

ST. JOSEPH PUBLIC LIBRARY

St. Joseph

Mo.

A N N U A L R E P O R T

May 1, 1937

thru

April 30, 1938

Sworn and subscribed to before me, a Notary Public
for and in Buchanan County, State of Missouri this
day of _____ 1938

I. R. Bundy, Notary

This is to certify that the
accompanying report is a true and correct record of
the business of the St. Joseph Public Library for the
year ending April 30, 1938, to the best of my know-
ledge and belief.

To whom it may concern:

1938
6
June

GENERAL ACCOUNT

1937 - 1938

* * * * *

Receipts

City apportionment

\$45,000.00

Expenditures by City Treasurer's Warrants

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Park Branch</u>	<u>Total</u>
Books	\$6,155.68	\$1,292.77	\$1,177.12	\$8,625.57
Periodicals	548.65	42.95	33.75	625.35
Binding	2,165.05			2,165.05
Salaries	21,155.39	2,515.95	2,362.05	26,033.39
Rent	1,371.50			1,371.50
Heat		162.91	206.98	369.89
Janitor service		810.00	870.00	1,680.00
Printing & s stationery	92.29			92.29
Telephone	139.92	39.09	39.09	218.10
Electricity	405.85			405.85
L. C. Cards	213.71			213.71
Insurance	8.00			8.00
Repairs	137.85	555.46	562.35	1,255.66
Equipment	662.00	472.25		1,134.25
Supplies	641.38	1.44	17.32	660.14
Water service		12.86	14.49	27.35
Miscellaneous	113.95			113.95
	<u>\$33,811.22</u>	<u>\$5,905.68</u>	<u>\$5,283.15</u>	<u>\$45,000.05</u>
		Overdrawn		<u>.05</u>
				\$45,000.00

SPECIAL FUND ACCOUNT

1937 - - - 1938

Receipts

Petty cash in hands of librarian April 15, 1937	\$75.00
Brought forward in hands of treasurer April 15, 1937	\$179.10
Received from duplicate collection	\$528.20
Received from magazine and non-fiction rental	\$25.24
Received from penalties	\$1,316.21
Received from miscellaneous	\$372.53
	\$2,496.28

Expenditures

By librarian

Freight and express	\$21.17
Books and periodicals	\$153.30
Postage	\$73.89
Contingent fund	\$52.00
Miscellaneous	\$201.10

By treasurer

Checks nos. 146-174 less \$501.46 incidental expenses	\$1,875.60
Balance in hands of treasurer April 15, 1938	\$44.22
Petty cash in hands of librarian April 15, 1938	\$75.00
	\$2,496.28

FINANCIAL STATEMENT
1937 - - 1938

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	\$45,000.00
Library collections	<u>\$2,496.28</u>
Total	\$47,496.28

Expenditures

Books	\$10,387.32
Periodicals	\$634.35
Binding	\$2,165.05
Salaries	\$26,033.39
Rent	\$1,371.50
Heat	\$369.89
Janitor service	\$1,680.00
Printing & Stationery	\$92.29
Telephone	\$218.10
Electricity	\$405.85
Library of Congress Cards	\$213.71
Insurance	\$8.00
Repairs & equipment	\$2,389.91
Supplies	\$714.99
Water	\$27.35
Miscellaneous	\$163.95
Incidental expenses	\$501.46
Balance in hands of treasurer	\$44.22
Balance in hands of librarian	<u>\$75.00</u>
	\$47,496.33
Deficit	<u>.05</u>
	\$47,496.28

SUMMARY OF TOTAL VOLUMES IN THE LIBRARY
1937 * - - - - - 1938

Central and the branch libraries

Central	
Adult	78,531
Juvenile	14,437
Carnegie Branch	16,565
South Park Branch	2,746
Washington Park Branch	16,267
Wyatt Park Branch	5,482
Hospitals	403
	134,431

