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N. Y. State Library  
AUG 18 1910

Twenty-third Annual Report  
of the  
**Free Public Library**  
**St. Joseph, Missouri**

**1912-1913**

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

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

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Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

The Public Library of St. Joseph, Missouri.





## ORGANIZATION OF THE LIBRARY STAFF

On April 30, 1913

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Charles E. Rush .....Librarian  
Lulu C. Senter .....Assistant Librarian  
Emma Bock .....Assistant, Loan Department  
Martha Brown.....Chief, Children's Department  
Clara B. Davis.....Librarian's Secretary  
Louise Floyd.....Assistant, Children's Department  
Ester Frederickson.....Supply, Carnegie Branch  
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  
Joseph Mann.....Chief, Deposit Stations  
Eudora L. Martin...Chief, Classification Department  
Rose Nash.....Assistant, Washington Park Branch  
Helen Pfeiffer.....Librarian, Carnegie Branch  
Mary L. Reichert.....Chief, Catalogue Department  
Anise Sandford. Librarian, Washington Park Branch  
Gladys Veiock.....General Assistant  
Jennie K. Willson.....Chief, Loan Department



## 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 .....	\$21,000.00
Library collections .....	1,304.83
Special accounts .....	1,899.87
Total .....	\$24,204.70

### EXPENDITURES

Books .....	\$ 5,166.05
Periodicals .....	1,083.88
Binding .....	1,514.22
Salaries .....	12,016.64
Janitor service .....	1,800.62
Heat .....	483.13
Light .....	278.14
Furniture .....	188.45
Printing and stationery.....	359.01
Miscellaneous .....	1,288.00
Balance appropriated for books.....	26.56
Total .....	\$24,204.70



McCoy, Chief of the Children's department. Miss McCoy's ten years' service on the staff was noteworthy for the unfailing interest and efficiency which she displayed in developing the work among the children. Miss Martha Brown, Children's Librarian at Washington Park Branch, was promoted to the position held by Miss McCoy. Miss Helen Pfeiffer, graduate of the Wisconsin Library School, was appointed Chief of the Creative department in October, but in March was transferred to Carnegie Branch to fill the position of Librarian made vacant by the resignation of Miss Louise Randall. Miss Randall's success in popularizing the Branch in South St. Joseph deserves special mention. Other staff additions, transfers and promotions were made with credit to all concerned. The faithfulness, enthusiasm and ability manifested by all the members of the staff in their service for the Library calls for grateful acknowledgment.

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

Your Librarian is not unmindful of the courtesies which the Board of Library Directors has extended to him throughout the year nor of his personal appreciation of your efficient and business like administration.

May the coming year bring greater and better results.

Respectfully submitted,

CHARLES E. RUSH,

May 8, 1913.

Librarian.



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**Twenty-third Annual Report  
of the  
Free Public Library**

**For the Year Ending  
April 30, 1913**



**St. Joseph, Missouri  
MAY, 1913**

were registered, making a total of 2,594 patrons. With 6,982 adult books on the shelves and 2,023 in the juvenile department, it is interesting to note that the number of non-fiction books circulated from the latter department exceeded the same class of adult books by 1,776 volumes. Additional reference material and a redecoration of the interior of the building are immediate needs which must be met.

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

The third annual report of the Washington Park Branch Library records 6,018 volumes in stock, 1,987 registered borrowers, and a home circulation of 35,248 books. New books amounting to 727 were added to the collection. While the total circulation at Washington Park Branch fell behind that of Carnegie Branch, yet, with only 1,768 juvenile books in stock Washington Park Branch exceeded the juvenile circulation at Carnegie Branch by 1,813 volumes. The auditorium was in constant demand by churches, clubs, leagues and societies. One church whose building suffered a severe fire loss made use of the auditorium and club room twice a week for several months.

Suggestions of books for purchase will be gladly received.

