

Twenty-second Annual Report
of the
St. Joseph Public Library

For the Year Ending
April 30, 1912

Press of
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St. Joseph, Missouri
MAY, 1912

BOARD OF DIRECTORS AND OFFICERS

of the

PUBLIC LIBRARY OF ST. JOSEPH, MISSOURI

May 1, 1911 to April 30, 1912

OFFICERS

J. W. AtwillPresident
James H. McCordFirst Vice-President
Henry Krug, Jr.Second Vice-President
Charles A. PfeifferSecretary-Treasurer
Charles E. RushAssistant Secretary

DIRECTORS

Charles P. Cargill	James H. McCord
Henry Krug, Jr.	Rabbi Louis Bernstein
Samuel I. Motter †	Smith A. Penney
Terms expire 1913	Terms expire 1914

J. W. Atwill
Rt. Rev. M. F. Burke
Charles A. Pfeiffer*
Terms expire 1915

COMMITTEES

LibraryDirectors McCord, Bernstein, Atwill
AdministrationDirectors Cargill, Pfeiffer, Bernstein
Building and GroundsDirectors Penney, Burke, Krug
FinanceDirectors Pfeiffer, Cargill, Penney
By-LawsDirectors Bernstein, Burke, Motter
Carnegie BranchDirectors Burke, Pfeiffer, Krug
Washington Park BranchDirectors Krug, Penney, Cargill

†Appointed to fill unexpired term of Rev. Henry Bullard, deceased.

*Succeeded April 15, 1912, by Morte H. Craig.

MEMORIAL COLLECTIONS OF BOOKS

"The Board of Directors of the St. Joseph Public Library desire to bring to the attention of the people of St. Joseph the opportunity of presenting memorial collections of books to the Library.

"Any one wishing to honor and perpetuate the memory of a deceased friend may do so by presenting to the Library any number of books, from a single volume to a complete collection on some special subject. In each volume will be placed a memorial bookplate bearing his name in whose memory the book is given, and the name of the donor, unless it is preferred that the latter be omitted. Letters will also be sent to the bereaved family notifying them of the gift.

"The gift may be made to any department or branch of the Library preferred, and the Librarian and his staff will gladly give advice and assistance in the selection and purchase of the books.

"The flower fades and withers; the picture is neglected and overlooked, but the book pored over and enduring spreads knowledge and contentment to all who read in the name of the loved one who has entered into the Eternal Beyond.

"Books are at once our masters and our servants. They have a silent independence, an unchanging voice, a calm declaration of truths as they will. But they are unobtrusive. They wait for our moods and leisure. They are never jealous if we neglect them, nor quarrelsome when we are familiar. They wait upon us in youth, manhood and old age with a vivacity that time never chills, and an instructiveness that repetition never wearies. Books gradually lose their inert and dead form and become to us like persons that have pulse and articulate voice. We feel more intimately acquainted with authors two hundred years dead than we do with our daily companions. A book is better for weariness than sleep—for cheerfulness, than wine. It is often a better physician than the doctor, a better preacher than the minister, a better sanctuary than a drowsy church."

The best reading for the greatest number at the least cost.

service to the city and to care for the many phases of Library work which cannot now be undertaken. The present Central Library building offers for Library use only one book stack room, three small reading rooms and three very small work rooms. The Children's Room is entirely too small and inadequate, seating only 30 children at one time, where there is need for more than 150 seats. A lack of space is a limitation which should be easily overcome in the face of such tremendous educational opportunities.

St. Joseph is undoubtedly entering a new era in its social and industrial development. The Library is striving to be of the greatest possible use in this awakening. It is making a special effort to be prepared with up-to-date material on all of the things of interest within the city and whatever material it does not have will be secured, if possible, upon recommendation.

