

ST. JOSEPH PUBLIC LIBRARY

St. Joseph,
Missouri

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

May 1, 1942

thru

April 30, 1943

To whom it may concern:

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, 1943, to the best of my knowledge and belief.

I. R. Bundy, Librarian

Sworn and subscribed to before me, a Notary Public for
and in Buchanan County, State of Missouri this _____
day of _____ 1943.

GENERAL ACCOUNT
1942 - 1943

RECEIPTS

City apportionment

\$40,000.00

EXPENDITURES by City Treasurer's Warrants

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Park</u>	<u>Total</u>
Books	\$ 3,870.79	\$554.49	\$677.90	\$5,103.18
Periodicals	642.22	60.00	52.60	754.82
Binding	1,052.59			1,052.59
Salaries	21,333.90	2,367.15	2,401.81	26,102.86
Rent	1,259.37			1,259.37
Heat		219.26	229.57	448.83
Janitor	300.00	1,062.50	1,073.00	2,435.50
Printing	136.75			136.65
Telephone	138.34	39.00	39.00	216.34
Electricity	439.61			439.61
Catalog Cards	131.90			131.90
Insurance	466.90	254.06	306.45	1,027. 41
Repairs	46.70	276.77	44.85	368.32
Equipment	45.47	10.00		55.47
Supplies	343.89	19.40	18.75	382.04
Water Ser.		14.30	8.72	23.02
Sanitation Ser.		12.00	12.00	24.00
Miscellaneous	32.64	2.00	2.00	36.64
	\$30,241.07	\$4,890.93	\$4,866.65	\$39,998.65
		Balance at City Hall		1.35
				\$40,000.00

SPECIAL FUND ACCOUNT

1942 - 1943

RECEIPTS

Petty cash in hands of Librarian April 15, 1942	\$75.00
Brought forward in hands of treasurer April 15, 1942	178.00
Received from Duplicate Collection	339.75
Received from penalties	1,728.26
Received from miscellaneous	333.28
	\$2,654.29

EXPENDITURES

By Librarian

Postage	\$25.30
Contingent funds	46.00
Freight, Express, Trans.	16.37
Books and periodicals	79.54
Miscellaneous	120.87
	\$288.08

By Treasurer

Checks for books less \$288.08	
Incidental Expenses	\$1,972.49
Balance in hands of Treasurer April 15, 1943	318.72
Petty cash in hands of Librarian April 15, 1943	75.00
	\$2,654.29

FINANCIAL STATEMENT

1942 - 1943

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	\$40,000.00
Library collections	<u>2,638.43</u>
	\$42,638.43

EXPENDITURES

Books	\$ 7,076.54
Periodicals	754.82
Binding	1,052.59
Salaries	26,102.86
Rent	1,259.37
Heat	448.83
Janitor Service	2,435.50
Printing and stationery	136.75
Telephone	216.34
Electricity	439.61
Library of Congress & Wilson Cards	131.90
Insurance	1,027.41
Repairs & Equipment	423.79
Supplies	382.04
Water	23.02
Sanitation service	24.00
Miscellaneous	36.64
Incidental expenses	360.62
Balance in hands of treasurer	229.45
Balance in hands of librarian	<u>75.00</u>
	\$42,637.08
Balance remaining at City Hall	<u>1.35</u>
	\$42,638.43

SUMMARY OF TOTAL VOLUMES IN THE LIBRARY

1942 - 1943

Central and the Branch Libraries

Central:	99,984	
Adult		83,740
Juvenile		16,244
Carnegie Branch		17,110
Washington Park		18,829
Wyatt Park		4,321
South Park		1,963
	Total	142,207