The Library Department was represented by the Librarian at the annual conference of the American Library Association held in June at Ottawa, Canada. Six delegates from the Library staff attended the annual meeting of the Missouri Library Association held in St. Louis in October and your Librarian was elected President of the Association for the coming year. Upon invitation the Missouri and Kansas Library Associations

voted to hold a joint conference in St. Joseph next fall. The honor of entertaining these two visiting bodies is fully appreciated by the Library department and the citizens of St. Joseph.



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

In June the Board of Directors regretfully accepted the voluntary resignation of Miss Bessie L.

sults of the advertising campaign conducted through the schools in March by means of personal visits and distribution of illustrated circulars addressed to the children. The school stations were more successfully maintained than ever before, special deposits were placed in a larger number of institutions, the usual exhibits were held and the collection of recommended books in fine editions was much enlarged by the addition of many English and French publications. The latter collection now contains representative work of the leading juvenile illustrators of England, France and America. The total home circulation of juvenile literature in all the libraries amounted to 81,426 with a fiction percentage of 60.

Almost 16,000 people are enrolled as regular patrons of the Library. Does that list include all the reading members of your family?

Records of the work done in the Cataloging department during the year reveal an increase in the number of new cards made and old cards revised. Special attention was given to the Children's catalogue following its installation in a new and larger filing case. More than 500 old books were recatalogued during the year. With only two cataloguers in the department, one of whom works part time elsewhere, the record of cataloguing 5,469 new additions is worthy of particular note.

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

In the Reference department of the Central Library occurred much greater and more practical work than ever before. The increased use of this department by business men has been a happy feature during the year, this use averaging about twenty difficult problems to be solved each day. Considerable attention was devoted to the study and arrangement of government documents following a four week's course of instruction given to staff members by the Librarian. New features include two subject indexes on cards covering the daily papers and a miscellaneous lot of pamphlets currently received.

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.

The Carnegie Branch Library closed the year with a home circulation of 36,370 books from a total of 9,005 volumes in stock, of which 731 were added during the year. New borrowers numbering 781

## THE PRESIDENT'S LETTER

To the Honorable, the Mayor and the  
Common Council of the  
City of St. Joseph, Missouri:

Gentlemen: I take pleasure in transmitting to you on behalf of the Board of Library Directors the twenty-third annual report of the Library Department for the year ending April 30, 1913.

Interesting details of the year's work may be found in the reports of the Treasurer and Librarian submitted herewith and I trust that you will give them due consideration. The Board earnestly endeavors to widely publish the fact that the Public Library is maintained by and for the use of all the people in this community and that they are therefore entitled to all of its advantages. Public service in the dissemination of knowledge is the sole purpose of the institution and the Board of Directors and the Library staff endeavor at all times to widen this scope and increase the influence of this service.

The Board of Directors desires to express its genuine appreciation of the increase of appropriation funds apportioned to the Library Department for the coming year. Such consideration on your part evinces your faith in the services performed by the Library in the interest of more than fifteen thousand patrons. Mention should be made of the over-crowded and cramped condition of our Central Library building and our inability to satisfactorily meet the demands made by our patrons. Larger quarters will be an absolute necessity in the near future.

In May, 1912, the Board of Library Directors received with keen regret the resignation of its esteemed President, Mr. J. W. Atwill, who had held that position for thirteen of his seventeen years on the Board. The vacancy of Director was filled by the appointment of Mr. Carroll Connell by Mayor Charles A. Pfeiffer.

Respectfully submitted,  
JAMES H. McCORD,  
President.  
  
MAY 8, 1913.

## BOARD OF DIRECTORS AND OFFICERS

of the

### PUBLIC LIBRARY OF ST. JOSEPH. MISSOURI

May 1, 1912 to April 30, 1913

#### OFFICERS

James H. McCord ..... President  
Rabbi Louis Bernstein ..... First Vice-President  
Smith A. Penney ..... Second Vice-President  
Henry Krug, Jr. ..... Secretary-Treasurer  
Charles E. Rush ..... Assistant Secretary

#### DIRECTORS

James H. McCord	Carroll Connell
Rabbi Louis Bernstein	Rt. Rev. M. F. Burke
Smith A. Penney	Morte H. Craig
Terms expire 1914.	Terms expire 1915.
Charles P. Cargill	
Henry Krug, Jr.	
Samuel I. Motter	
Terms expire 1916.	

