

ST. JOSEPH PUBLIC LIBRARY

St. Joseph
Mo.

A N N A L R E P O R T

May 1, 1941

thru

April 30, 1942

FINANCIAL STATEMENT
1941 - - - 1942

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	\$44,000.00
Library collections	<u>2,497.52</u>
Total	\$46,497.52

Expenditures

Books	\$9,360.10
Periodicals	744.03
Binding	1,685.29
Salaries	27,470.54
Rent	1,285.76
Heat	308.33
Janitor service	2,460.00
Printing & stationery	141.25
Telephone	216.24
Electricity	504.56
Library of Congress cards & Wilson cards	191.42
Insurance	398.80
Repairs & equipment	212.76
Supplies	748.82
Water	26.68
Miscellaneous	155.11
Incidental expenses	334.77
Balance in hands of treasurer	178.00
Balance in hands of librarian	<u>75.00</u>
Total	\$46,497.46
Balance at City Hall	<u>.06</u>
	\$46,497.52

GENERAL ACCOUNT
1941 - 1942

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Receipts

City apportionment

\$44,000.00

Expenditures by City Treasurer's Warrants

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Park Branch</u>	<u>Total</u>
Books	\$5,647.13	\$1,007.61	\$1,393.15	\$8,047.89
Periodicals	94.18	60.65	52.15	206.98
Binding	1,685.29			1,685.29
Salaries	22,194.29	2,531.65	2,744.60	27,470.54
Rent	1,285.76			1,285.76
Heat		135.21	173.12	308.33
Janitor service	300.00	1,080.00	1,080.00	2,460.00
Printing & stationery	141.25			141.25
Telephone	138.24	39.00	39.00	216.24
Electricity	504.56			504.56
Printed catalog cards	191.42			191.42
Insurance	246.50	78.80	73.50	398.80
Repairs	25.03	66.53	39.05	130.61
Equipment	59.00	19.25	3.90	82.15
Supplies	732.57		16.25	748.82
Water service		13.20	13.48	26.68
Miscellaneous	66.62	14.00	14.00	94.62
	<u>\$33,311.84</u>	<u>\$5,045.90</u>	<u>\$5,642.20</u>	<u>\$43,999.94</u>
		Balance at City Hall		<u>.06</u>
				\$44,000.00

SPECIAL FUND ACCOUNT

1941 - - - 1942

Receipts

Petty cash in hands of librarian April 15, 1941	\$75.00
Brought forward in hands of treasurer April 15, 1941	181.30
Received from duplicate collection	369.60
Received from penalties	1,555.20
Received from miscellaneous	316.42
	\$2,497.52

Expenditures

By librarian	
Freight, express & transportation	\$30.94
Books and periodicals	115.16
Postage	51.24
Contingent Fund	54.00
Miscellaneous	83.43
By treasurer	
Checks nos. 327-368 less \$334.77	
incidental expenses	\$1,909.75
Balance in hands of treasurer April 15, 1942	178.00
Petty cash in hands of librarian April 15, 1942	75.00
	\$2,497.52

SUMMARY OF TOTAL VOLUMES IN THE LIBRARY
1941 * * * * * 1942

Central and the Branch Libraries

Central		99,700
Adult	8,330	
Juvenile	16,370	
Carnegie Branch		17,251
Washington Park Br.		18,864
South Park Branch		2,069
Wyatt Park Branch		<u>4,448</u>

Total 142,332

Total volumes:		
Adult		114,867
Juvenile		<u>27,465</u>
	Total	<u>142,332</u>

Total references:	Central reference:		
Adult 23,802	Adult		19,313
Juvenile <u>520</u>	Juvenile		<u>294</u>
24,322			19,607

<u>ADDITIONS</u>	<u>WITHDRAWALS</u>	<u>GAIN</u>	<u>LOSS</u>
Central:	Central:		
Adult 2,646	Adult 2,048	598	
Juvenile 672	Juvenile 321	351	
Schools 369	Schools 325	44	
Carnegie Br. 764	Carnegie 701	63	
Wash. P. Br. 1,103	Wash. P. Br. 752	351	
Wyatt P. Br.	Wyatt P. Br. 198		198
So. Park Br.	So. P. Br. 129		<u>129</u>
<u>5,554</u>	<u>4,474</u>	1,407	327

Net gain 1,080

ADDITIONS: Adult	3,887	Juvenile	1,667
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Purchases	5,102
Gifts	286
Bindery	<u>166</u>
	5,554

LIBRARY STATISTICS ACCORDING
to
Form suggested by the
American Library Association

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

Annual report for year ending April 30, 1942.