Total volumes

Adult	115,062
Juvenile	27,145

Total reference	Total	142,207
	Central reference	

Adult	23,980	Adult	19,530
Juvenile	522	Juvenile	299
Total	24,502	Total	19,829

<u>ADDITIONS</u>		<u>WITHDRAWALS</u>		<u>GAIN</u>	<u>LOSS</u>
Central:		Central:			
Adult	1900	Adult	1,490	410	
Juvenile	624	Juvenile	439	185	
Schools	32	Schools	343		311
Carnegie Br.	481	Carnegie Br.	622		141
Washington Pk.	491	Washington Pk.	526		35
Wyatt Park		Wyatt Park			127
South Park		South Park			106
Total	3,528	Total	3,653	595	720
		Net Loss	125		

Additions: Adult	2,542	Juvenile	986
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Purchase	3,100
Gifts	296
Bindery	132
Total	3,528

SUMMARY OF CIRCULATION

1942 - 1943

General works	364
Philosophy	1,984
Religion	2,311
Sociology	4,975
Fairy tales	7,297
Philology	12,666
Natural sciences	5,987
Useful arts	9,895
Fine arts	9,179
Literature	6,929
History	7,332
Geography and travel	5,750
Biography	7,171
Fiction	246,467
Pay copies	6,638
Magazines	4,545

339,490

Pictures	461
Pamphlets	9

Central:

Adult	134,662
Juvenile	35,836
Carnegie Branch	55,067
Washington Park	53,583
Schools	60,342

339,490

Net loss over 1941 - 1942	59,908
Circulation per capita	4.48
Cost per capita	\$.563
Circulation cost per book	\$.12559

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Number of borrowers registered:

Central	13,162
Adult	10,172
Juvenile	2,990

Carnegie branch	2,734
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Washington Park	2,433
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Total 13,329

Loss in borrowers	2,136
Percent of loss	.116
Percent of population registered	20.24
Number of volumes per capita	1.87
Number of volumes per registered borrower	7.75

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, 1943.

Population 1940 census	75,711
Free for lending and reference	
Total number of agencies	27
Central Library	1
Branches	2
Stations	6
School collections	18
	27
Days open per year	346
Closed Sundays during Jan., Feb., Mar.	
Hours per week for lending	72
66 hours during Jan., Feb., Mar.	
Hours per week for reading	76
" " " " " "	
Total number on staff	22

	Adult	Juvenile	
Volumes at beginning of year	114,867	27,465	142,332
Volumes added by purchase			3,100
Volumes added by gift or exchange			296
Volumes added by binding			132
Volumes lost and discarded			3,653
Total number of volumes at end of year			142,207
	Adult	Juvenile	Total
Volumes fiction lent for home use	157,969	88,498	246,467
Total number of volumes lent	203,274	136,216	339,490
Borrowers registered during the year			5,193
Total number of registered borrowers			18,329

Receipts

City apportionment	\$40,000.00
Pay duplicate collection	339.00
Fines	1,713.68
Miscellaneous collections	332.75
Forward in hands of treasurer	178.00
Forward in hands of Librarian	75.00
	\$42,638.43

Expenditures

Books	\$7,076.54
Periodicals	754.82
Binding	1,052.59
Central Bldg. expense	1,259.37
Salaries Staff	26,102.86
Janitors	2,435.50
Repairs and equipment	423.79
Heat	1,027.41
Light	439.61
Other maintenance	2,064.94
	\$42,638.43

REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1942-1943

Total Volumes In Library

	Central					Total	Total	Total
	Adult Cir.	Adult Ref.	Juv. Cir.	Juv. Ref.	Schools	Adult	Juv.	
Fiction	15712	13	4790		3689	15725	8479	24204
000	683	1233	22	160		1916	182	2098
050	64	10188	96	43		10252	139	10391
100	1845	110	49		1	1955	50	2005
200	2542	279	138		57	2821	195	3016
300	9285	3048	845	20	391	12333	1256	13589
400	233	171	376	3	269	404	648	1052
500	2440	775	602	6	254	3215	862	4077
600	7925	878	458	3	131	8803	592	9395
700	4271	405	650	1	136	4676	787	5463
800	7068	560	475	14	183	7628	674	8302
910	3292	330	584	24	268	3622	876	4498
920	4465	526	454	10	285	4991	749	5740
900	4379	388	466	15	247	4767	728	5495
News.		626				626		626
Pet. Bks.			24		3		27	27
Unclassed	6					6		6
Total	64210	19530	10029	299	5916	83740	16244	99984

