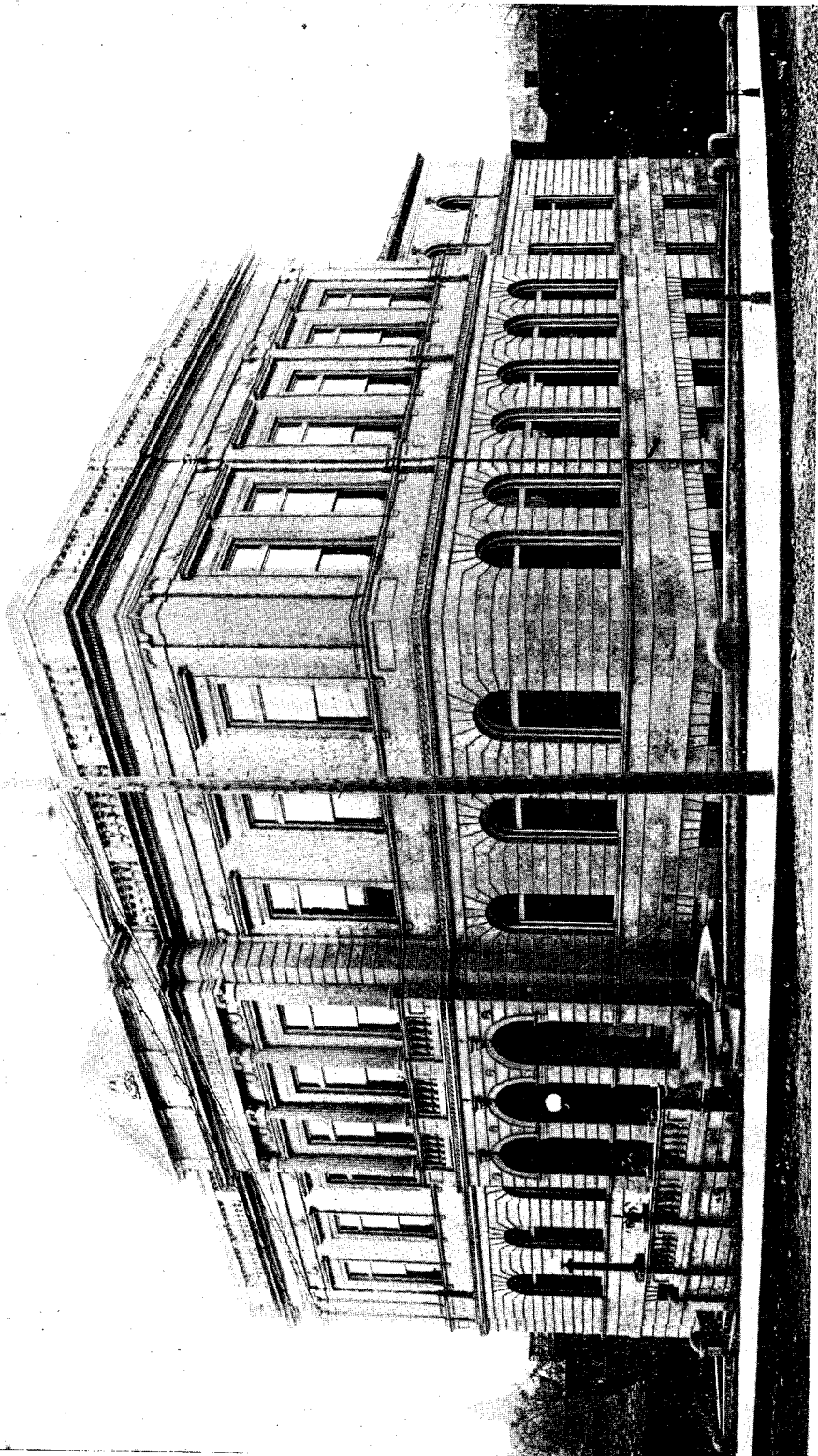
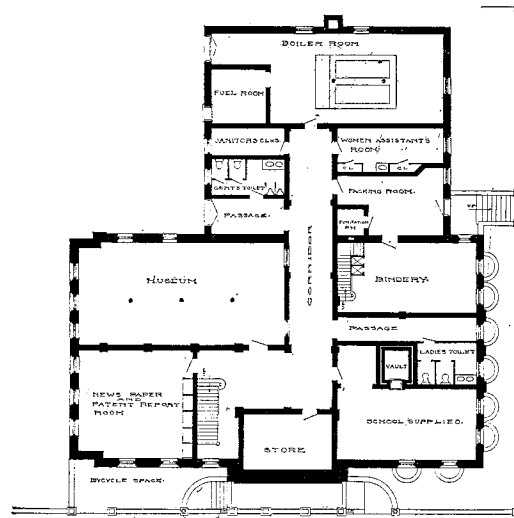


TWELFTH ANNUAL REPORT OF THE BOARD OF DIRECTORS  
OF THE FREE PUBLIC LIBRARY OF THE CITY OF  
ST. JOSEPH, MO., FOR THE FISCAL YEAR  
ENDING APRIL 30, 1902.

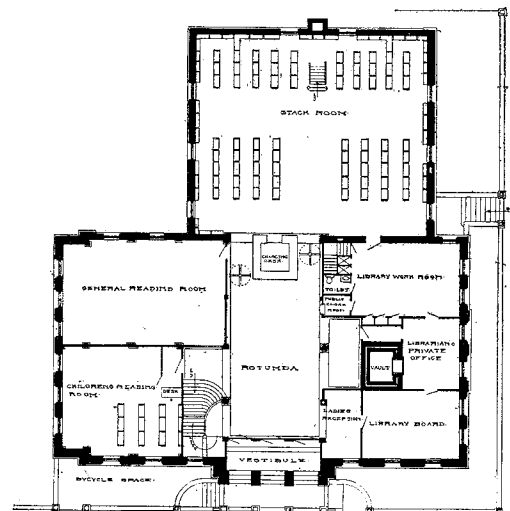


FREE PUBLIC LIBRARY, ST. JOSEPH, MO.



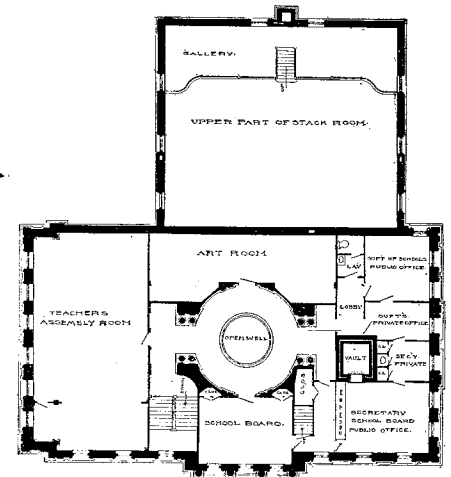
E. J. ECKEL ARCHT 1900

GROUND FLOOR PLAN



E. J. ECKEL ARCHT 1900

FIRST FLOOR PLAN



E. J. ECKEL ARCHT 1900

SECOND FLOOR PLAN

FLOOR PLANS, FREE PUBLIC LIBRARY, ST. JOSEPH, MO.

# FREE PUBLIC LIBRARY,

ST. JOSEPH, MO.

## OFFICERS.

President.....J. W. Atwill  
Vice-President.....H. K. White  
Secretary-Treasurer.....Chas. A. Pfeiffer  
Assistant Secretary.....Purd B. Wright

## DIRECTORS.

Term expiring 1902.	Term expiring 1903.	Term expiring 1904
H. K. White,	J. W. Atwill,	Chas. P. Cargill,
Chas. A. Pfeiffer,	A. B. Weakley,	Brother Elzear,
James H. McCord,	John Michel,	Elliot Marshall.