#### COMMITTEES

Library ..... Directors McCord, Bernstein, Burke  
Administration .. Directors Cargill, Bernstein, Penney  
Bldg. and Grounds .. Directors Penney, Burke, Connell  
Finance ..... Directors Krug, Cargill, Motter  
By-Laws ..... Directors Bernstein, Craig, Connell  
Carnegie Branch..... Directors Burke, Motter, Krug  
Wash. Park Branch.. Directors Penney, Cargill, Craig

New deposit stations of circulating books were placed in the Young Men's and Young Women's Christian Associations, St. Joseph's Hospital and the school of the Shaare Sholem congregation. The last named collection being composed of Jewish and Yiddish books in the original is expected to become a neighborhood branch in the near future. The Hansen Heights station at Pierce's Drug Store reported a good circulation for the year of 2,287 books.

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

A new wall map rack has been placed in the General Reading Room at the Central Library. It has attracted attention because of its simplicity and economy. Maps can be quickly attached or detached without any special preparation and may be consulted easily without subjecting them to more than the ordinary wear when hanging on walls.

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

A daily report blank was devised to record the amount of regular and special work accomplished in each department. A number of new and more liberal rules were granted to patrons in the Loan departments. Various items of furniture, fixtures and equipment were added to several departments, relieving crowded shelf conditions and furnishing greater display space. It was considered wise to reduce the size of the Library Training Class from five persons to one or two and to maintain the class throughout the year. The wisdom of this course was soon verified and the method will probably be followed in the future.

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



While other departments were falling off in home circulation, the Children's department at the Central Library circulated 52,279 books, an increase of 1,373 over last year. This result is most gratifying when we consider the wide epidemic of children's diseases which visited the entire city during the months of March and April. This epidemic also greatly affected the re-

damaged and lost books numbered 1,086. The circulation of school supplementary reading books, numbering 10,383, owned by the School District and loaned by the Library staff, amounted to 20,080 volumes.

**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 Library received from friends within and without the city 127 donations of books and magazines. These gifts, so greatly appreciated, were properly acknowledged upon their receipt. It might be well to call attention to the happy plan of presenting memorial collections of books to the Library in the name of some friend or relative, bringing pleasure to thousands of book lovers and to the donors as well.

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

The most noteworthy and interesting addition made during the year was that of the Special Eugene Field Collection of First and Rare Editions secured from former Librarian Purd B. Wright. The collecting of Fieldiana was begun by Mr. Wright in 1897 and during the following fifteen years he was fortunate in securing some very rare items and many more which are difficult to duplicate. The collection now contains 125 items of books, pamphlets and magazine articles to which the Library expects to make additions from time to time. Since Eugene Field did his first newspaper work in St. Joseph and Mr. Wright served this Library so efficiently and faithfully for fourteen years, it seems particularly appropriate and pleasing that the St. Joseph Library should own one of the best Field collections in this country.

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

Through the cooperation of the Buchanan County Medical Society subscriptions for twenty leading current medical journals were entered in the name of the Library for circulation among the physicians of the city and all other patrons interested in medical science. The money for the subscriptions was advanced by the Society and in turn the Library agreed to bind and preserve the files.

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

## THE LIBRARIAN'S REPORT

The twenty-third fiscal year in the history of the St. Joseph Public Library ushered in no new era of Library expansion, though a number of interesting developments were brought about with very gratifying results. When physical limitations are reached in human strength, building capacity and financial support, new lines of expansion are well nigh impossible and even an attainment of past efforts and results becomes difficult under such conditions. The only hope for future growth lies in the dream of a new Central Library building and in an adequate maintenance fund. "If this Library is to retain its present standing and efficiency, both here and elsewhere, the citizens of St. Joseph must relieve the pressing need by either enlarging its present Central building (built and partially maintained by the School District) or by erecting a new Central Library building fully adequate to furnish the proper 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 use only one book-stack room, three small reading rooms and three very small work rooms. A lack of space is a limitation which should easily be overcome in the face of such tremendous educational opportunities." (Quoted from last annual report).