Total volumes	
Adult	108,171
Juvenile	26,260
	134,431

Total reference:	
Adult	22,355
Juvenile	482
	22,837

Central reference:	
Adult	17,948
Juvenile	256
	18,204

<u>ADDITIONS</u>		<u>WITHDRAWALS</u>		<u>GAIN</u>	<u>LOSS</u>
Central:		Central:			
Adult	3,545	Adult	1,847	1,698	
Juvenile	783	Juv.	208	575	
Schools	403	Sch.	252	151	
Carnegie Br.	1,296	C.B.	688	608	
Wash. P.Br.	1,473	W.P.	505	968	
So.P.Br.		S.P.	429		429
Wyatt P.Br.			270		270
	7,500		4,199	4,000	699

Net gain 3,301

Purchases	6,761
Gifts	584
Bindery	155
	7,500

SUMMARY OF CIRCULATION
1937 - - 1938

General works	642
Philosophy	3,789
Religion	3,146
Sociology	6,641
Fairy tales	11,534
Philology	12,549
Natural science	7,540
Useful arts	11,898
Fine arts	11,931
Literature	12,372
History	8,249
Geography and travel	9,284
Biography	8,640
Fiction	275,047
Pay copies	10,163
Magazines	4,595
	398,020

Pictures	1,918
Pamphlets	76

Central	
Adult	163,157
Juvenile	44,300
Carnegie Branch	65,681
Washington Park Branch	72,047
Schools	52,835
	398,020

Net gain over 1936-37	12,746
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Circulation per capita	4.918
Cost per capita	\$.5868
Circulation cost per book	\$.1193

Number of borrowers registered:		
Central		14,434
Adult	11,270	
Juvenile	3,164	
Carnegie Br.		3,248
Washington Park Br.		2,960
	Total	20,642

Loss in borrowers	611
Percent of loss	2.96%
Percent of population registered	25.5%

Number of volumes per capita	1.66
Number of volumes per registered borrower	6.51

LIBRARY STATISTICS ACCORDING TO
Form suggested by
American Library Association .

St. Joseph Public Library, St. Joseph, Missouri.

Annual report for year ending April 30, 1938.

Population: 1930 census	80,935
Free for lending and reference	
Total number of agencies	28
Central library	1
Branches	2
Stations	12
School collections	13
Days open per year	359
Hours per week for lending	72
Hours per week for reading	76
Total number on staff	25

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Volumes at beginning of year	105,887	25,243	131,130
Volumes added by purchase			6,761
Volumes added by gift or exchange			427
Volumes added by government depository			157
Volumes added by binding			155
Volumes lost and discarded			4,199
Total number of volumes at end of year			<u>134,431</u>

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Volumes fic. lent for home use	186,562	98,648	285,210
Total no. vols. " " " "	243,488	154,532	398,020
Borrowers registered during the year			7,188
Total number of registered borrowers			20,642

Receipts

City apportionment		\$45,000.00
Pay duplicate collection		528.20
Magazine and non-fiction rental		25.24
Fines		1,316.21
Miscellaneous collections		372.53
Forward in hands of treasurer		179.10
Forward in hands of librarian		75.00
Total		<u>\$47,496.28</u>
	Overdrawn	.05
		<u>\$47,496.33</u>

Expenditures

Books		\$10,387.32
Periodicals		634.35
Binding		2,165.05
Central building expense		1,371.50
Salaries: Staff		26,033.39
Janitors		1,680.00
Repairs and equipment		2,389.91
Heat		369.89
Insurance		8.00
Light		405.85
Other maintenance		2,051.12
		<u>\$47,496.33</u>

REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1937-1938

Total Volumes In Library

Central

	Adult Cir.	Adult Ref.	Juv. Cir.	Juv. Ref.	Schools	Total Adult	Total Juv.	Total
Fiction	14851	14	4379		3183	14865	7562	22427
000	667	1158	14	137		1825	151	1976
050	64	9572	96	43		9636	139	9775
100	1712	93	39		1	1805	40	1845
200	2493	250	107		59	2743	166	2909
300	8488	2709	777	15	459	11197	1251	12448
400	205	153	258	1	180	358	439	797
500	2184	729	481	11	239	2913	731	3644
600	8245	773	339	2	121	9018	462	9480
700	3787	314	534	1	100	4101	635	4736
800	6684	535	458	13	194	7219	665	7884
910	2988	280	526	9	267	3268	802	4070
920	4049	429	413	9	239	4478	661	5139
900	4160	363	450	15	247	4523	712	5235
Newspapers		576				576		576
Pct. Bks.			18		3		21	21
Unclassed	6					6		6
Total	60583	17948	8889	256	5292	78531	14437	92968