## COMMITTEES.

LIBRARY—White, Atwill, McCord.  
ADMINISTRATION—Cargill, Michel, Weakley.  
BUILDING AND GROUNDS—McCord, Marshall, Elzear.  
FINANCE—Pfeiffer, Cargill, Weakley.  
BY-LAWS—White, Michel, Elzear.  
SPECIAL BUILDING COMMITTEE—Pfeiffer, White, Cargill.

## LIBRARY STAFF.

Purd B. Wright, Librarian.  
Lulu C. Senter, Assistant Librarian.  
Assistants—Annie M. Perry, Eudora Martin, Maggie Elam, Minnie  
Peterman, Roy Whitmore.  
Substitutes—Lillian Kerr, Tillie Lohr.  
Messenger—Joseph Mann.

### PRESIDENT'S LETTER TRANSMITTING REPORTS.

To the Honorable Mayor and Members of the Municipal Assembly of the City of St. Joseph, Mo.:

Gentlemen: I take pleasure in herewith transmitting for your consideration the official reports of those connected with the Free Public Library for the fiscal year ending April 30, 1902.

It is not without a feeling of gratification that I am able to report that the use of the library, since its removal to the handsome new quarters provided by School District of St. Joseph, has surpassed the most sanguine expectations. While a portion of this may be attributed to transient curiosity, as over any new thing, it is believed that a very large portion of the increase will become permanent. The accessibility of the new quarters and the inauguration of the open-shelf system add greatly to the popularity of the library.

With a larger supply of books, the use of the library could be more than doubled, and it is to be deeply regretted that the actual wants of the community in this regard cannot be more nearly met than is now possible. This applies with greatest force to the children's department. With the fitting up of the room for the exclusive use of the younger generation, provisions were made for a more extensive use of juvenile books. Notwithstanding this, and the fact that no organized effort has as yet been made to bring the little people to the library, this department has been crowded from its opening; and at times it has been impossible to meet the requirements of the users. This shows what a field is open to the library. The greatest regret is that much time will be lost before it can begin to be filled. Funds are badly needed in this department.

The library continues to grow, both in size and in the estimation of the people, but its material growth by no means keeps pace with the growth of the city.

Work on the branch building in the southern part of the city is progressing favorably, and hopes are entertained that it may be opened for use in the early fall.

Your attention is directed to the reports herewith, as they give in detail all the transactions of the library officers, committees and employes, including receipts and expenditures, circulation and details of all work sought to be accomplished.

Respectfully submitted,

J. W. ATWILL,

St. Joseph, Mo., May 1, 1902.

President.

### REPORT OF TREASURER.

To the Board of Directors of the Free Public Library of the City of St. Joseph, Mo.:

Gentlemen: I herewith transmit the report of the treasurer of the board embracing all the receipts and expenditures during the fiscal year ending April 30, 1902.

The revenue for the maintenance of the Free Public Library is derived from a tax of 4-10 of a mill upon the assessed valuation of property in the city, and is taken from the administration fund, limited to ten mills. This sum, thus apportioned by the common council for the fiscal year, amounted to \$10,000, \$7,500 of which was set aside for the general library and \$2,500 for the branch library.

There also accrues to the use of the library sundry receipts, from fines, sale of books, catalogues and supplements and from miscellaneous sources, also from the use of duplicate books, as appears in the statement.

The expenditures are all accounted for in detail, on duplicate vouchers endorsed by the finance committee of the Free Public Library, approved by its president and on file with the city auditor.

Respectfully submitted,

CHAS. A. PFEIFFER,

St. Joseph, Mo., April 30, 1902.

Treasurer.

TREASURER'S REPORT.

RECEIPTS

General Fund: From City Apportionment.....	\$ 7,500 00	
Special Fund: From Collections by Librarian: Brought forward, April 30, 1901.....	\$ 27 21	
From Duplicate Collection.....	50 80	
Fines.....	356 34	
Catalogues.....	23 10	
Supplements.....	27 50	
Miscellaneous, including books sold.....	455 00	933 05
		\$ 8,433 05

DISBURSEMENTS

From General Fund, by warrant on City Treasurer: Books and Periodicals.....	\$ 1,885 68	
Binding.....	965 73	
Salaries.....	4,352 50	
Printing and Stationery.....	20 00	
Postage.....	183 64	
Miscellaneous, including removal.....	146 28	
Heat.....	29 91	
Light.....	150 00	
Rent.....	289 50	
Repairs.....	19 45	
Furniture.....	284 42	
Janitors.....		\$ 8,130 00
From Special Fund, by Librarian: Freight and Express.....	28 82	
Postage.....	16 61	
Stationery.....	18 25	
Delivery Station Expenses.....	113 10	
Books and Periodicals.....	11 65	
Miscellaneous.....	61 41	
Balances: In hands of Librarian.....	10 73	
In hands of Board Treasurer.....	42 48	53 21
		\$ 8,433 05

CARNEGIE BRANCH LIBRARY

RECEIPTS

General Fund: From City Apportionment.....	\$2,500 00	

EXPENDITURES

From General Fund, by warrant on City Treasurer: Books.....	\$ 377 48	
Miscellaneous.....	15 64	\$ 393 12
Balance, in hands City Treasurer.....	\$2,106 88	\$2,500 00

St. Joseph, Mo., April 30, 1902.

Respectfully Submitted,

CHAS. A. PFEIFFER, Treasurer.

STATE OF MISSOURI )  
COUNTY OF BUCHANAN ) ss

Charles A. Pfeiffer, Treasurer of the Board of Directors of the Free Public Library of the City of St. Joseph, and made oath that the facts and figures above set forth are true to the best of his knowledge and belief. Given under my hand and seal this 26th day of April, 1902.

[SEAL] My commission expires Nov. 11, 1905.

J. C. HEDENBERG, Notary Public.

PUBLIC LIBRARY REPORT.  
REPORT OF LIBRARIAN.

To the Board of Directors of the Free Public Library:

Gentlemen: As required by the by-laws of the Board, herewith is presented the annual report of the librarian for the year ending April 30, 1902. It covers the twelfth year of the library, and is the sixth report I have had the pleasure of submitting.

While there was an apparent decrease in the use of the library during the year, it has nevertheless been one of the busiest in the history of the institution. What with contending with a continuance of the epidemic of contagious diseases, (in which respect the city has been peculiarly unfortunate for two years) resulting in the closing of a station for a time and the suspension of a large number of cardholders; the establishing of a number of competing pay libraries more centrally located; the closing of the library for removal, and a number of minor things, the fact that there was no real decrease in the use of the library is deemed to be grounds for satisfaction.

LIBRARY STATISTICS.

The library now contains 21,537 volumes, the growth for the year being 1,349. This is about the average yearly growth, though somewhat smaller than the year before, on account of a reduction of the book fund to provide furniture absolutely necessary in the new building, and to cover expense of removal thereto. Immediately after removal, a careful inventory of the contents of the library was taken. Elsewhere in this report the results are given. (Appendix I). By this it will be seen that the reference department contains 6,021 volumes, the circulating department 15,516 volumes. The table referred to also gives the average circulation for the year of the volumes in each class, approximately. The true circulation would be somewhat larger than that shown, as the percentage is figured from the number of volumes in the library at the close of the year, thus including those purchased at different times during the year.

