

ST. JOSEPH PUBLIC LIBRARY

ST. JOSEPH,  
MISSOURI

ANNUAL REPORT

MAY 1, 1952

thru

APRIL 30, 1953

SPECIAL FUNDS ACCOUNT

1952-1953

CASH RESERVE FUND

Receipts

Petty Cash in hands of Librarian April 16, 1952	\$75.00
Brought forward in hands of Treasurer April 16, 1952	10.64
Received from penalties	2,934.09
Received from rentals	282.23
Received from miscellaneous	604.84
	<hr/>
	\$3,906.80

Expenditures

By Librarian

Contingent fund for Branches	\$ 58.00
Postage & express	68.27
Books & periodicals	61.99
Carfare	62.95
Lost books returned	12.63
Supplies	56.32
Repairs	32.77
Laundry	21.37
Miscellaneous	80.21
	<hr/>
	\$ 454.51

By Treasurer

Checks from Cash Reserve Fund for books, periodicals dues, Christmas decorations, equipment, Venetian blinds, flooring postal cards for notices, etc.	\$3,376.79
Balance in hands of Treasurer in Cash Reserve April 15, 1953	.50
Balance in hands of Librarian April 15, 1953	75.00
	<hr/>
	\$3,906.80

STATE AID FUND

Brought forward in hands of Treasurer April 16, 1952	\$7,092.12
Received from State Treasurer	2,057.97
Spent by Treasurer from State Aid	<u>2,900.00</u>
Balance in hands of Treasurer in State Aid April 15, 1953	\$ 6,250.09

## GENERAL ACCOUNT

1952 - 1953

RECEIPTS

City Apportionment

\$78,600.00

Expenditures by City Treasurer's Warrants

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Park Branch</u>	<u>Total</u>
Books	\$5,686.32	\$1,158.73	\$1,159.07	\$ 8,004.12
Periodicals	1,193.80	116.50	95.45	1,405.75
Salaries-Staff	40,263.44	3,101.40	3,058.60	46,423.44
Salaries-Janitors	2,020.00	1,850.00	1,850.00	5,720.00
Social Security	141.14	15.30	15.08	171.52
Binding	1,322.01			1,322.01
Microfilming	7,954.64			7,954.64
Rent	1,401.00			1,401.09
Heat		414.17	354.20	768.37
Printing & stat.	205.85			205.85
Telephone	428.90	138.00	125.50	692.40
Electricity	798.15			798.15
<del>Sandwiches</del> Catalog cards	215.00			215.00
Repairs	60.43	179.15	16.49	256.07
Supplies	1,265.04	21.71	17.20	1,303.95
Water		49.96	13.20	63.16
Equipment	1,018.85	560.00		1,578.85
Miscellaneous	116.11	198.15		<del>314.26</del>
	<u>\$64,090.77</u>	<u>\$7,803.07</u>	<u>\$6,704.79</u>	<u>\$78,598.63</u>
Balance	<u>1.37</u>			<u>1.37</u>
Total	\$64,092.34	\$7,803.07	\$6,704.79	\$78,600.00

FINANCIAL STATEMENT

1952 - 1953

RECEIPTS

~~City Apportionment~~

City Apportionment

\$78,600.00

~~Library~~

Library Collections

3,906.80

State Aid

9,150.09

\$91,656.89

EXPENDITURES

Books

\$ 9,131.48 ✓

Periodicals

1,414.75 ✓

Microfilming

7,954.64

Binding

1,322.01 ✓

Salaries - Staff

46,423.44 ✓

Salaries - Janitors

5,720.00 ✓

Additional salaries

2,900.00 ✓

Social security

49 3  
171.52 ✓

Rent

1,401.09 ✓

Heat

768.37 ✓

Printing & stationery

205.85 ✓

Telephone

692.40 ✓

Electricity

798.15 ✓

Catalog cards

264.60 ✓

Repairs

324.52 ✓

Supplies

1,313.95 ✓

Water

63.16 ✓

Equipment

3,117.10 ✓

Postage

200.00 ✓

Miscellaneous: M.L.A. Expenses, dues, Christmas decorations,  
flooring, Venetian blinds, flowers, equipment, etc 688.39 ✓