Total Volumes In Library

Total Volumes In Library

Adult	78531
Juvenile	14437
C. B.	16565
W. P.	16267
Wyatt Park	5482
South Park	2746
Hospitals	403
Total	<u>134431</u>

Total Volumes:

Adult	108171
Juvenile	26260

Total Reference:

Adult	22355
Juvenile	482

Total Volumes By Class:

Fict.	39908
000	2511
050	13161
100	2389
200	3648
300	15138
400	1397
500	4820
600	13026
700	6439
800	11087
910	5785
920	7129
900	7252
News.	576
Polish	115
Pct. Bks.	44
Unclass.	6
Total	<u>134431</u>

Total Volumes In Library

Branches

	Carnegie Branch					Washington Park				
	Adult		Juvenile		Total	Adult		Juvenile		Total
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Fict.	3904		2109		6013	4252		2113		6365
000	57	118	1	23	199	37	178	2	26	243
050	3	1646	7	110	1766	93	1299	16	11	1419
100	203	3	8		214	201	3	12		216
200	231	10	49		290	267	25	54		346
300	621	91	474		1186	531	133	335		999
400	43	18	243		304	32	11	211		254
500	232	24	231	3	490	241	28	191	2	462
600	1189	19	191		1399	1582	24	181		1787
700	454	10	222	3	689	424	8	197		629
800	1025	68	162	3	1258	1085	92	156	1	1334
910	473	64	247		784	341	30	241		612
920	596	33	211	1	841	538	26	233	3	800
900	633	160	213	3	1009	583	26	185		794
Pct. Bks.			8		8			7		7
Polish	115				115					
Total	9779	2264	4376	146	16565	10207	1883	4134	43	16267

Total Volumes In Library

Branches

	Wyatt Park				Total	South Park				Total	Hospitals		
	Adult		Juv.			Adult		Juv.			Adult	Juv.	Total
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.		Cir.	Cir.	Total
Fict.	1991		1146		3137	1043		593		1636	292	38	330
000	3	38	11	25	77	2	3		11	16			
050	36	82	17		135		49	17		66			
100	74		4		78	31		1		32	4		4
200	52	3	23		78	13	2	9		24	1		1
300	136	35	188	1	360	44	12	83		139		6	6
400	4	6	20		30	3	1	6		10		2	2
500	71		83		154	41		25		66	2	2	4
600	155	1	70		226	58		39		97	36	1	37
700	152	1	106		259	53		69		122	1	3	4
800	310	9	76		395	156	6	45		207	7	2	9
910	98	1	99		198	59	3	57		119	2		2
920	135	4	76		215	77	3	51		131	3		3
900	63	1	73		137	38		38		76	1		1
Pot. Bks.			3		3			5		5			
Total	3280	181	1995	26	5482	1618	79	1038	11	2746	349	54	403

Additions and Withdrawals

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals

Fict.	1444	1510	434	131	287	166
000	96	5	23	4		
050	137	19	2			
100	107	12	4			
200	90	9	1			1
300	394	52	42	22	39	40
400	22	3	94	21	26	21
500	101	37	16	6	16	6
600	348	60	30	1	6	3
700	198	20	43	8	1	
800	166	35	18	4	2	3
910	151	42	32	3	7	6
920	166	20	14	2	2	2
900	114	23	30	6	17	4
News.	11					
Pct. Bks.						
Total	3545	1847	783	208	403	252

Additions:

Adult	3545
Juvenile	783
Schools	403
C. B.	1296
W. P.	1473
Wy. P.	
S. P.	
Hosp.	
Total	<u>7500</u>

Total additions:

Adult	5164
Juvenile	2336

Total withdrawals:

Adult	2880
Juvenile	1319

Withdrawals:

Adult	1847
Juvenile	208
Schools	252
C. B.	688
W. P.	505
Wy. P.	429
S. P.	270
Hosp.	
Total	<u>4199</u>

Purchase

Gifts	6761
Bindery	584
Total	<u>155</u>
	7500

Adult gain	1698
Juvenile gain	575
Schools gain	151
C. B. gain	608
W. P. gain	968
Wy. P. loss	429
S. P. loss	270