A matter affecting the growth of the library during the year just closed, and which will be more deeply felt from this time forward, is the combination formed by the publishers and dealers whereby the discount to libraries is curtailed. It is a question of serious import to libraries with limited incomes, as it adds greatly to the cost of new books. In adopting a net price system, it was claimed that it was not the intention to increase the price either to the general purchaser or the public library, but a careful comparison of old prices with the new of many of the publishers discloses the fact that in a majority of cases prices have been advanced; in many instances the increase being from 16 2-3 to 24 per cent. No one attempts to find fault with the net price idea, as it unquestionably helps the smaller book dealers and does away with price cutting on a few of the popular books. Efforts are now making on the part of library associations to

secure a readjustment of the matter. It is not claimed that libraries are the largest purchasers of books, but publishers will admit that were it not for libraries many books now published at a profit would show a loss. And a further point that seems to have been lost sight of is that libraries are "continuous" purchasers—that is, a good book once placed on the shelves will be bought time and again long after the demand on the part of the public has practically ceased.

#### CIRCULATION.

The total number of volumes issued during the year was 98,035, a decrease as compared with the year preceding. This is accounted for by the closing of the library during the removal and rearrangement of the books, and the fact that the open-shelf system does away with the record of the use of books in the library from the circulating department. Number of volumes issued for home use, 96,806. A small increase in the percentage of fiction issued is noted, being in identical proportion with the number of volumes of fiction issued from the duplicate collection. The difficulty of securing a given work from the library at the time wanted has caused numbers of its patrons to join subscription libraries, operated on the home delivery plan, or to secure their reading matter on the daily rental scheme. The library has in its circulating department but one volume to each seven inhabitants of the city, which accounts in a measure for the popularity of the other class of libraries named—also some of the difficulties under which this library works.

Much is expected from the open-shelf system, as it will permit that wider knowledge of books gained from personal inspection rather than from a mere perusal of titles, often most misleading, in a printed list. That this expectation is not without good grounds will be seen from the statement that the only increase in library use for the year is that since occupying the new building. The first two weeks in the new quarters (being the last half of March), the record shows the largest daily average use of the library in its history; while the circulation statistics for April show the largest use for the corresponding month in any year. An increase in the use of the library was most confidently anticipated, but so large an increase was entirely unlooked for, and if it be maintained will prove embarrassing, in that it will necessitate greater expenditures in almost every department without at the same time increasing the library revenues. Partial relief at least will be afforded by the opening of the branch library in the late summer.

A large proportion of the increased use of the library is directly attributable to the attractions of the children's room. It had been the intention to have a special day for children soon after the regular opening in the new home, when efforts were to be made to reach all the children of the city. Immediately upon opening the room, however, developments caused the abandonment of the plan. The young people came in such numbers that it was apparent that any efforts to increase the number of patrons of this department could result in nothing but grievous disappointment to all con-

cerned, for the reason that it was found to be all but impossible to supply the wants of those who came of their own accord. Steps are being taken to correct this as rapidly as possible by the purchase of new books, but with the means at command it will be a long time before this department will be at all adequate to the needs. The expenditure of the entire book fund for the year in this direction would hardly meet the requirements. Other departments cannot be utterly neglected, hence the children's room will continue inadequate unless assistance comes from sources other than the regular library fund. The room set apart for the young people's library is conveniently located, well lighted and attractively decorated, and is supplied with low tables, chairs, besides current magazines and reference books.

#### CARD-HOLDERS.

An increase of 113 in the number of cardholders is reported for the year, cards in actual use numbering 4,778. The attraction of the new building and open shelves are bringing back old patrons, and are mainly responsible for the new.

#### LIBRARY NOTES.

During the year the two-card system was adopted, the extra card being known as a "non-fiction" card. It is found to work better and to cause less annoyance than the old plan of issuing two books on one card. The adoption of the system of a charging or dating slip pasted on the front page of each volume simplifies work at the receiving desk, and makes it possible for one attendant to wait on the people promptly, thus saving the time of patrons of the library and doing away with annoying delays.

In view of anticipations of early removal to the new building, at the beginning of the fiscal year, no new work of consequence was undertaken, all efforts of the library force being confined to an attempt to get the library and its books in as good condition as possible, to the checking of the card catalogue, and such minor details.

The usual quarterly bulletins of additions to the library were issued, and a yearly supplement to the finding list published, all compiled from lists printed in the Gazette-Herald, the linotype slugs being furnished the library free. Special lists, in addition to the regular reference work, were issued as occasion seemed to demand. Among these were Books on Missouri, Louisiana purchase, Books for girls, Some books on Indians and Indian life, Genealogy, McKinley, Roosevelt, Out-door life, Eugene Field, the holidays, etc.

An increase in the expenditures for binding and rebinding is again noted, with a still further decrease in the number of volumes worn out, from a continuance of the plan reported last year of rebinding books a third time. Number of books rebound, 1,300; periodicals bound, 250; cost, \$965.73.

No changes have been made in the delivery stations during the year. This method of using the library, while by no means the most satisfactory,

continues to grow, the increase in the number of volumes so circulated being about 10 per cent, the total circulation for the year aggregating 10,563. This despite the fact that one station, reported discontinued at the beginning of the fiscal year on account of smallpox, was not reopened for some weeks, and that no deliveries were made while the library was closed for removal.

#### AS TO THE NEW BUILDING AND NEW METHODS.

While the new building is fully covered in other reports, I cannot refrain from saying a word or two in relation to the improvement of working conditions, both as to convenience to the patrons and library employes. The public has had the new method on trial but six weeks, too short a time, possibly, for the formation of positive opinions, but I have yet to hear a word of real complaint. The open shelves appear to be a source of great help and enjoyment to even casual readers; while the real workers and students appreciate and use the extra privilege to the utmost. No unusual hardships have developed as yet, either to the books, the patrons, or the employes.

The reading room use has increased a hundred fold, and with added attractions in the way of additional publications, should steadily increase in popularity. On another page is a list of the periodicals for use in this room. Being under constant surveillance from the charging desk, better order is maintained than heretofore, and it is hoped that fewer magazines will be lost and mutilated.

Speaking for the library force, it would be hard to conceive of more pleasant or more convenient working quarters; well lighted, and so arranged with reference to the work to be done, the best results are obtainable with the least possible effort. It is believed that vastly more work can be accomplished, a greater circulation cared for, without a corresponding increase in the working force.

The library staff is to be commended for loyalty to the library and its work.

In conclusion, I again feel impelled to acknowledge the kindly consideration of the members of the library board in all things.

Following this report will be found (1) Table of accessions, (2) Classified table of circulation, (3) List of donors, (4) List of periodicals taken.

Respectfully submitted,

PURD B. WRIGHT,

St. Joseph, Mo., May 1, 1902.

STATE OF MISSOURI, }  
COUNTY OF BUCHANAN } ss:

Before me, R. R. Calkins, a notary public in and for the county afore-

said, personally appeared Purd B. Wright, librarian of the Free Public Library of the City of St. Joseph, and made oath that the facts and figures herein, relating to receipts and expenditures, contents of library, books added and withdrawn, are correct to the best of his knowledge and belief.

Given under my hand and seal this 7th day of May, 1902.

(Seal.)

R. R. CALKINS,

My commission expires April 11, 1905.

Notary Public.