Population: 1940 census 75,711

Free for lending and reference

Total number of agencies: 32

Central Library 1

Branches 2

Stations 16

School collections 13

Days open per year 359

Hours per week for lending 72

Hours per week for reading 76

Total number on staff 26

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Volumes at beginning of year	113,821	27,431	141,252
Volumes added by purchase			5,102
Volumes added by gift or exchange			111
Volumes added by government depository			175
Volumes added by binding			166
Volumes lost and discarded			4,474
Total number of volumes at the end of year			142,332

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Volumes fic. lent for home use	194,278	96,747	291,025
Total number of volumes	249,883	149,515	399,398
Borrowers registered during the year			6,220
Total number of registered borrowers			20,465

Receipts

City apportionment	\$44,000.00
Pay duplicate collection	369.60
Fines	1,555.20
Miscellaneous collections	316.42
Forward in hands of treasurer	181.30
Forward in hands of librarian	75.00

Total \$46,497.52

Expenditures

Books	\$9,360.10
Periodicals	744.03
Binding	1,685.29
Central building expense	1,285.76
Salaries: Staff	27,470.54
Janitors	2,460.00
Repairs and equipment	212.76
Heat	308.33
Insurance	398.80
Light	504.56
Other maintenance	2,067.35

Total \$46,497.52

SUMMARY OF CIRCULATION
1941 - - 1942

General works	476
Philosophy	2,574
Religion	2,926
Sociology	5,614
Fairy tales	8,806
Philology	13,978
Natural science	6,828
Useful arts	11,822
Fine arts	12,063
Literature	8,714
History	7,609
Geography and travel	7,030
Biography	8,032
Fiction	291,025
Pay copies	7,205
Magazines	4,696

Total 399,398

Pictures	925
Pamphlets	19

Central:	
Adult	164,827
Juvenile	40,829
Schools	61,275
Carnegie Branch	62,684
Washington Park Branch	69,783

Total 399,398

Net loss over 1940 - 1941 41,557

Circulation per capita	5.275
Cost per capita	\$.6141
Circulation cost per book	\$.1164

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Number of borrowers registered:	
Central:	
Adult	11,323
Juvenile	3,220
Carnegie Branch	3,105
Washington Park Br.	2,817

Total 20,465

Total adult borrowers	15,089
Total juvenile borrowers	5,376
Loss in borrowers	986
Percent of loss over 1940-41	4.6%

Percent of population registered	27.03%
Number of volumes per capita	1.879
Number of volumes per registered borrower	6.95

REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1941-1942

Total Volumes in Library

Central

	Adult Cir.	Adult Ref.	Juv. Cir.	Juv. Ref.	Schools	Total Adult	Total Juv.	Total
Fiction	15543	13	4701		3874	15556	8575	24131
000	723	1249	22	159		1972	181	2153
050	64	10121	96	43		10185	139	10324
100	1872	108	48		1	1980	49	2029
200	2608	279	124		61	2887	185	3072
300	9254	2973	835	19	440	12227	1294	13521
400	219	168	406	3	299	387	708	1095
500	2391	770	589	6	263	3161	858	4019
600	7816	851	437	2	133	8667	572	9239
700	4230	395	645	1	137	4625	783	5408
800	7043	554	461	14	186	7597	661	8258
910	3321	316	576	23	280	3637	879	4516
920	4495	516	435	9	288	5011	732	5743
900	4432	384	456	15	262	4816	733	5549
News.		616				616		616
Pet. Bks.			18		3		21	21
Unclassed	6					6		6
Total	64017	19313	9849	294	6227	83330	16370	99700

Total Volumes in Library

Total Volumes in Library:

Adult	83330
Juvenile	16370
C. B.	17251
W. P.	18864
Wyatt Park	4448
South Park	2069
Total	<u>142332</u>

Total Volumes:

Adult	114867
Juvenile	27465

Total Reference:

Adult	23802
Juvenile	520

Total Volumes by Class:

Fict.	42052
000	2642
050	13787
100	2591
200	3821
300	16212
400	1666
500	5209
600	12943
700	7275
800	11622
910	6266
920	7847
900	7627
News.	616
Polish	106
Pct. Bks.	44
Unclassed	<u>6</u>
Total	142332

Total Volumes in Library

Branches

	Carnegie Branch					Washington Park				
	Adult		Juvenile		Total	Adult		Juvenile		Total
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Fict.	4487		1983		6470	5748		2369		8117
000	54	106	2	29	191	48	143	3	36	230
050	3	1685	7	110	1805	93	1340	13	11	1457
100	193	2	9		204	235	3	12		250
200	239	10	51		300	269	25	54		348
300	664	93	409		1166	609	147	323		1079
400	31	18	231	1	281	37	11	223		271
500	237	25	228	2	492	261	24	210	2	497
600	1225	18	189		1432	1714	26	229		1969
700	514	12	225	2	753	528	9	247		784
800	1120	70	151	3	1344	1188	101	147	1	1437
910	489	65	214		768	387	33	267		687
920	638	36	224	1	899	598	28	248	3	877
900	664	166	202	2	1034	618	33	200		851
Pct. Bks.			6		6			10		10
Polish	106				106					
Total	10664	2306	4131	150	17251	12333	1923	4555	55	18864