Incidental expenses: carfare, contingent funds postage, laundry,  
repairs books & periodicals, etc 454.51 ✓

Balance in hands of Treasurer in Cash Reserve Fund Apr.16,1953 20.50

Balance in hands of Treasurer in State Aid Fund April 16, 1953 6,250.09

Balance in hands of Librarian April 15, 1953 75.00

Balance unspent at City Hall 1.37

\$91,656.89

SUMMARY OF CIRCULATION  
1952-1953

General Works	295
Philosophy	2,097
Religion	3,299
Sociology	4,525
Fairy Tales	6,323
Philology	13,660
Natural Science	7,634
Useful Arts	9,008
Fine Arts	8,742
Literature	6,397
History	6,658
Travel & Geography	4,996
Biography	14,006
Fiction	204,676
Pay Copies	6,324
Magazines	2,866

Total	301,506
Pictures	720

CENTRAL CIRCULATION:

Adult	107,534
Juvenile	52,306
Schools	83,444

WASHINGTON PARK BRANCH 28,270

CARNEGIE BRANCH 29,952

301,506

Net Loss over 1951 - 1952 20,384

Circulation per capita 3.836

Cost per capita 1.166

Circulation cost per book .3039

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Number of registered borrowers:

Central	
Adult	8,252
Juvenile	4,452
Carnegie Branch	1,795
Washington Park Branch	1,615
	<u>16,114</u>

Total number of registered borrowers 16,114

Total number registered during the year 1952-1953 5,242

Loss in the number of borrowers 1,273

Percent of population registered .205

SUMMARY OF TOTAL VOLUMES IN LIBRARY

1951 - 1952

CENTRAL LIBRARY AND BRANCHES

Central Adult	84,437
Central Juvenile	19,775
Carnegie Branch	16,943
Washington Park Branch	20,050
Wyatt Park Branch	2,884
South Park Branch	<u>1,118</u>
Total	145,174

Total volumes:

Adult	114,971
Juvenile	<u>30,203</u>
	145,174

Total Reference Volumes:

Adult	25,986
Juvenile	<u>578</u>
	26,564

Central References:

Adult	21,487
Juvenile	<u>283</u>
	21,770

ADDITIONS

Central	
Adult	2,010
Juvenile	566
Schools	660
Carnegie Branch	599
Washington Park	
Wyatt Park	
South Park	
Total	<u>4,416</u>

WITHDRAWALS

Central	
Adult	1,523
Juvenile	808
Schools	352
Carnegie Branch	341
Washington Park	642
Wyatt Park	71
South Park	<u>45</u>
Total	3,782

Total Additions:

Adult	2,739
Juvenile	<u>1,677</u>
	4,416

Total Withdrawals:

Adult	2,263
Juvenile	<u>1,519</u>
	3,782

Net Gain 634

Purchases	4,178
Gifts	150
Bindery	<u>91</u>
Total	4,419

## REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1952-1953

## Total Volumes in Library

## Central

	Adult Circ.	Adult Ref.	Juv. Circ.	Juv. Ref.	Schools	Total Adult	Total Juv.	Total
Fiction	16063	12	5294		4959	16075	10853	26928
000	475	1319	24	122		1794	146	1940
050	55	11164	98	43		11219	141	11360
100	1824	137	47			1961	47	2008
200	2803	321	203		56	3124	259	3383
300	7758	3437	886	29	353	11195	1268	12463
400	261	213	784	3	392	474	1179	1653
500	2546	806	670	4	366	3352	1040	4392
600	7234	1025	571	3	185	8259	759	9018
700	4326	489	745		180	4815	925	5740
800	6875	632	445	13	146	7507	604	8111
910	3091	356	538	28	199	3447	765	4212
920	4958	606	624	4	455	5564	1083	6647
900	4715	433	470	4	227	5148	701	5849
News.		17				17		17
News. Microfilms		480				480		480
Pct. Bks.			2		3		5	5
Unclassed	6					6		6
Total	62990	21447	12001	253	7521	84437	19775	104212