## (1)—ACCESSIONS.

Number of volumes reported April 30, 1901.....	20,088	
Number of volumes not reported .....	100	
Accessions, year ending April 30, 1902:		
Purchased .....	1,083	
Transferred from special duplicate collection.....	24	
Periodicals bound .....	250	
Donations classified .....	141	
United States—Public Documents .....	201	1,699
Less withdrawals:		
Worn out .....	314	
Lost and paid for .....	13	
Burned .....	23	350
Net increase for year .....		1,349
Total number volumes now in library .....		21,537

## ACCESSIONS AND WITHDRAWALS FOR YEAR CLASSIFIED.

Class	Accessions	Withdrawals	Net Gain
General .....	27	0	27
Philosophy .....	7	0	7
Religion .....	24	0	24
Social science .....	177	1	176
Philology .....	3	0	3
Natural science .....	30	0	29
Useful arts .....	21	0	21
Fine arts .....	35	0	35
Literature .....	89	6	83
Travel .....	59	3	56
Biography .....	115	3	112
History .....	96	1	95
Periodicals, reference dept.....	256	0	256
Fiction .....	559	334	225
United States—Public Documents .....	201	0	201
Total .....	1,699	350	1,349

## CLASSIFICATION OF BOOKS IN LIBRARY.

Class.	Number of Volumes.	Av. Circulation per Vol.—Home Use.
General .....	204	2.18
Philosophy .....	213	2.70
Sociology .....	763	0.75
U. S. Public Documents .....	3,946	
Philology .....	75	0.79
Natural science .....	539	2.15
Useful arts .....	373	1.76
Fine arts .....	324	2.64
Literature .....	1,229	1.71
Poetry and drama .....	610	1.69
Travel and description .....	963	2.74
Biography .....	1,421	1.27
History .....	1,874	1.61
Fiction, including juvenile and foreign languages .....	7,352	10.58
Bound periodicals in reference department....	1,728	
Total .....	21,537	
No. of volumes in reference department .....	6,021	
No. of volumes in circulating department.....	15,516	6.24



(2)—CLASSIFIED TABLE OF CIRCULATION.

CLASS	May	June	July	August	September	October	November	December	January	February	March	April	Total	Per Cent.
	General	51	43	41	35	33	28	39	33	43	49	21	29	445
Philosophy	34	43	41	39	41	59	66	48	44	46	43	73	577	
Religion	64	30	26	49	41	84	70	50	69	95	65	80	723	} 08.32
Social science	34	42	45	55	32	42	59	26	47	52	65	73	572	
Philology	3	2	3	3	10	5	1	2	1	3	10	16	50	} 02.74
Natural science	89	68	86	97	71	105	89	77	118	91	118	150	1159	
Useful arts	49	53	47	52	46	59	54	61	48	58	49	84	660	} 01.88
Fine arts	148	83	72	69	62	71	80	63	72	81	91	66	858	
Literature	155	144	151	174	125	166	175	105	221	239	162	259	2176	} 03.10
Literature—Poetry and drama	139	123	149	128	119	161	98	82	107	72	99	156	1039	
Travel	176	65	74	70	65	75	266	222	271	271	299	349	2643	} 08.34
Biography	183	97	98	113	92	134	160	101	170	211	201	244	1815	
History	216	170	178	189	179	249	242	292	263	349	347	375	3009	} 08.34
Magazines	216	170	178	189	179	249	242	292	263	349	347	375	3009	
Fiction, adult and juvenile	5774	6266	282	7425	5618	6021	290	244	303	657	192	261	3244	} 80.4
Total home circulation	7202	7511	8458	8799	6809	7574	7892	7226	8618	8575	7559	10583	96806	
Ref. use from circulating department	117	95	122	113	111	145	127	139	238	104	*	*	1229	100.
Total issue	7319	8606	8580	8912	6920	7720	8019	7376	8856	8679	7559	10583	98035	
Number days open	26	25	26	27	23	27	25	25	26	*20	*15½	26	291.8½	
Average daily issue	277	300	325	326	295	280	311	289	331	428	473	497	332	
Overdue book notices sent	163	157	158	100	152	153	153	218	125	99	132	168	1723	

\* Closed.

\*\* Open shelf system. No record.

(3)—DONATIONS.

Vols.	Nos.	Pamp.	NAME.
...	1	1	Abercrombie, R. M.
...	...	1	Aguilar Free Libraries Society (N. Y.)
...	...	1	Alleghany (Pa.) Free Library.
...	...	1	Anderson, Dr. John J., Brooklyn, Mass.
73	...	...	Atwill, J. W., Sec.
1	...	...	Balch, T. Willis.
2	...	...	Bender, John C.
5	...	...	Board of Education, St. Joseph, Mo.
...	...	4	Boston Book Co., Boston, Mass.
...	...	1	Boston (Mass.) Public Library.
...	...	9	Brooklyn (N. Y.) Public Library.
...	...	5	Brooklyn (N. Y.) Co-operative Bulletin of Brooklyn Public Library and Pratt Institute Free Library.
...	...	...	Brokaw's Art and Music Store—4 framed pictures.
...	...	2	Buffalo (N. Y.) Public Library.
...	...	3	Canada Department of Agriculture.
...	...	1	Carnegie Institute, Pittsburg, Pa.
...	...	1	Carnegie Library, Atlanta, Ga.
1	...	...	Casson, Herbert N.
...	...	10	Chicago (Ill.) Public Library.
...	...	1	Chicago and Evansville (Ill.) Public Libraries.
...	...	5	Chicago (Ill.) City of.
...	...	1	Chickering and Sons, Boston, Mass.
...	...	1	Cleveland (O.) Public Library.
...	...	1	Council Bluffs (Ia.) Free Public Library.
2	...	...	Criswell, B. P.
...	...	1	Detroit (Mich.) Public Library.
1	...	...	Doyle, A. Conan.
...	...	1	East St. Louis (Ill.) Public Library.
...	100	...	Edgar, C. B.
...	...	1	Enoch Pratt Free Library.
...	...	1	Erie (Pa.) Public Library.
3	...	...	Fassett, Dr. C. W.
2	...	...	Field, Marshall, Chicago, Ill.
...	...	2	Forbes Library, Northampton, Mass.
...	...	...	Fox Art Store—1 framed picture.
1	...	...	Fulkerson, Dr. Perry.
...	...	...	Geiger, Dr. Jacob, Mrs. K. M. Tootle, Mrs. J. I. McDonald, Mrs. J. S. Lemon, James H. McCord, E. J. Eckel, Milton Tootle, M. A. Reed—20 etchings.
...	...	1	Gloversville (N. Y.) Public Library.
...	...	1	Green, S. S., Worcester, Mass.
...	...	1	Hartford (Conn.) Public Library.
...	...	4	Haverhill (Mass.) Public Library.

Vois.	Nos.	Pamp.	NAME.
...	...	1	Helena (Mont.) Public Library.
...	...	...	Hoagland, Mrs. Geo. T.—1 framed picture.
1	...	...	Hyatt, C. C.
...	...	5	Imperial South African Association.
...	...	4	Iowa Library Commission.
...	...	1	Iowa State Normal School.
...	...	3	Jersey City (N. J.) Free Public Library.
...	...	2	John Crerar Library, Chicago, Ill.
5	...	...	Joseph Lodge No. 73, I. O. B. B.
...	...	4	Kansas City (Mo.) Public Library.
...	...	1	Kopf, Dr. S. A.
...	...	2	Lawrence (Mass.) Free Public Library.
...	...	2	Library Co. of Philadelphia, Pa.
2	...	...	Library of Congress.
...	...	1	Liverpool (Eng.) Public Library.
...	...	8	Los Angeles (Cal.) Public Library.
...	...	1	Lynn (Mass.) Public Library.
...	...	1	Metropolitan Museum of Art (N. Y.).
...	...	4	Milwaukee (Wis.) Public Library.
...	24	...	Morton, Dr. Daniel.
...	...	8	Newark (N. J.) Public Library.
...	...	9	New Haven (Conn.) Public Library.
...	...	13	New York (N. Y.) Public Library.
1	...	...	New York State Library.
...	...	1	Northwest Missouri Press Association. H. E. Robinson, Historian.
...	42	...	Oaks, Mrs. Mary.
1	...	...	Ogilvie, J. S. and Co., (N. Y.)
...	...	5	Omaha (Neb.) Public Library.
1	...	...	Pangbourne, J. G.
...	...	1	Paterson (N. J.) Free Public Library.
...	...	1	Peabody Institute, Danvers, Mass.
...	...	1	Peace Association of Friends in America.
...	...	5	Peoria (Ill.) Public Library.
...	...	1	Perry, Miss A. M.
...	...	7	Portland (Ore.) Library Association.
...	...	1	Pratt Institute, Brooklyn, N. Y.
...	...	12	Providence (R. I.) Co-operative Bulletin, Providence Public Library, Brown University, Providence Atheneum.
...	...	3	Quincy (Ill.) Free Public Library.
1	...	...	St. Joseph High School, Class of 1901.
1	...	...	St. Joseph Fire Department.
...	...	1	Rockford (Ill.) Public Library.
...	...	1	Salem (Mass.) Public Library.
...	...	8	San Francisco (Cal.) Public Library.