Total Volumes in Library

Branches

	Wyatt Park				Total	South Park				Total
	Adult		Juvenile			Adult		Juvenile		
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Fict.	1506		774		2280	710		344		1054
000	3	38		11	52	2	3		11	16
050	36	82	17		135		49	17		66
100	73		3		76	31		1		32
200	52	3	22		77	13	2	9		24
300	136	35	160	1	332	44	12	58		114
400	3	6	3		12	3	1	3		7
500	71		70		141	40		20		60
600	148	1	64		213	54		36		90
700	146	1	80		227	52		51		103
800	307	9	66		382	155	6	40		201
910	98	1	87		186	58	3	48		109
920	134	4	70		208	77	3	40		120
900	61	1	63		125	38		30		68
Pet. Bks.			2		2			5		5
Total	2774	181	1481	12	4448	1277	79	792	11	2069

Additions and Withdrawals

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals

Fict.	1068	1138	368	164	251	222
000	75	13	3			
050	116	1				
100	36	10	1			
200	62	9	7	1		1
300	283	48	35	29	17	35
400	16	2	63	61	22	21
500	60	10	38	13	9	10
600	321	706	30	4	7	4
700	113	15	44	24	6	
800	138	24	10	6	2	2
910	88	10	36	4	13	10
920	137	21	19	5	25	5
900	123	41	18	8	17	15
News.	10					
Pet. Bks.				2		
Total	2646	2048	672	321	369	325

Additions and Withdrawals

Additions:

Adult	2646
Juvenile	672
Schools	369
C. B.	764
W. P.	1103
Wy. P.	
S. P.	

Total	5554
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Total additions:

Adult	3887
Juvenile	1667

Total withdrawals:

Adult	2841
Juvenile	1633

Withdrawals:

Adult	2048
Juvenile	321
Schools	325
C. B.	701
W. P.	752
Wy. P.	198
S. P.	129

Total	4474
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Purchase

Gifts	286
Bindery	166

Total	5554
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Adult gain	598
Juvenile gain	351
Schools gain	44
C. B. gain	63
W. P. gain	351
Wy. P. loss	198
S. P. loss	129

Additions and Withdrawals

Branches

	Carnegie Branch				Washington Park			
	Adult Add.	With.	Juvenile Add.	With.	Adult Add.	With.	Juvenile Add.	With.
Fict.	403	147	111	205	509	360	229	175
000	1	1	1	2	2	4	2	
050	9	1			8			1
100	4	5	1		8	2	1	1
200	5		3	2	1	2	4	4
300	21	24	7	29	23	7	21	30
400		5	16	48	1		43	54
500	7	2	10	24	6	3	16	15
600	30	23	6	28	30	11	17	12
700	22	10	10	24	28	3	22	17
800	19	9	3	12	18	3	9	11
910	10	5	15	48	8	3	25	16
920	11	1	4	9	13	1	15	8
990	17	3	13	27	18	3	17	6
Polish		2						
Pet. Bks.			5	5				
Total	559	238	205	463	682	402	421	350

Additions and Withdrawals

Branches

Fict.	Wyatt Park		South Park	
	Adult	Juvenile	Adult	Juvenile
	Add. With.	Add. With.	Add. With.	Add. With.
	91	72	55	52
000		14		
050				
100		1		
200				
300				8
400	1	3		
500		3		3
600	1	1	1	1
700	1	3		5
800	2			
910		2		
920	1			3
900		2		1
Total	97	101	56	73

GIFTS
1941-1942

American Legion Auxiliary	1
Anonymous	14
Author	13
Bank of America	1
Baruch, Bernard	1
Bell Telephone Co.	1
B'Nai B'rith	5
Carnegie Corporation	1
Coffee, Miss Helen	1
Daughters of American Revolution, St. Joseph Chapter	1
Emile, Sister	2
Francis Street Methodist Church	2
General Education Board	1
Government	175
Krug, Henry, Jr.	1
La Brunerie, Ferd	2
Lawlor, Miss Margaret	1
Loemis, Don	1
Meyer, Miss Birdie	1
Meyer, Rabbi Myron	2
Missouri, State of	4
Mueller, Miss Olga	1
Nelson, Miss Nora	4
Pfeiffer, G. A.	1
Publisher	33
Smiley, R. G.	2
Stockvis, Albert	1
Toole, A. W.	11
Urbanski, L. J.	1
Women's Christian Temperance Union	1
Total	286

Bindery

Books rebound	2139
Periodicals bound	166