Total Volumes in Library

Total Volumes in Library:

Adult	83740
Juvenile	16244
C. B.	17110
W. P.	16829
Wyatt Park	4321
South Park	1963
Total	<u>142207</u>

Total Volumes:

Adult	118062
Juvenile	27145

Total Reference:

Adult	23960
Juvenile	522

Total Volumes By Class:

Fict.	41977
000	2885
050	13614
100	2537
200	3736
300	16219
400	1620
500	5246
600	13065
700	7325
800	11662
910	6222
920	7618
900	7652
News.	626
Polish	103
Pot. Ems.	50
Unclassed	6
Total	<u>142207</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.	4422		2012		6434	5813		2348		8161
000	53	106	2	30	191	48	143	3	37	231
050	3	1674	7	110	1794	94	1316	13	5	1428
100	191	2	9		202	229	3	12		244
200	219	10	52		281	263	25	52		340
300	595	96	412		1103	617	149	330	1	1097
400	31	19	245	1	296	37	12	204		253
500	215	25	230	2	472	264	24	209	2	499
600	1164	16	203		1383	1737	27	229		1993
700	506	12	228	2	748	537	9	249		795
800	1136	70	155	3	1364	1202	102	135	1	1440
910	497	64	224		785	394	33	228		655
920	640	36	222	1	899	601	28	223	3	855
900	678	166	203	2	1049	627	23	178		828
Pet. Bks.			6		6			10		10
Polish	103				103					
Total	10453	2296	4210	151	17110	12463	1894	4423	49	18829

Total Volumes In Library

Branches

	Wyatt Park					South Park				
	Adult		Juvenile		Total	Adult		Juvenile		Total
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Flot.	1458		727		2185	685		308		993
000	3	38		11	52	2	3		11	16
050	36	62	17		135		49	17		66
100	72		3		75	30		1		31
200	51	3	22		76	13	2	8		23
300	134	35	157	1	327	38	12	53		103
400	3	6	3		12	3	1	3		7
500	71		69		140	40		18		58
600	146	1	62		211	52		31		83
700	144	1	75		220	51		48		99
800	306	9	63		378	155	6	37		198
910	98	1	83		182	56	3	43		102
920	133	4	69		206	76	3	34		113
900	60	1	59		120	38		28		66
Pet. Bks.			2		2			5		5
Total	2717	161	1411	12	4321	1239	79	634	11	1963

Additions and Withdrawals

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals

Fict.	663	494	305	216	20	205
000	17	73	2	1		
050	91	24				
100	40	65	1			
200	45	111	20	6		4
300	273	167	51	40	1	50
400	17		31	61		30
500	67	13	39	26	1	10
600	236	100	40	18	1	3
700	75	24	30	25	4	5
800	84	53	18	4		1
910	61	76	23	14	2	14
920	76	96	33	13	3	6
900	145	194	23	13		15
News.	10					
Pet. Bks.			8	2		
Total	1900	1490	624	439	32	343

Additions and Withdrawals

Additions:

Adult	1900
Juvenile	624
Schools	32
C. B.	481
W. P.	491
W. P.	
S. P.	
Total	3528

Total additions:

Adult	2542
Juvenile	986

Total withdrawals:

Adult	2347
Juvenile	1306

Withdrawals:

Adult	1490
Juvenile	459
Schools	343
C. B.	622
W. P.	526
W. P.	127
S. P.	106
Total	3653

Purchase

3100

Gifts

296

Bindery

132

Total

3528

Adult gain	410
Juvenile gain	185
Schools loss	311
C. B. loss	141
W. P. loss	35
W. P. loss	127
S. P. loss	106