Vois.	Nos.	Pamp.	NAME.
...	...	3	San Jose (Cal.) Public Library.
...	...	1	School Board for the Boroughs of Manhattan and the Bronx, N. Y.
...	...	1	Scranton (Pa.) Public Library.
2	...	...	Secretary of the state of Missouri.
...	...	1	Sedalia (Mo.) Public Library.
9	...	...	Sherwood, Rev. E. B.
1	...	...	Shields, Charles Woodruff, Princeton, N. J.
6	...	...	Smith, H. H. Sec. Board of Education.
4	...	...	Smith, L. C.
1	...	...	Society of the Sons of the American Revolution in Missouri.
...	...	1	Syracuse (N. Y.) Public Library.
...	...	2	Toronto (Canada) Public Library.
...	...	1	Tufts Library, Weymouth (Mass.)
201	...	218	United States Public Documents. 16 maps.
...	...	12	University of the State of Missouri.
...	...	1	University of the State of New York.
...	...	...	Walling, George. Framed pictures.
...	...	3	Warren Co. (Ill.) Library and Reading Room Asso- ciation, Monmouth (Ill.)
...	...	11	Wisconsin Free Library Commission.
1	...	...	Wisconsin State Horticultural Society.
...	...	1	Worcester (Mass.) Free Public Library.

## (4)—PERIODICALS.

American Electrician, w.	Catholic World, m.
American Historical Review, q.	Century, m.
American Monthly Review of Re-views, m.	Chambers' Journal, m.
American Teacher, m.	Charities, s. w.
Annals of the American Academy, m.	Chautauquan, m.
Architectural Record, q.	*Chicago Banker, m.
Arena, m.	Country Life in America.
Art Amateur, m.	*Christian at Work, w.
Athenaeum, m.	*Christian Science Journal, m.
Atlantic, m.	Contemporary Review, m.
Blackwood's Magazine, m.	Cosmopolitan, m.
Bookman, m.	Critic, m.
Book Buyer, m.	Current History, m.
Bookseller, m.	Current Literature, m.
Boston Transcript, Wed. and Sat.	Cumulative Index, m.
*Bulletin of Bibliography.	*Daily News, St. Joseph, Mo.
Canadian Magazine, m.	Dial, m.
Cassier's Magazine, m.	Education, m.
	Educational Review, m.

- Engineering Magazine, m.  
 \*Engineer's Review, m.  
 \*Finance, m.  
 Fortnightly Review, m.  
 Forum, m.  
 \*Gazette, St. Joseph, Mo., d.  
 \*Good Roads, m.  
 Great Round World, w.  
 Harper's Bazaar, m.  
 Harper's Monthly, m.  
 Harper's Weekly, w.  
 Herald of the Golden Age, m.  
 Illustrated London News, w.  
 Inland Printer, m.  
 Independent, w.  
 International Monthly, m.  
 International Studio, m.  
 \*Journal of Commerce, St. Joseph Mo., w.  
 Journal of Education, w.  
 \*Journal of Osteopathy, m.  
 Ladies' Home Journal, m.  
 Library Journal, m.  
 Life, w.  
 Lippincott's, m.  
 Literary News, m.  
 Literary World, m.  
 Littell's Living Age, w.  
 McClure's, m.  
 Macmillan's m.  
 Magazine of Art, m.  
 \*Medical Herald, m.  
 Missionary Review of the World, m  
 \*Modern Miller, w.  
 \*Montana Daily Record, Helena, Mont., d.  
 \*M. S. U. Independent, m.  
 Munsey's, m.  
 Music, m.  
 Musical Courier, w.  
 Nation, w.  
 New England Magazine, m.
- New England Historical and Genealogical Register, m.  
 Nineteenth Century, m.  
 North American Review, m.  
 Outing, m.  
 \*Out West, m.  
 Outlook, w.  
 Overland, m.  
 \*Park Review, q.  
 Political Science Quarterly.  
 Popular Science, m.  
 Public Libraries, m.  
 Public Opinion, w.  
 Publisher's Weekly, w.  
 Quarterly Journal of Economics, q.  
 Register-Lever, Plattsburg, Mo., w.  
 \*St. Andrews' Cross, w.  
 \*St. Joseph Union, w.  
 St. Nicholas, m.  
 School Journal, w.  
 School Review, w.  
 Scientific American, w.  
 Scientific American Supplement, w.  
 Scientific American Building Monthly, m.  
 Scribner's, m.  
 \*Sound Currency, w.  
 \*Stock Yards Daily Journal, South St. Joseph, Mo., d.  
 Success, m.  
 \*Vegetarian and Our Fellow Creatures, m.  
 \*Virginia Magazine of History, m.  
 Western Electrician, m.  
 \*Western Fruit-Grower, m.  
 Westminster Review, m.  
 \*William and Mary College Quarterly, q.  
 World's Work, m.  
 Youth's Companion, w.
- \*— Gift.

## LIBRARY COMMITTEES.

## Report of Library Committee.

To the Board of Directors of the Free Public Library of the City of St. Joseph, Mo.

Gentlemen: An inventory of the library, just completed, shows that it contains 21,437 volumes; net additions for the year, 1,349, as follows: purchased, 1,066; Transferred from special duplicate collection, 24; Periodicals bound, 267; Donations classified, 141; Deposited by U. S. government, 201.

Notwithstanding the comparatively small amount of money in the book fund, it was deemed desirable to add a number of sets of periodicals to the reference department, the most important among them being: Annals of American Academy of political and social science; Charities review; Engineering Magazine; International Studio; Political science quarterly; Virginia magazine of history and biography. The library set of North American Review and Scientific American were also nearly completed. Other accessions of moment were:

Savage, New England genealogical dictionary.  
 Pope, Pioneers of Massachusetts.  
 Gayarre, Louisiana, 4v in 3.  
 Chittenden, American fur trade of the far west.  
 Brewer, World's best orations.  
 Sargent, Silva of North America (concluding).  
 Sturgis, Dictionary of architecture and building, 1v.  
 Bailey, Cyclopaedia of horticulture, 2v.  
 Cheyne-Black, Encyclopaedia Biblica, 1v.  
 Hamilton, Writings of James Monroe, 1v.

The librarian calls attention to the urgent need for more books in the children's department. A marked increase in the use of the library by children has been noted since the opening of a special room for them on removal to the new building. No extra effort has been made to increase the number of younger patrons, for the reason that the library is utterly unable to supply their wants. It is to be earnestly hoped that sufficient revenue will be secured the coming year to enable the Board to set aside a larger fund for the department.

Respectfully submitted,

H. K. WHITE,  
 J. H. McCORD,  
 J. W. ATWILL,  
 Library Committee.

April 30, 1902.

**Report of Finance Committee.**

To the Board of Directors of the Free Public Library of the City of St. Joseph, Mo.

Gentlemen: As required by the by-laws, your committee has to report that the statement of the Treasurer, showing all transactions of the Board of a financial nature, both with the city and with the Librarian, has been examined and found to be correct.

The apportionment of funds for library purposes for the ensuing year has not been completed by the Municipal Assembly, but the increase in the assessment will warrant the statement of a slightly additional amount over last year. The Finance Committees of both houses have agreed on an apportionment of \$10,500, \$2,500 of which is for the branch library, and this estimate will doubtless be approved.