The cost of administration and the support of the Library must necessarily increase as the Library grows in size and usefulness. Larger orders of new books must be made to support the increased needs of the patrons, old books wearing out far more rapidly must be replaced, more and better service must be supplied by the members of the staff, and in every department a greater expenditure for miscellaneous supplies is made necessary. If the city desires to see its Library continue as a progressive institution serving the citizens with the efficiency equal to that maintained by other Libraries similar in size, it must support and maintain the Library with a larger annual appropriation. Many other Libraries in the same class with St. Joseph, having fewer branches and performing less service, receive much greater and far more adequate financial support. To Librarians generally it seems somewhat miraculous for St. Joseph to maintain a Central Library and two well equipped Branches on an income of only \$21,000 a year. Emphasis should be placed upon the fact that this figure is simply the very minimum amount which the city charter permits the City Council to appropriate for the support of the Library.

At a special meeting of the Board of Directors held on May 18, 1911, appropriate resolutions were drawn up on the death of Rev. Henry Bullard, member of the Library Board for nine years and at one time its president. Mayor A. P. Clayton appointed Mr. Samuel I. Motter to fill the unexpired term.

The following table contains a few interesting figures which demonstrate the growth of this Library during the past year. The

The receipt for perpetual ignorance is this, "Be satisfied with your opinions and content with your knowledge."

"None suffer so much as they who endeavor to conceal their necessities."

SPECIAL READING.

The majority of us resolve now and then to do some special reading upon the subject of our own particular work or dearest hobby. However, after the inspiration has passed by we generally forget this good resolve, or act regretfully and indifferently toward it. The gentle reader will likely make note of the following suggestion, which is directly intended for him.

If you are interested in any particular subject and desire to inform yourself more fully about it, simply fill out the form which follows and send it by mail to the Reference Librarian of St. Joseph, Missouri. The assistants in the Reference Department will be very glad to prepare a reading list for you, recommending the order in which you may wisely read the material, and notify you when it is ready for your use. If requested they will send it to your address by a special messenger.

Increase Your Knowledge, Efficiency, Earning
Power and Joy In Life.

COURSE IN READING

I desire to pursue a course of reading on the subject of _____

In my study of the subject I have read the following books:

I ask that the Library make out a list of recommended books to be read in a systematic order.

Name _____

Address _____

Telephone _____

The Public Library of St. Joseph, Missouri.

A book unused is of little value to anyone. The right book in the hands of the right man may be of untold value.

ORGANIZATION OF THE LIBRARY STAFF

Charles E. Rush Librarian
 Lulu C. Senter Assistant Librarian
 Emma Bock Assistant Loan Department
 Martha Brown Assistant Washington Park Branch
 Clara B. Davis Librarian's Secretary
 Louise Floyd Assistant Loan Department
 Jessie M. Gibson Chief, Accession Department
 May Guymon Page, Loan Department
 Elizabeth Hull Assistant, Reference Department
 Mabel Hull Assistant, Catalogue Department
 Lawson Kinney Messenger, Loan Department
 Ruth Lowary Page, Children's Department
 Bessie L. McCoy Chief, Children's Department
 Joseph Mann Chief, Deposit Stations
 Eudora L. Martin Chief, Classification Department
 Rose Nash General Supply Assistant
 Louise Randall Librarian, Carnegie Branch
 Mary L. Reichert Chief, Catalogue Department
 Anise Sandford Librarian, Washington Park Branch
 Jennie K. Willson Chief, Loan Department

Visitors and temporary residents are always welcome within the walls of all Public Libraries.

Suggestions of books for purchase will be gladly received.

increase in total and per capita circulation and the results at Carnegie Branch are statistics which should be particularly noticed.

Number of Branches	2
Number of Deposit Stations	5
Number of Delivery Stations	2
Number of School Stations	5
Number of Classroom Collections	200
Population of St. Joseph	77,403
Tax income per capita in cents26
Total number of volumes, April 30, 1912.....	62,052
Number of new books added during the year	5,731
Volumes in Library per capita80
Total circulation of books for home use.....	299,088
Increase in circulation over previous year.....	68,613
Per cent of increase in circulation	22.94
Circulation per capita	3.86
Percentage of total fiction circulated	70
Total number of registered borrowers	13,503
Increase in number of borrowers	2,132
Per cent of population as borrowers	17
Total circulation at Carnegie Branch	38,707
Increase in circulation at Carnegie Branch	15,219
Per cent of increase at Carnegie Branch	39
Circulation per borrower at Carnegie Branch	21.20
Average loan of each book at Carnegie Branch	4.6
Total circulation at Washington Park	41,931
Increase in circulation at Washington Park	8,900
Circulation per borrower at Washington Park	19.41
Average loan of each book at Washington Park	7.9