Additions and Withdrawals

Branches

	Carnegie Branch				Washington Park			
	Adult Add.	With.	Juvenile Add.	With.	Adult Add.	With.	Juvenile Add.	With.
Fict.	526	263	321	199	595	292	384	131
000	25	47	1		4		1	
050	11	1			11			
100	13	2	1		10		1	
200	2	8	2	4	4	1	1	1
300	30	5	34	46	29		38	19
400	6		48	29	4	1	147	17
500	9	2	6	6	7		10	7
600	52	8	23	4	61		19	1
700	25	2	21	13	22	2	11	9
800	50	6	16	10	40	1	11	7
910	12	2	10	9	12	1	12	6
920	22	1	9	6	20	1	4	1
900	7	5	14	8	10		5	7
Polish		2						
Pct. Bks.								
Total	790	354	506	334	829	299	644	206

Additions and Withdrawals

Branches

	Wyatt Park				South Park			
	Adult		Juvenile		Adult		Juvenile	
	Add.	With.	Add.	With.	Add.	With.	Add.	With.
Fict.		235		113		138		80
000								13
050								
100						1		
200								
300				11				12
400				24				6
500		1		5				2
600		1		4		2		3
700		1		16		1		3
800				3				3
910				11				5
920				1				
900				3				1
Total		238		191		142		128

Gifts

Alex, Morris	2
American Chemical Society	1
American Historical Association	1
American society of Mechanical Engineers	1
Anonymous	89
Associated Business Papers, Inc.	1
Blashfield, Grace Hall	1
B'nai B'rith	2
Bode, George, Jr.	1
Bragg, Miss Katie	1
Breckenridge, James Malcolm	1
Buhl Foundation	1
Carnegie Endowment for International Peace	28
Carnegie Hero Fund Commission	2
Consumers' Cooperative Association, Kansas City	1
Craig, Mrs.	16
Crouse, Emmett J.	1
Cushman, Jerry	13
Daughters of the American Revolution	21
Dominick, Mabel A.	1
Duke Endowment	1
Dun & Bradstreet	1
Finley, Miss Vita	1
Government	157
Haley, Jack	6
Helsley, Mrs. Ben	38
Hinze, Alice	1
Hinze, Ruth	18
Hoff, G. W.	1
Humboldt School	1
Illinois State Historical Society	1
Institute of American Genealogy	1
James, Mrs. W. K.	1
Johnson, Mrs. Frank	1
Johnson, Mrs. J. J.	1
Justice, W. P.	32
Knowles, Miss Julia	2
Kranitz, Louis	1
Kubler, George A.	1
Lee, Miss P. C.	1
Macdonald-Dugger-Duncan Unit, No. 11	1
McGraw-Hill Book Co.	1
McMurtrie, Mrs. H. R.	15
McNeil, Mrs. Mary Sherwood	9
Marolf, P. H.	2
Michigan State Board of Agriculture	1
Missouri, State of	5
Missouri University	1
Moore, Margaret	2
Morton, Dr. Daniel	2
Moseley, Miss	1
Moss, Mrs. J. B.	1
National Academy of Sciences	1
National Council of American Shipbuilders	1
New York Stock Exchange	2
Orr, Mrs. W. B.	3
Pitluck, Mrs.	10

Gifts (Con't)

Ralston Purina Co.	3
Ramsey, Margaret A.	1
Rand, McNally & Co.	1
Roberts, Miss Jessie	33
Rockefeller, Mrs. John D., Jr.	1
Rosicrucian Foundation	2
St. Clair, R. J.	1
St. Joseph Life Underwriters Association	2
Selecman, Gertrude	1
Sigrist, Mrs.	1
Talcott, J. F.	1
Thomas, Elta	1
Tomkins, William	1
Viscose Company	1
Warrensburg Library	2
Weakley, Mrs. Jeannette L.	10
Who's Who In Colored America Corporation	2
Wilbur, Ray L. & Hyde, Arthur M.	1
Williams, Mrs. Leone	3
Wood, Robert F.	1
Wyeth, W. M.	5
Total	584

Bindery

2925
143

Books rebound
Periodicals bound