Respectfully submitted,

CHAS. A. PFEIFFER,  
C. P. CARGILL,  
A. B. WEAKLEY,  
Finance Committee

**Report of Administration Committee.**

To the Board of Directors of the Free Public Library of the City of St. Joseph, Mo.

Gentlemen: The only changes to report in the library force during the year just closed are as follows: Misses Lillian Kerr and Tillie Lohr were appointed substitutes from the library training class, after competitive examination, and Joseph Mann was appointed messenger, this last appointment being the only addition to the force since removal to the new building.

Respectfully submitted,

C. P. CARGILL,  
JOHN MICHEL,  
A. B. WEAKLEY,  
Administration Committee.

**Report of Buildings and Grounds Committee.**

To the Board of Directors of the Free Public Library of the City of St. Joseph, Mo.

Gentlemen: The expenditures of the library under the immediate jurisdiction of this committee were as follows:

Rent .....	\$150 00
Janitor service .....	284 42
Fuel .....	146 28
Light (including arc lamp) .....	29 21
Repairs .....	19 45
Furniture (new building) .....	289 50
	<hr/>
	\$918 86

Respectfully submitted,

J. H. McCORD, Chairman,  
ELLIOT MARSHALL,  
BROTHER ELZEAR,  
Buildings and Grounds Committee.

**Report of Special Building Committee.**

## MAIN LIBRARY.

To the Board of Directors of the Free Public Library of the City of St. Joseph, Mo.

Gentlemen: The report of this committee made one year ago embraced the important features in relation to the building erected by the school district of St. Joseph as a joint library and school board office building, under the direction of a committee composed of three members of that body and three from the library board.

Early in the fiscal year additional contracts were let, embracing gallery in the stack room, combination light fittings, toilet fixtures, sidewalks around building, retaining walls, window shades and cork carpets. The cost of these is given in the following detailed statement of receipts and expenditures. A showing worthy of notice is that the bill of extras on the building was only about 2 per cent of the contract price:

## STATEMENT LIBRARY BUILDING FUND.

1900.			
June 5th.	Cash from N. W. Harris & Co., sale of \$100,000 4 per cent 10-20 year bonds	\$104,812,90	
1902.			
May 6th.	Cash from National Bank of St. Joseph, interest on daily balances... Cash Transfer from Incidental Fund, sale of old houses, and rent.....	2,015 29 348 00	
To J. I. Roberts and others, for site.....	\$ 11,000 00		
To Cash for prizes Library Building plans:			
E. J. Eckel, first prize.....	\$ 400		
Felt & Carr, second prize .....	300		
A. Powell, third prize .....	200		
A. Meier, fourth prize.....	100	\$ 1,000 00	
To Transfer Incidental Fund, account one-half elec- tion expenses and bond issue .....	641 24		
To Charles Nowland:			
Building contract .....	\$81,883 75		
Extras .....	1,806 37	83,690 12	
To Art Metal Construction Co.:			
Metal shelving for Library .....	\$ 5,539 30		
Cr.—Amount paid for drayage.....	34 30	5,505 00	
To C. B. Thayer Electrical Co., electric light and gas fixtures .....	1,262 37		
To C. F. Rock Plumbing Co., toilet fixtures for closets .....	59 21		
To Fred Roth:			
Sidewalk 10th and Felix Sts. ....	\$ 587 00		
Stone wall, Northeast corner lot...	84 10	671 10	
To Columbia Foundry, two hitching posts.....	7 00		
To J. B. Brady Carpet Co., window shades and cork carpet .....	529 69		
To J. H. Hartman, grading west side of building..	13 29		
To Contingent Fund, amount paid for drayage Art Metal Construction Co. ....	34 30		
To E. J. Eckel, architect .....	2,762 87		
	\$107,176 19	\$107,176 19	

The building was completed and accepted by the joint committee and by the school district March 1. It was occupied by the library a few days prior to this date, but was not opened to the public until March 13. On the evening of the 15th an informal reception was tendered the public.

That the building as completed meets with the approval of the citizens; that the arrangement delights the patrons of the library; and, finally, that

it has already resulted in a largely increased use in all the departments of the institution, are sources of gratification to your committee.

A description of the building, together with half-tone cuts illustrating same, prepared by the librarian for the Library Journal, New York, is given on other pages.

Respectfully submitted,

CHAS. A. PFEIFFER,  
H. K. WHITE,  
C. P. CARGILL,  
Special Building Committee.

**Branch Library Building.**

In the last annual report to your body, the librarian reported the official proceedings of the council in relation to the donation by Mr. Andrew Carnegie of \$25,000 for a branch library building; of the site for same by the South St. Joseph Town Co.; and the vote in April accepting the gifts and increasing the library tax from 3-10 to 4-10 of a mill, \$2,500 of which was for the maintenance of the branch library.

Some delay was occasioned in getting the building started on account of a misapprehension as to the amount given, the absence of the donor from the country requiring additional time to get the matter adjusted. The question was definitely settled in May and June 17 deeds of gift of an entire block of ground were accepted and filed.

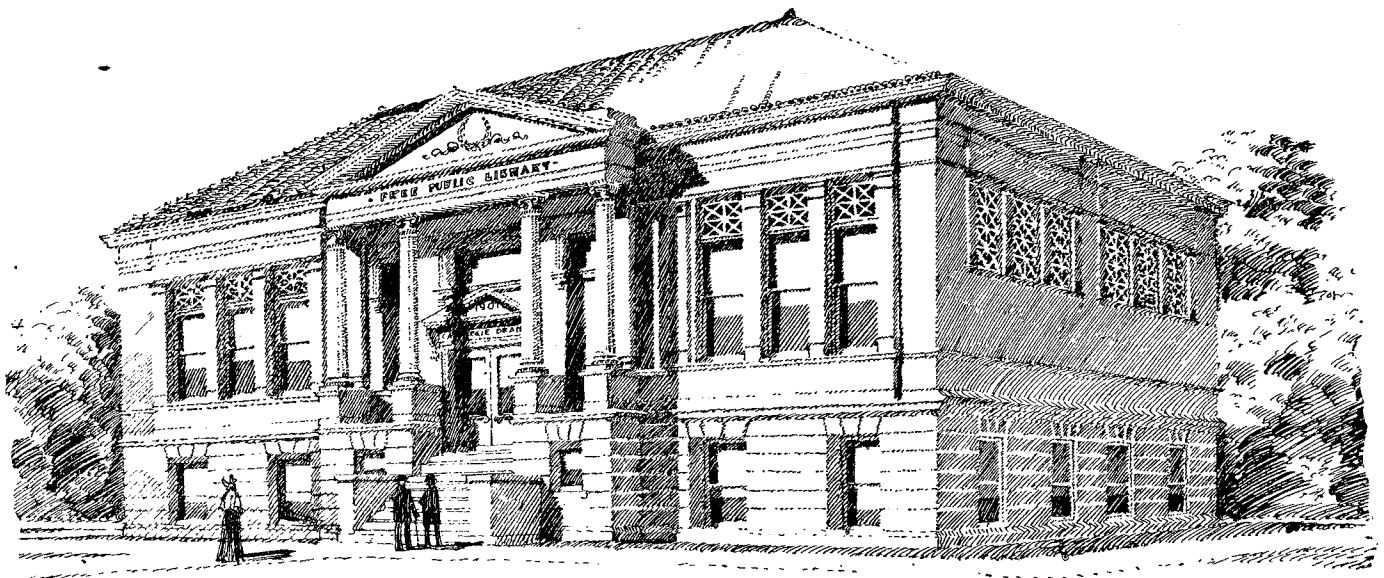
Your special building committee was directed to have plans drawn, E. J. Eckel being appointed architect at an agreed compensation of 3 per cent. Plans were agreed upon, but a long delay was occasioned by the failure on the part of the city to establish grades in that portion of the city where the building was to be located. Proposals for the erection of the building had been asked for, to be opened Sept. 12, but for the reason named they were rejected without opening. Grades were finally agreed upon, and on Nov. 15 a contract for the erection of the building was awarded to P. P. Buddy for the sum of \$23,050.