The total circulation of books loaned from the three Libraries amounted to 299,088, an increase over last year's results of 68,613, or 22.94 per cent. The circulation of books of fiction naturally constitutes the larger part of this increase; however, every department of non-fiction indicates a large increase in use of books within and without the building, amounting to an increase total of 13,914 volumes. The month of March was again by far the busiest month and the results were almost double of those in September. The circulation of supplementary reading books owned by the School District and circulated by the Library, amounted to 24,317. School Deposit Stations were separate from this collection



The Library is well prepared to furnish ideas from the experiences of other cities in civic activities. Ask for the new civic list.

Special messengers will deliver or call for your books at very reasonable rates.

and their use showed a tremendous increase of 7,377 books. It is interesting to note that the non-fiction department which showed the greatest use for the year at the Central Library was general literature, while at Carnegie Branch it was travel and at Washington Park Branch history headed the list.

The three Libraries now contain 62,052 volumes, of which 5,731 were new books added during the year. Books which were worn out, lost and withdrawn amounted to 988, making a net gain of 4,743. The number of volumes in the school supplementary reading collection, formerly counted in the total number of volumes in the Library but no longer considered as Library property, amounted to 10,383.

Annotated reading lists of new books were printed and distributed each week. Permanent files of these lists are kept at the Loan Desks in loose leaf binders. A new and liberal teacher's card was issued for all teachers; telephones for the use of the public were installed in the Loan Department, and messenger service for the delivery or collection of Library books subject to the order of patrons was arranged at a very reasonable charge. The Library Training Class closed on the 5th of May with five apprentices successfully completing the course, three of whom were appointed to the staff, two having entered the Wisconsin Library School for continued instruction.



A prominent and generous business man of St. Joseph provided the Library with sufficient means to establish two "Little Brother Libraries" for the use and pleasure of crippled and shut-in children. The collections were made up of carefully selected favorites in fine editions and now circulate in special boxes from house to house for periods of four weeks.

Several new advertising features were used to exploit the Library resources. A local moving picture theatre kindly exhibited a specially prepared lantern slide showing at each performance photographic reproductions of the Library buildings, together with the following note, "Your Free Public Library has arranged with this management to select interesting books and magazine articles upon the historical, literary and industrial subjects

Business men are beginning to realize that a modern Library is a Bureau of Information.

Why do some people neglect their money invested in their Public Libraries? Usually they are not so negligent in other investments.

FINANCIAL STATEMENT

Condensed from extended reports, verified by affidavits, of the Treasurer and Librarian now on file in the office of the City Auditor.

RECEIPTS

City apportionment	\$20,880.63
Library collections	1,120.00
Special accounts	2,348.56
Total	\$24,349.19

EXPENDITURES

Books	\$ 4,949.68
Periodicals	988.65
Binding	1,242.98
Salaries	11,025.90
Janitor service	1,931.35
Heat	672.62
Light	257.31
Furniture	129.60
Printing and stationery	280.97
Miscellaneous	970.26
Balance appropriated for books	1,899.87
Total	\$24,349.19

The three Libraries are supported entirely by the taxpayers of St. Joseph through the annual apportionment from the city tax collections made by the Common Council.

We are sometimes asked this question, "Why strive so hard to better and enlarge the methods, work and influence of the Library?"

is also due to Miss Olive Rush for the pen and ink sketches used in this and the preceding report.

The Librarian and all the staff desire to express their sincere appreciation of the unusual interest and consideration manifested in their welfare by the Board of Directors and for the many courtesies extended to them by patrons of the Library.