## Total Volumes in Library

1952-1953

## Total Volumes in Library:

Adult	84437
Juvenile	19775
C. B.	16943
W. P.	20050
Wyatt Park	2854
South Park	<u>1115</u>
Total	145174

## Total Volumes:

Adult	114971
Juvenile	30203

## Total Reference:

Adult	25986
Juvenile	518

## Total Volumes by Class:

Fict.	43352
000	2408
050	14882
100	2522
200	4128
300	14957
400	2207
500	5543
600	12649
700	7790
800	11473
910	5819
920	8973
900	7886
News.	17
News.Microfilms	480
Polish	60
Pet. Bks.	22
Unclassed	<u>6</u>
Total	145174



## Total Volumes in Library

1952-1953

## Branches

	Carnegie Branch				Total	Washington Park				
	Adult		Juvenile			Adult		Juvenile		
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	Total
Fict.	4034		2206		6240	5785		2853		8638
000	43	69	5	41	158	51	147	5	68	271
050	3	1698	7	110	1818	93	1408	1	5	1507
100	150	2	14		166	228	3	17		248
200	222	11	62	1	296	287	24	63		374
300	564	99	417		1080	672	158	302	1	1130
400	23	16	244	1	284	44	15	198		257
500	220	25	223	2	470	279	23	214	2	518
600	1107	6	219		1332	1793	26	252		2071
700	576	10	268	2	856	654	11	278		943
800	1154	53	140	3	1350	1250	113	134	1	1498
910	452	62	231		745	416	38	211		665
920	721	62	259	2	1044	697	51	292	2	1042
900	702	167	172	2	1043	695	22	162		879
Pot. Bks.			1		1			9		9
Polish	60				60					
Total	10031	2280	4468	164	16943	12944	2036	4991	79	20050

## Total Volumes in Library

1952-1953

## Branches

	Wyatt Park				Total	South Park				Total
	Adult		Juvenile			Adult		Juvenile		
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Fict.	976		201		1177	397		12		369
000	3	12		11	26	2	1		10	15
050	36	79	17		132		49	16		65
100	67		2		69	30		1		51
200	48	3	5		56	15	2	4		19
300	127	34	51	1	213	32	11	28		71
400	3	4	1		8	2		3		5
500	71		47		118	39		6		45
600	130	1	43		174	45		9		54
700	130	1	44		175	46		30		76
800	289	9	50		348	141	6	19		166
910	92	1	33		126	53	2	16		71
920	127	4	21		152	69	3	16		88
900	56	1	21		78	36		1		37
Pot. Bks.			2		2			5		5
Total	2155	149	338	12	2654	665	74	166	19	1116

## Additions and Withdrawals

1952-1953

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals
Fict.	767	654	336	373	445	166
000	19		1	2		
050	64					
100	41	10	1	4		
200	64	34	7	6	1	2
300	195	21	25	19	8	21
400	11	6	20	65	36	23
500	44	10	24	55	45	17
600	112	54	29	34	19	13
700	89	20	27	39	18	14
800	64	54	9	14		11
910	60	16	28	113	7	15
920	108	31	47	24	55	25
900	58	17	14	77	23	25
News.	6	614				
News. Micro- films	308					
Pet. Bks.				3		
Total	2019	1525	566	608	660	352

## Additions and Withdrawals

1952-1953

### Additions:

Adult	2010
Juvenile	566
Schools	660
C. B.	581
W. P.	599
Wy. P.	
So. P.	
<b>Total</b>	<b>4416</b>

### Total additions:

Adult	2739
Juvenile	1677

### Total withdrawals:

Adult	2265
Juvenile	1819

### Withdrawals:

Adult	1525
Juvenile	808
Schools	388
C. B.	541
W. P.	642
Wy. P.	71
So. P.	45
<b>Total</b>	<b>3782</b>

### Purchase

	4175
Gifts	180
Bindery	91
<b>Total</b>	<b>4416</b>

Adult gain	487
Juvenile loss	242
Schools gain	308
C. B. gain	240
W. P. loss	45
Wy. P. loss	71
So. P. loss	45