The concrete foundations were put in last fall, but no other work was done until this spring. Since recommencing work, however, the building has been pushed forward with due speed, and there seems to be no reason apparent at this time why the building should not be completed and ready for occupancy by August 15, the time called for in the contract.

A description of the building and cuts of same are given on another page.

Respectfully submitted,

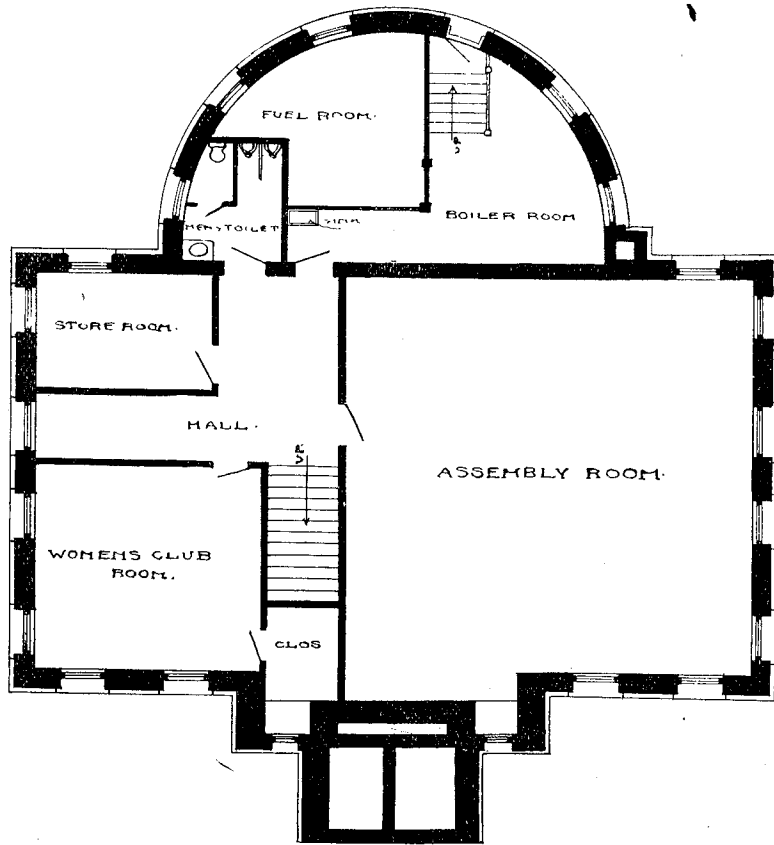
CHAS. A. PFEIFFER,  
H. K. WHITE,  
C. P. CARGILL,  
Special Building Committee.



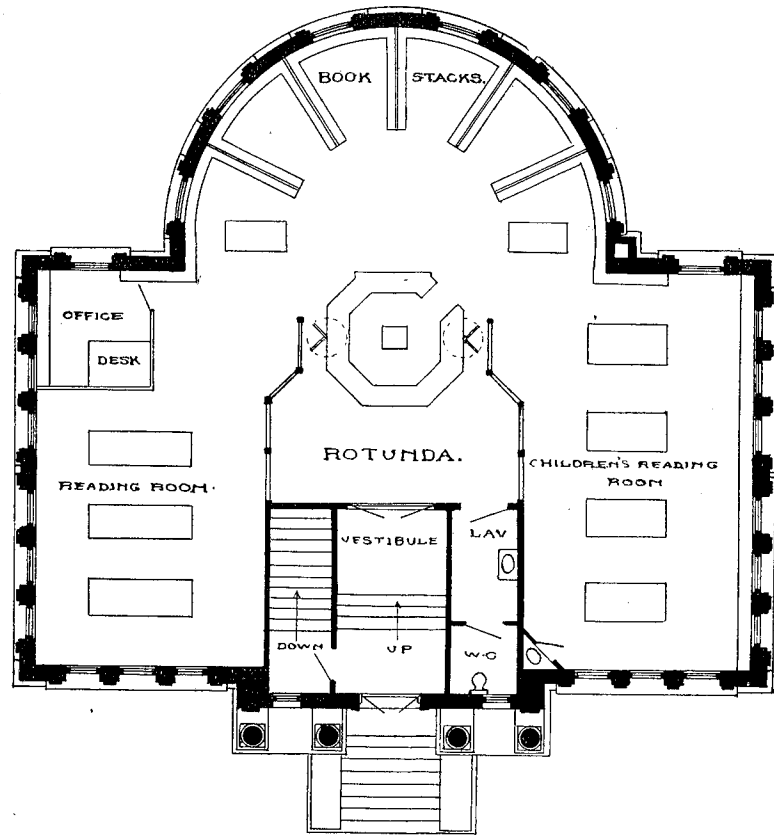
E. J. ECKEL, ARCHITECT

BEN TRUNK, DEL.

CARNegie BRANCH, FREE PUBLIC LIBRARY, ST. JOSEPH, MO.



GROUND FLOOR PLAN



FIRST FLOOR PLAN

CARNegie BRANCH, FREE PUBLIC LIBRARY, ST. JOSEPH, MO.

### The Free Public Library of St. Joseph, Mo

(From the Library Journal, New York.)

At noon on March 13, 1902, the new home of the St. Joseph Free Public Library was opened to the public. It had been closed for two weeks, during the period of removal and taking of a complete inventory. Prior to the closing, card-holders were permitted to take double the number of volumes ordinarily allowed, teachers all they could use to advantage, and clubs sufficient to carry on their work without interruption. No penalties were charged for overdue books, but all volumes were required to be returned to the library within four days after the reopening. There was no especial program for the opening, the library simply announcing that it was ready for business. On the Saturday following the opening, the library closed at 6 o'clock p. m. and reopened at 7:30 for a reception to the public by the members of the school board, the library board, and the library staff. An attractive feature of the building is the provision made for special illumination, and the large number of visitors who attended were greatly pleased.

The building now occupied as the home of the library and the offices of the school board is the result of a "ten years' war" waged by friends of and believers in the library movement. The establishment of the library was authorized by a vote of the people in April, 1890. Ten years later, lacking two days, by another vote, bonds in the sum of \$100,000 were authorized for the building. No outside aid was asked for or received. The library regards as more than an implied honor the fact that the building was erected by the school district in acknowledgment of the work it is doing and has done along educational lines—thus making it officially a part of the educational system of the school district. It is worthy of notice that the school board has no official connection with the library, and is not even represented on the library board, the latter being a separate and distinct body. The building cost 96,500, including stacks, shelving and a portion of the furniture; \$11,000 was paid for the site, which is 120x140 in size.

The selection of the plans and construction of the building was placed in the hands of a joint committee of six, three from the membership of the school board and three from the library board. At an early meeting of this committee competitive plans were asked for, a suggestive blue print of floor arrangement being supplied to competing architects. Seven plans were submitted, those of E. J. Eckel of St. Joseph being awarded the first prize of \$400. Three other awards of \$300, \$200 and \$100 were made, the plans submitted becoming the property of the school board. Mr. Eckel was appointed supervising architect. It is worth noting that the plans receiving the awards approached nearer the blue print suggestions than any others, and that the building as erected is almost on identical lines with the preliminary suggestions.