CHARLES E. RUSH,
Librarian.

The above report, together with detailed statistical tables of records and accounts, was submitted May 9, 1912, to the Board of Library Directors for official approval, and later transmitted to the Honorable Mayor and Common Council of St. Joseph by the President of the Board, J. W. Atwill.



It is our aim to make this the best Public Library of its size in the United States. With sufficient support this ambition can be realized.

Can any memorial be greater than a gift to the community of an institution for the good of all?

treated in these pictures. It is a bright idea to see something good and then learn more about it." The local press was particularly courteous in the space given to Library news. A poster reprint of the "Health Alphabet" by a Chicago tuberculosis nurse was distributed in the various upper grades of all the school buildings. Artistic circulars concerning the Washington Park Branch were distributed in packages purchased in stores by citizens in North St. Joseph. Attractive posters emphasizing the opportunities of Library study and reading were placed in stations, hotels, club rooms and factories.

In March it was deemed wise by the Board of Directors to discontinue the circulation of home-read books on Sunday and also to close the juvenile departments on the same day in all of the Libraries. These changes became necessary due to the increased use of books and in order to provide better service to patrons throughout the week. Statistics do not indicate any loss due to these changes.

In February an additional Deposit Station was established in the Hansen Heights district at Pierce's Drug Store. The collection contains 200 popular books and new books are added twice a month. The location of other deposit stations is under consideration, the change from delivery to deposit stations being fully appreciated by patrons.

Traveling libraries in special boxes, each containing about 25 popular books, were placed in three of the wholesale houses and factories in the city for the special use of employed women. Local arrangements for supervision of the collections were secured through the co-operation of the local Y. W. C. A.

An exhibition of the work of the Inland Printer Technical School was displayed in November and in December the usual exhibition of children's books recommended for purchase as holiday presents was held. Other exhibits, such as good commercial and writing papers, garden seeds and catalogues, exhibit of the U. S. Forestry department, etc., were also held.

The Library is now on the mailing list of more than 300 civic, social, health, charity, municipal, educational and commercial associations, societies and clubs, and through these sources a large amount of up-to-date, authoritative and scarce pamphlet material has been

It is a kind and neighborly act to tell others how they can increase their earning power and joy in life without farther expense.

Your Public Library is endeavoring under very limited means to do its part in making its resources accessible to everyone.

collected. These pamphlets are filed upon receipt by subject and are later bound in permanent form.

Considerable progress was made in the preparation for a large circulating collection of loose and mounted pictures to be used in school, reference and club work.

In the organization of the Board of Directors the new office of second vice-president was created and special committees on the Washington Park Branch and Carnegie Branch were appointed. The Library was represented at the annual meeting of the Missouri Library Association held at Hannibal in October by three representatives and by one representative at the dedication in January of the new Central Library building at St. Louis.

Library of Congress cards were used in cataloging during the past year to a larger extent than ever before and many more type written cards were made for the foreign and juvenile books than in years past. Owing to pressure of current work but little progress was made in the recataloging of the older books.

In September an additional room was equipped for the Reference Department, where most of the Reference Collection is now shelved. The work in this department increased rapidly during the winter, resulting in the necessity to provide an additional assistant. The new pamphlet collection, the special college collection, large and important additions and larger quarters added materially to the resources of the department.

The Juvenile Department of the Central Library closed the year with an increase in total circulation of 6,580 books, and a 6 per cent increase in the use of non-fiction. More than 1,000 books were sent out in the school stations and the result of nearly 1,000 volumes as an average monthly circulation was most encouraging. The closing of this department on Sundays made no apparent decrease in the circulation statistics.

Practical ideas for your work or profession, recreation and hobby are on tap in the Library for your use.

The Library is not only a storehouse for the records of the past, but it is a storehouse of new ideas for immediate and future use.

The growth of the work with the children continues to emphasize the sore need of larger quarters.

