 to \$800 more than Assistants.
Increases: One library, \$50; 4—\$100.

B. Staff 2-9—(Min.): Chief, \$1500-2000; Assists., \$900-1400; Heads, \$1230-1440; (Max.)
 Chiefs, \$1620-2700; Assists., \$1020-2030; Heads, \$1344-1680.
 Increases—\$50, \$60, \$100, \$120.

C. Staff of one—Chief, \$780, 1260. Not stated—1440.

2. *Actual Salaries paid Trained Librarians* (including cost of living bonus):

A. Libraries over 80,000 population: Complete data not given.

See range of salary schedules above.

B. Libraries 5000—40,000 population.

CHIEF LIBRARIANS

	Total No.	Range of Salaries
No training	27	\$ 761-2700 (9 under \$1000)
Short courses	2	\$ 750-1550
OLS	8	\$1200-2300 (4 \$1500-2000)
Diploma	5	\$1450-2300 (2 over \$2000)
B.A. BLS	5	\$1300-2400 (4 1500 or over)
Vacancy	1	

ASSISTANTS

OLS	17	\$ 935-1470 (11—\$1200-1500)
Diploma	8	\$ 600-1500 (5—\$1100-1500)
B.A. BLS	9	\$ 780-1600 (6—\$1200-1450)

DEPARTMENT HEADS

Short courses	2	\$1520-1560
OLS	4	\$1290-1562
B.A. BLS	2	\$1410-1562
C. Libraries under 5,000 population:		
Short courses	3	\$1020- (only one full time)
OLS	4	\$ 525- 800 (3 full time)
Diploma	1	\$ 650

COLLEGE AND UNIVERSITY LIBRARIES

Questionnaire sent to 39 libraries listed in
Libraries in Canada, 1940-42.

15 replies received.

6 libraries reported no full-time staff. The
 Library is run by one of the faculty aided
 by Student assistants, or by student as-
 sistants aided by the office secretary.

SUMMARY OF NINE LIBRARIES

Hours—35 to 44 hours per week.
 Vacations—All report vacations, three weeks
 to one month, in one case the chief and
 associate librarians have two months.
 Sick Leave—Two libraries have specified times,
 14 days and 18 days respectively.
 Pensions—six report pensions or retiring
 allowances.
 Training—Seven employ one or more library
 school graduates. All professional staff
 have academic degrees.
 Salary Schedules—Four report salary schedules
 and one reports one under consideration.

SALARY SCHEDULES

(Including cost of living bonus)

Professional Assistants—Min. \$1050-1200
 Max. \$1575-1800
 Department heads—Min. \$1050-2000
 Max. \$2100-2800

ACTUAL SALARIES

Professional Assistants \$1000- to \$1500
 Heads of Departments \$1155- to \$2000

SCHOOL LIBRARIES

Questionnaire sent to 148 secondary schools,
 all those having 8 or more teachers. 109
 replies were received.

SUMMARY OF REPORTS

No library	6
Library, no librarian	8
Library work divided among teachers or pupils	12
Full time teacher as librarian	32
Teacher allowed 5-33% time as librarian, including 6 with partial training	23

Half-time librarian with teacher training	1
School secretary as librarian	4
Teacher 50-80% time in library, including	
1 Library School graduate, 5 short	
courses	8
Full time librarian	14

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8 teachers 50-80% time in library.

One Library School graduate and four with summer courses are on same schedule as teachers; one with no library training and one with summer course are below teachers; one with summer course receives \$100 extra.

14 Full-time Librarians.

6 with teachers' qualifications are on teachers' salary schedule (one of these Normal).

3 Library School graduates

2 Summer courses

1 No library training

3 with teachers' qualifications are not on teachers' salary schedule.

1 a library school graduate, is \$300 below.

2 with summer courses, 1 far below, 1 probably far below (schedule not given)

Teachers' maximum, \$2500-3400.

Librarians' maximum, \$1750-2300.

5 Library School graduates, without teachers' qualifications are not on teachers' salary schedules.

1 University and normal school

3 University

1 Without university

Teachers' maximum, \$2600-3500.

Librarians' maximum, \$1200-2500.

Difference, \$500-1600.