## Additions and Withdrawals

1952-1953

## Branches

Fict.	Carnegie Branch				Washington Park			
	Adult Add.	With.	Juvenile Add.	With.	Adult Add.	With.	Juvenile Add.	With.
	199	92	133	96	235	415	137	65
000		1	1		2		1	
050	12				6	1		
100	8	1	1		4	12	2	
200	9		4	2	10	16	5	
300	17	3	10	13	18	19	10	18
400		1	8	20	1		2	28
500	5	2	5	14	2	6	8	
600	35	28	13	8	27	40	13	4
700	21	10	11	12	20	3	9	5
800	14	4	4	4	21	3	4	3
910	5	1	10	8	3	1	8	2
920	22	1	18	3	23		16	
900	7	1	9	2	3		9	1
Polish		14						
Pet. Bks.								
Total	354	159	227	182	375	516	224	126

## Additions and Withdrawals

1952-1953

## Branches

Fict.	Wyatt Park		South Park	
	Adult Add. With.	Juvenile Add. With.	Adult Add. With.	Juvenile Add. With.
	55	11	24	9
000				
050	2			
100	2			
200				1
300		4		1
400				
500		6		5
600		2	1	1
700	1	4		2
800		2		
910		1		2
920		1		1
900				
<b>Total</b>	<b>40</b>	<b>31</b>	<b>25</b>	<b>20</b>

## Gifts

1952-1953

Adams, Mary Frances	1
Anonymous	7
Author	1
Book-of-the-Month Club	2
Bowen, Mr. B. B.	1
Burrowes, Mr. Arthur	2
Business Men's Assurance Co., Kansas City, Mo.	1
Canaday, Mrs. C.	1
Carnegie Hero Fund Commission	1
Christian Brothers College	4
Committee for Pipeline Companies	1
Coulter, Mr. J. M.	1
Divelbiss, M. Sgt. W. D.	1
Du Pont Company	1
Edman, Mrs. Julia W.	3
Fike, Ivan	1
First Church of Christ, Scientist, St. Joseph, Mo.	4
Foreign Ministries of Denmark, Finland, etc.	1
French, R. T. Company	1
Gillespie, Edward R.	4
Glenn L. Martin Company	4
Golding, Mr. Louis T.	1
Government	59
Heard, Shirley	1
Institute of American Genealogy	1
Lindensmith, Mr. G. F.	1
Loving, Mrs. A. L.	2
Lydick, Mr. J. A.	2
Metropolitan Life Insurance Company	1
Missouri Credit Union League, St. Joseph Chapter	2
Missouri Geological Survey	1
Missouri, State of	5
New York State University	1
Pacific Gas and Electric Co.	1
Patt, Mrs. Walter	11
Publisher	5
Rebecca Rolfe Chapter of D. A. C.	1
Rockefeller Foundation	1
Selecman, Gertrude	1
Standard Oil Company	1
Stripling, Mr. William H.	1
U. S. Brewers Foundation	1
University of Missouri	3
Wachowiak, Dr. M.	1
Welch, Mr. Phil J.	1
Yale University Press	2
Total	<u>150</u>
	<u>Bindery</u>
Books rebound	468
Periodicals bound	91

Using our last annual report (for the year ending April 30, 1953) the following is a list of percentages showing how our budget was spent:

Total amount of the budget	1952 - 1953	\$91,656.89
Salaries Library service	\$49,323.44	54%
Salaries Janitor service	5,720.00	6%
Books	9,131.48	10%
Binding	1,322.01	2%
Periodicals	1,414.75	2%
Films (Microfilms)	7,954.64	8%
Records	XXXXXXXX	XXXXXX
Permanent improvements	729.00	1%
Supplies	1,313.95	2%
Utilities (light, water, phone)	1,553.55	3%
Heat	768.37	1%
Insurance	XXXXXXXXXX	XXXXX
Printing	205.85	. 001%
Postage, express & freight	268.27	. 001%
Other expenses & Equipment	11,931.58	10%
	<u>\$ 91,656.89</u>	<u>100%</u>