The tenth annual report of Carnegie Branch showing 8,365 volumes in stock, a registration list of 1,822 borrowers and a circulation of 38,707 home-read books indicates an unusual growth. The total increase in circulation for the year was 15,219 volumes or 39 per cent. New books numbering 613 were added and 866 new patrons were enrolled. It is of interest to compare the 56 per cent of fiction issued in the juvenile department with the 71 per cent of fiction circulated from the adult department. The Story Hour was featured during the months of January and February, having an average attendance of 65 children.

Washington Park Branch in closing its first report covering an entire fiscal year records a total circulation of 41,931, an increase of 8,900 volumes over those issued in the corresponding months of the previous year. This increase is sufficient proof of a splendid year's work for the new Branch. Eight hundred and fifty-seven new readers' cards were issued, making a total of 2,160 registered borrowers, and 817 new volumes were added to the total collection of 5,291 books. The Arabian Nights were made a special feature during the Story Hour season, being told very successfully to 1,180 children.

From out-of-town friends and friends within the city the Library received a large number of valuable gifts of books. The most noteworthy gift was that of the remaining collection of 61 volumes of the Library of the old "St. Joseph Institute," which was presented by Miss Lillian C. Kerr.

The Board of Directors accepted, with much regret, the voluntary resignations of Miss Lillian C. Kerr, Reference Librarian, and Miss Marjorie Adriance, assistant in the Loan Department. Miss Kerr's long service within the Library was of a marked order of faithfulness, interest and ability. Several transfers of assistants to various positions were made to cover vacancies and difficult situations, and for the loyal co-operation and support shown by all members of the staff at these and all times, the Librarian is deeply grateful. It is a rare pleasure to work in the midst of an esprit de corps so genuine and never-failing as exists in this Library. Grateful acknowledgment

The Library is the greatest institution in St. Joseph for the continuous education of adults and is second only to the schools in the education of children.



SUGGESTIONS

The Library is open to all for reading and reference use within the building. Any resident of St. Joseph may borrow books for home reading after signing an application and being identified.

The signature of a guarantor is no longer required for persons of more than 18 years of age. Non-residents may take books from the Library on payment of three dollars per year and temporary residents may enjoy all the privileges on payment of 25 cents per month.

Two books or more may be borrowed at one time and most of them may be kept two weeks. All the book shelves are open to everyone and a free examination and selection of all special classes of books is welcomed. The card catalogue indexes up to date the entire contents of the Library. It is alphabetical in form and is as easily used as an encyclopedia.

The Librarian and his assistants are ready at all times to assist readers in using the catalogues, understanding the arrangement of shelving and finding material desired.

HOURS OF OPENING

CENTRAL LIBRARY

Tenth and Felix Streets

Loan, Reference and Reading Departments

Week days9 a. m. to 9 p. m.

Sundays2 p. m. to 6 p. m.

Books are not loaned for home reading on Sundays.

CHILDREN'S DEPARTMENT

School days1 p. m. to 6 p. m.

Saturdays and vacations9 a. m. to 6 p. m.

Closed on Sundays.

BRANCH LIBRARIES

Carnegie BranchMassachusetts Ave. and Carnegie St.

Washington Park Branch.....Washington Ave. and Third St.

Open on Monday, Friday and Saturday.....10 a. m. to 9 p. m.

Tuesday and Thursday10 a. m. to 6:30 p. m.

Wednesday12 noon to 9 p. m.

Sunday2 p. m. to 6 p. m.



WHEN I GROW UP

I shall continue to be proud that I live in these free United States of America and that it is my duty and privilege to be of all possible service to my country.

I shall be a good citizen, opposing all that is wrong and fighting for all good things that will make my country and city and home more beautiful and my countrymen better and happier.

I shall be strong and healthy and brave and true, for I know that success comes to those who have healthy bodies, active minds, strong characters and brave hearts.

I shall be happy, for I believe that happiness comes to those who make others happy.

I can learn a great deal more about patriotism, brave deeds, citizenship and great men at the Free Public Library of the City of St. Joseph, Missouri.

I quite agree with that fine old German who said: "To will is to can."

REFERENCE
DEPT:

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St. Joseph, Missouri
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