Additions and Withdrawals

Branches

	Carnegie Branch				Washington Park			
	Adult Add.	With.	Juvenile Add.	With.	Adult Add.	With.	Juvenile Add.	With.
Fict.	170	235	73	44	207	142	70	91
000	1	2	1				1	
050	7	18			7	30		6
100	1	3			2	8		
200	3	23	1		2	8	1	3
300	18	82	17	14	15	5	13	5
400	1		25	11	1		6	25
500	3	25	5	3	5	2	10	11
600	43	106	19	5	43	21	12	12
700	3	11	12	9	12	3	13	11
800	21	5	6	2	17	2	2	14
910	10	3	14	4	10	3	8	47
920	4	2	5	7	7	4	5	30
900	14		6	5	15	16	5	27
Polish		3						
Pct. Bks.								
Total	297	518	184	104	345	244	146	282

Additions and Withdrawals

Branches

Fict.	Wyatt Park		South Park	
	Adult	Juvenile	Adult	Juvenile
	Add.	With.	Add.	With.
000	48	47	25	38
050				
100	1		1	
200	1			1
300	2	3	6	5
400				
500		1		2
600		2	2	5
700	2	5	1	3
800	1	3		3
910		4	2	5
920	1	1	1	6
900	1	4		2
Total	57	70	38	68

GIFTS

1942-1943

American Legion Auxiliary of St. Joseph	2
Annan, R. C.	1
Anonymous	95
Author	6
Belden, W. S.	1
B'Nai B'rith	3
Brown, Douglas, Brown, Attorneys	1
Burrowes, A. V.	1
Buzard, Miss Phoebe	1
Carnegie Endowment for International Peace	4
Catholic Students' Mission Crusade	1
Daughters of the American Colonists	1
Du Pont Co.	1
Ehrlich, Mr.	6
Gibbs, Mrs. A. R.	1
Government	124
Hoover Library	1
Hunting Co.	1
Johnson, Pyke	1
Keve, Rev. C. M.	1
Kranitz, Louis	1
Krug, Henry, jr.	1
Lewis, P. Loyd	1
Lowenberg, Mrs. Leo	1
Mannschreck, S. G.	1
Metropolitan Water District of Southern California	1
Missouri, State of	1
Mueller, Miss Olga	1
National Board of Fire Underwriters	1
Nora Hundley Home	1
Publisher	18
Sheltering Arms	12
Shureliff, A. A.	1
Weakley, Mrs. L. O.	2
Total	296

Bindery

Books rebound	970
Periodicals bound	132

ANNUAL STATISTICAL REPORT
FOR WASHINGTON PARK **BRANCH OR DEPARTMENT**
May 1, 1942 through April 30, 1943

Adult Circulation:

Fiction	<u>29972</u>
Non-fiction	<u>4788</u>
Total	<u>34760</u>
Gain or Loss	<u>loss-9754</u>
Percent of fiction	<u>86</u>
No of books lost in circulation	<u>5</u>

Juvenile Circulation:

Fiction	<u>11625</u>
Non-fiction	<u>7198</u>
Total	<u>18823</u>
Percent of fiction	<u>61</u>
Gain or loss	<u>loss-6446</u>
No of books lost in circulation	<u>10</u>

Percent of total fiction	<u>77</u>
Percent of total juvenile	<u>35</u>

* * * * *

REGISTRATIONS

Cards in force May 1, 1942	<u>2817</u>
Expirations: Adult	<u>603</u>
Juvenile	<u>437</u>
Annual Fee	<u> </u>
Total	<u>1040</u>
Cards in force less expirations	<u>1777</u>

Registrations:

Adult	<u>231</u>
Juvenile	<u>181</u>
Annual Fee	<u>1</u>
Total	<u>413</u>

Re-Registrations:

<u>155</u>
<u>88</u>
<u>243</u>

Cards in force April 30, 1943:

Adult	<u>1493</u>
Juvenile	<u>940</u>

Gain or loss in registration 2433 loss-206

Gain or loss in total number of borrowers loss-384

698
 456
 42

70

Rose Daph McNeill
Librarian

ANNUAL STATISTICAL REPORT

FOR CARNEGIE BRANCH OR DEPARTMENT

May 1, 1942 through April 30, 1943

Adult Circulation:

Fiction 30,180
 NON -Fiction 3,672
 Total 33,852
 Gain or Loss Loss--6,690
 Percent of Fic. 89%
 No. of books lost in circulation 2

Juvenile Circulation:

Fiction 12,590
 Non-fiction 8,625
 Total 21,215
 Percent of fiction 59%
 Gain or Loss Loss-- 927
 No. of books lost in circulation 9
 Percent of total fiction 78%
 Percent of total juvenile 39%

REGISTRATION

Cards in force May 1, 1942 3,105
 Expirations: Adult 749
 Juvenile 383
 Annual Fee
 Total 1,132
 Cards in force less expirations 1,973

Registrations:

Adult 258
 Juvenile 210
 Annual Fee
 Total 468

Re-registrations:

190
103

293

Cards in force April 30, 1943:

Adult 1,756
 Juvenile 978

Gain or loss in registrations 2734 Loss-138

Gain or loss in total number of borrowers Loss--371

Elda Floyd

ANNUAL STATISTICAL REPORT

FOR Children's BRANCH OR DEPARTMENT

May 1, 1942 through April 30, 1943

Adult Circulation:

Fiction 97,817
 Non-fiction 36,845
 Total 134,662
~~Gain or Loss~~ 30,165
 Percent of fiction 72%
 No of books lost in circulation 60

Juvenile Circulation:

Fiction 64,243
 Non-fiction 31,935
 Total 96,178
 Percent of fiction 67%
 Gain or loss 5,926
 No of books lost in circulation 11- no trace - 14- to be paid later
 Percent of total fiction 70%
 Percent of total juvenile 41%

REGISTRATIONS

Cards in force May 1, 1942 3220

Expirations: Adult

Expirations + transfers Juvenile 1150

Annual Fee

Total

Cards in force less expirations 2070
 transfers

Registrations:

Adult

Juvenile 617

Annual Fee

Total

Re-Registrations:

Total

303

920

Cards in force April 30, 1943:

Adult

Juvenile 2990

Gain or loss in registration 172

Gain or loss in total number of borrowers 230

ANNUAL STATISTICAL REPORT

FOR Circulation ~~BRANCH~~ OR DEPARTMENT

May 1, 1942 through April 30, 1943

Adult Circulation:

Fiction 97,817NON -Fiction 36,845Total 134,662~~Gain or Loss~~ 30,165Percent of Fic. 72%No. of books lost in circulation 60

Juvenile Circulation:

Fiction 64,243Non-fiction 31,935Total 96,178Percent of fiction 67%Gain or Loss 5,926No. of books lost in circulation 25Percent of total fiction 70%Percent of total juvenile 41%

REGISTRATIONCards in force May 1, 1942 11,323Expirations: Adult 3,987Juvenile Annual Fee 15Total 4,002Cards in force less expirations 7,321

Registrations:

Adult 1,762Juvenile Annual Fee 10Total 1,772

Re-registrations:

1,084 1,084

Cards in force April 30, 1943:

Less 5 cancellations 2,851

Adult 10,172Juvenile ~~Gain or loss~~ in registrations 511~~Gain or loss~~ in total number of borrowers 1,151

1942 - 1943

Area Loss

Compared with 1941-42

Central

Area

Area

Washington D.C.

Suburb.

Notes

59,908

30,165
4,993
7,617
16,220
933

4.48

Circulation per capita

\$.563

Cost per capita

\$.12559

Circulation cost per book

1942-1943

[illegible]