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

Special efforts were made during the year to emphasize the practical value of the Library to the professional, business and employed men of the entire city. Many and varied methods in publicity were used to attract the attention of these men to the opportunities which the Library offers them. The direct result of an increased percentage of books used for practical purposes demonstrates the value of such activity. Addresses before commercial clubs, posters

for factories and stations, blotters for business men, circulars for advertising men, newspaper stories and lists, printed booklists, personal letter and postcard



announcements of new books, electrical booth display in pure food exhibit, home circulars addressed to school children, Library slides in moving picture theaters, school visits, etc., illustrate some of the year's advertising efforts.

Perhaps the most satisfactory and effective publicity results were obtained by the illustrated circular addressed to each school child in the city containing suggestions for each member of the family and inviting all to visit the Library. These circulars more than doubled the juvenile registration in one month, and also increased the adult registration. The latest publicity feature was the purchase in April of the new Edison Home Kinetoscope, equipped for both moving picture films and stereopticon slides, for story hour use at the Branches. The adaptability of the machine for Library work, as used by amateurs at the first story hour with an admirable, stimulating effect on the children, was quickly established. The equipment includes moving picture films of such titles as "Little Red Riding Hood," "Hansel and Gretel," "The Child in the Forest" and "The Little Girl Who Did Not Believe in Santa Claus," etc., and lantern slides showing ten pictures on each plate of interesting travel scenes and instructive geographical subjects. The remarkable features of the machine are its simplicity of construction and management, portable size, economy in purchase and maintenance cost and the pleasing results obtained.

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

Another innovation was the creation of a new department on the Library staff. The need of an assistant to devote full time to the various methods of securing larger numbers of readers and to promote the reading of better literature on the part of those enrolled as patrons resulted in the establishment of the "Creative Department." This department was given immediate supervision of the compiling of reading lists, newspaper stories, printed Library publicity, bulletins, picture collections and special exhibitions.

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

Figures are often misleading and in this report they will be especially so. The total circulation of home-read books indicates a decrease from that of last year; however, the work in other lines and departments steadily increased, entailing more labor

on the part of the Library staff and likewise bringing about more satisfactory results in the use of better literature. Adult and juvenile reference work became so heavy that it was necessary to transfer two additional assistants to those departments and further help was expedient at Carnegie Branch.

The decrease in total circulation was due entirely to the natural reaction following the adoption of the liberal rules two years ago. This result was expected and predicted more than a year ago. It does not reflect upon the standing of the Library in the community nor upon the service rendered by the Library staff. Next year's report will show a steady gain.

Number of branches .....	2
Number of deposit stations .....	12
Number of delivery stations .....	1
Number of school stations .....	6
Number of classroom collections .....	200
Population of St. Joseph in 1910.....	77,403
Tax income per capita in cents.....	.26
Total number of volumes, April 30, 1913.....	66,436
Total number of new books added .....	5,469
Number of volumes per capita .....	.85
Total circulation of books .....	279,721
Circulation per capita .....	3.61
Percentage of fiction circulated.....	70
Total number of registered borrowers .....	15,641
New borrowers registered .....	5,885
Increase in number of borrowers .....	2,138
Per cent of population as borrowers.....	20
Circulation at Carnegie Branch .....	36,370
Circulation per borrower at Carnegie Branch.....	14.4
Average loan of each book at Carnegie Branch....	4
Circulation at Washington Park Branch.....	35,248
Circulation per borrower at Washington Park Branch .....	17.7
Average loan of each book at Washington Park Branch .....	5.8

The total number of books added to the Library as listed above at 5,469 does not include a large number of volumes received from the U. S. Government nor the several hundred pamphlets received from three hundred or more societies and institutions. The regular four year inventory was taken in April which indicated a misplacement or loss of 637 books at the



Central Library, 60 at Carnegie Branch and 32 at Washington Park Branch. These figures will not be considered definite for several months, since a large part of them will be located. Worn out,