OTHER LIBRARIES

Ontario Civil Service Commission

The Civil Service Commissioner has kindly furnished us with particulars of a proposed new classification and salary schedule which has not yet been approved. The present maximum salary for Library Assistants is \$1600, for Librarians, \$2700. Under the proposed new plan, the various librarian positions have been rated in accordance with the three proposed grades.

Without going into full details, in general, the minimum qualifications for Library Assistants are likely to be: Honour Matriculation, an aptitude for and liking for library work; ability to co-operate. The grades as follows:

Library Assistants — Group I \$ 900-1200
 Group II \$1200-1500
 Group III \$1500-1800

The minimum qualifications for Librarians will be:

Honour matriculation and three years' acceptable experience as a Library Assistant, Grade 3; or, successful completion of the one year Diploma course at the University of Toronto, or other recognized University plus one year's library experience; or, the degree of B.L.S., University of Toronto, or the equivalent standing at any other recognized University.

The proposed grades are as follows:

Librarians — Group I \$1800-2000
 Group II \$2000-2400
 Group III \$2400-3000

Civil Service Commission of Canada

Librarians with University Degree and B.L.S. or its equivalent are now offered the following:

Grade I\$1500 to \$1800 plus bonus

Grade II\$1800 to \$2400 plus bonus

Grade III\$2400 to \$2700 plus bonus

Grade IV\$2700 to \$3300 plus bonus

Generally speaking positions in Grade I are for assistants in larger libraries or librarians in charge of smaller ones.

Grade II librarians are employed in more responsible or specialized positions, often requiring language or other special qualifications.

SPECIAL LIBRARIES

Salaries for librarians employed by businesses are usually regarded as confidential, but they are generally higher than in public libraries.

McGill University Library School kindly furnished us with the information that beginning salaries in Montreal are about \$1200 in public and university libraries and from \$1500 to \$1800 in special libraries.

COMPARABLE SALARIES

The Ontario Teachers' Federation is asking for legislation to establish the following scale:

Minimum salary for elementary teachers, \$1200.

Minimum salary for secondary teachers, \$1600, \$1800, \$2000, depending on size of school.

Annual increment \$100, maximum to be determined by negotiation with school boards.

CONCLUSIONS

1. Library salaries have not kept pace with rising standards of education and training.
2. Libraries cannot demand librarians with university graduation and a year's professional training unless salaries are brought

in line with other professions requiring similar length of training.

3. The service of public and university libraries will deteriorate, or fail to improve, unless salaries are at least as high as in government and special libraries.

RECOMMENDATIONS

It is not possible at this time to offer the minute grading of qualifications, duties and salaries such as are set forth in the A.L.A. Classification and Pay Plans. Our recommendations are most elementary and subject to revision when further study can be made.

1. That Salaries for Professional Librarians should be:

Grade 1—Minimum requirements: Honour matriculation and graduation from an accredited library school.

Salary: \$1200-1800, annual increment, \$100.

Grade 2—Minimum requirements: University graduation, or comparable training in special fields, and graduation from an accredited library school.

Salary: \$1800-2400.

Public Libraries in cities and towns under 50,000; \$1600-2200. Annual increment \$100.

Amended by the meeting: With the provision that these maxima should be raised in accordance with teachers' salaries in places where the teachers' maxima are higher.

Branch and Department Heads should be graded in accordance with responsibility assumed.

Chief Librarians should be paid salaries comparable with other officials in their community.

2. That when certification goes into effect Provincial Grants should not be paid unless salaries meet agreed minimum for different grades.

3. That the Department of Education be asked to consider granting professional status to library school graduates in school libraries, thus placing them on teachers' schedules.

4. That statistics on salaries of librarians be collected and published regularly in the future, and that the Department of Education and Public Libraries Branch be asked to take this responsibility for schools and public libraries respectively. The Dominion Bureau of Statistics might also be approached for help in regard to other classes of libraries.

5. That further study be made of the question of vacations, sick leave and hours of work.

6. That further study be made of the duties and salaries of non-professional personnel in libraries. For the present your committee recommends that clerical workers should be paid at the rate prevailing for similar work in their community, and not less than other employees of the same authority in comparable positions.

All of which is respectfully submitted.

ANNE HUME,
Windsor Public Library

CAROLINE B. HICKS,
Ottawa Public Library

MARGET MEIKLEHAM,
McMaster University Library

MARGARET FRASER,
Galt Collegiate Institute Library

FREDA F. WALDON, Chairman,
Hamilton Public Library.