The building is 98x110 feet on the ground, two stories high with high basement. On account of the slope of the lot, the approach side from the

city shows three full stories, the floor on this side of the building being on a level with the ground. It is built of Silverdale limestone, a light buff stone secured in southern Kansas. As may be seen from the view given elsewhere, it is on classic lines. To the left of the entrance is the bicycle court, to be fitted up with a locker bicycle holder. Entrance to the building is secured by means of side steps, with turn to landing, thence through an open vestibule of white Italian marble. Three double doors, with plate glass, lead to the rotunda, 22x50 feet. On the left is the stairway of steel and Tennessee marble leading to the second floor, and back of this is the children's room. This room contains all the juvenile books, and is fitted with tables and chairs. Prevailing decorations here are in blue, buff and gold. The use of this room will prove but temporary, as it will soon be too small. Eventually it will be transferred to the first floor on the west side, where a room over twice as large, designed for museum purposes, will be occupied. Adjoining the children's room is the reading room, 35x38. This use will be temporary, as with the growth of the library this room will be transformed into a reference department, and the reading room removed to the second floor. The partition between the rotunda and the reading room is of plate glass, serving the several purposes of assisting in lighting the rotunda, of making the library cheerful, and, better than all, of doing away with the necessity of a special reading room attendant, as the room is at all times under complete surveillance from the charging desk, situated at the entrance to the open shelves. The floor of the rotunda is of mosaic tiling, with marble wainscoting, scagliola columns and pilasters. Additional light is provided through a light well in the floor above, surmounted by a dome which affords the real architect-directors' room. Adjoining this is the office of the librarian, and between ladies' reception room, back of it being the large class and study hall and directors' room. Adjoining this is the office of the librarian, and between this and the stack room is the cataloging and work room of the library. From a library standpoint, this latter room is as complete as possible. Situated on the east side of the building, it has fine light, and is provided with supply closets, lockers for the attendants, elevators and stairway to the bindery room, immediately beneath. In size it is 18x26 feet. From the rotunda access to the shelves is obtained through turnstiles on either side of the charging desk. This desk is of Tennessee marble, and is large enough to accommodate seven people, with ample working room.

The open shelf room is 48x54 feet, with 26-foot ceiling. A gallery runs along the north wall, occupied at present by the government collection. As the library grows, a second gallery will be added. The present shelf capacity of the library is 45,000 volumes, but with the arrangement as it will be finally, more than double this capacity will be afforded. It is understood, of course, that everything owned by the library is accessible to the public. Abundant light is provided in this room, even in the darkest corner under the gallery, by windows and ceiling light. The right corner of the stack room contains the card catalogue, convenient to the public and to the catalog-

ing department. Between the rows of shelving are tables for the use of the public, and the information desk. The stack room is provided with three dust ducts; electrical heaters start a draught, which carries dust knocked from the books out of the building through openings in the walls and roof. While the building is wired for incandescent electric light, and fixtures include this, light is secured from gas, required from the company's franchise to be furnished free, and arc light, furnished by the city from its street lighting plant. As an extraordinary feature for show occasions, like the opening, all lights may be used, and the effect is striking.

The ground floor, or basement, contains, in addition to the museum previously mentioned, a room for bound newspapers, fitted up with roller shelves, at present containing the files of the local newspapers, practically complete, deposited through the courtesy of the newspaper owners. The value of this collection will be appreciated by librarians when it is understood that the papers date from 1845, and contain the first newspapers published in this portion of the middle west. Temporarily, the Patent Office Gazette is filed in this room. There are also on this floor two supply rooms used by the school board, toilet rooms for men and women, bindery, janitors' room, lunch room for library attendants, and a large boiler room. A fumigating room is provided in the receiving or unpacking room, near the entrance at the east side. This has a flue or duct to the roof, and works well. The building is heated by steam, and the boiler capacity is sufficient to furnish heat for a school building across the street.

On the second floor, besides the school board offices, consisting of five rooms, is the art room, a handsome little room with ceiling light only, 16x44 feet. This room now contains a loan exhibit of pictures by home artists, the only exception being a picture by Brown, the artist of street waif life. It will be followed by other collections in the near future, the aim being to arouse sufficient interest to form a local art league, to which will be turned over the management of this room. The assembly room on this floor has a seating capacity of about 300. It is used at present for teachers' meetings, lectures, etc.

The library floor proper is covered with cork carpet, which is found to be very satisfactory. The decoration of the building is in perfect harmony, worked out in green and gold effects.

In planning the building, the one idea sought to be developed was that of making every book, pamphlet or other thing of value accessible to the public, and this has been accomplished. Of course it is too early to judge of the effect of the open-shelf system upon the public, but there is yet to be heard the first word of complaint or disappointment.

The building is located on the central business street, within two blocks of three street car lines which transfer to all portions of the city, and is within three blocks of the heart of the retail district. It is not only a handsome structure, but is well built, none but the best materials being used. It is of fire proof construction, steel and metal being used, with steel and concrete used in the roof, on top of which are Spanish tiles.

The shelving was furnished by the Art Metal Construction Company,

Jamestown, and is satisfactory in every way. The contractor was a local man, Charles Nowland, and no fault has yet been found with his work.

With an eye to the future, the building is so planned that, while being practically complete today, it is susceptible of enlargement to many times its present capacity. The present building duplicated to the north will give it another street frontage, the stack rooms coming together, with room for a closed stack, if deemed desirable, to accommodate hundreds of thousands of volumes. Hopes are cherished of fulfilling these plans some day, and seeing an institution on the order of the Pittsburgh Carnegie Institute established here for the middle west. P. B. W.

### The Carnegie Branch, Free Public Library, St. Joseph, Mo.

From the Library Journal.

In developing the plans of the Carnegie branch library, special attention was given to the questions of access to everything readable and economy of administration. The building is now being erected in the stock yards district, and will be used largely by people and children belonging to the working classes, most of whom have never had the advantages to be derived from the use of a library. The contribution of \$25,000 for the erection of the building was secured from Mr. Carnegie by Mr. John Donovan, general manager of the stock yards company. This gentleman is also interested in the land company which gave a block of ground 260x400 feet, on which to place the building. The delay in commencing the building was caused by the failure of the city to establish grades and provide adequate sewerage. The building complete, including charging desk and tables, is contracted for the sum of \$23,050, not including shelving or cork carpet.

The building is of buff brick, with stone trimming, slate roof, and fire-proof construction. The plans, given elsewhere, show the arrangement, and are correct, with the exception that to the left of the entrance of the rotunda is a locker for the employes.

The basement or ground floor is six feet below the surface and eight feet above, and is divided into an assembly room 30x32 feet, which it is the present intention to use as a men's club room. It is not necessary for one to go into the library proper in order to reach this room. A pleasant little room for the use of women's clubs or school classes, as occasion may warrant, is across the hall. Adjoining this is the library work room, with shelving for storage of books and periodicals not in use. Under the circular stack are the boiler and fuel rooms and men's toilet.

The first, or library, floor is 32x54 feet, without the circular stack, which latter is on a radius of 34 feet. The rotunda is formed by oak and glass railings, extending six feet from the floor. The children's room is to the right, the entire side of the building, equipped with wall shelving,



a blackboard being in the center. The tables will vary in height, the lower ones being nearer the charging desk. On the left is the reading room, with shelving for popular books. As the ceiling in this room is 16 feet high, provisions are made for a two-story stack, should the use of the library in the future warrant it. The charging desk is octagonal in form, with turnstiles on each side, this form being adopted after a talk with Mr. Anderson of Pittsburg.

This charging desk contains a card catalogue case, opening toward the books in the rear, while on the interior arrangements are made for everything for which a use can be found at this place—supplies of all kinds, application cards and register, charging tray in the center, and other little things which are looked upon as time-savers if convenient to the hand.

This library has a maintenance fund of \$2,500. This is the first branch library building, built especially for such use, in the state of Missouri.

P. B. W.