

ST. JOSEPH PUBLIC LIBRARY

ST. JOSEPH
MISSOURI

ANNUAL REPORT

May 1, 1943

thru

April 30, 1944

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, 1944, to the best of my knowledge and
belief.

To whom it may concern:

I. R. Bundy, Librarian.

Sworn and subscribed to before me, a Notary Public,
for and in Buchanan County, State of Missouri this
_____ day of _____ 1944.

GENERAL ACCOUNT

1943 - 1944

RECEIPTS

City apportionment

\$40,000.00

Expenditures by City Treasurer's Warrants

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Park Br.</u>	<u>Total</u>
Books	\$5,591.04	\$799.48	\$908.96	\$7,299.48
Periodicals	661.60	63.65	54.20	799.45
Binding	752.43			752.43
Salaries	21,690.27	1,684.00	1,992.20	25,366.47
Rent	1,260.37			1,260.37
Heat		216.69	255.46	472.15
Janitor	300.00	1,065.00	960.00	2,325.00
Printing	8.00			8.00
Telephone	140.38	39.00	39.00	218.38
Electricity	437.27			437.27
Catalog Cards	165.15			165.15
Insurance	60.00			60.00
Repairs	22.20	20.60	314.21	357.01
Equipment	9.80	15.00		24.80
Supplies	216.21	12.45	48.02	276.68
Water Service		32.30	13.20	45.50
Sanitation Service		10.50	10.50	21.00
Miscellaneous	<u>121.44</u>	<u>4.00</u>	<u>5.00</u>	<u>130.44</u>
Total	\$31,436.16	\$3,962.67	\$4,600.75	\$39,999.58
		Balance at City Hall		<u>.42</u>
				\$40,000.00

SPECIAL FUND ACCOUNT

1943-1944

RECEIPTS

Petty cash in hands of Librarian April 15, 1943	\$75.00
Brought forward in hands of Treasurer April 15, 1943	318.72
Received from Duplicate Collection	367.35
Received from Penalties	1,978.35
Received from Miscellaneous	289.67
	\$3,029.09

EXPENDITURES

By Librarian

Postage	\$35.32
Contingent funds	40.00
Freight & express	5.21
Carfare	41.05
Books & periodicals	46.55
Miscellaneous	63.43
	\$231.56

By Treasurer

Checks for books, Periodicals & supplies	
less \$231.56 Incidental Expenses	\$2,256.76
Balance in hands of Treasurer April 15, 1944	465.77
Petty cash in hands of Librarian April 15, 1944	75.00
	\$3,029.09

FINANCIAL STATEMENT

1943 - 1944

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	3,029.09
	\$43,029.09

EXPENDITURES

Books	\$ 8,798.48
Periodicals	1,011.37
Binding	1,001.49
Salaries	25,366.47
Rent	1,260.37
Heat	472.15
Janitor Service	2,325.00
Printing and Stationery	8.00
Telephone Service	218.38
Electricity	437.27
Catalog Cards	165.15
Insurance	60.00
Repairs and equipment	447.21
Supplies	518.23
Water Service	45.50
Sanitation Service	21.00
Postage	35.32
Miscellaneous	296.51
Balance in hands of treasurer	465.77
Balance in hands of librarian	75.00
Balance remaining at City Hall	
	.42
	\$43,029.09

SUMMARY OF TOTAL VOLUMES IN LIBRARY

1943 - 1944

CENTRAL LIBRARY AND BRANCHES

Central Adult	83,650
Central Juvenile	15,684
Carnegie Branch	16,922
Washington Park	19,067
Wyatt Park Branch	4,142
South Park Branch	1,824
Total	<u>141,289</u>

Total Volumes			
Adult		114,827	
Juvenile		26,462	
Total		<u>141,289</u>	

Total Reference Volumes		Central Reference	
Adult	24,251	Adult	19,780
Juvenile	523	Juvenile	297
Total	<u>24,774</u>	Total	<u>20,077</u>

<u>ADDITIONS</u>		<u>WITHDRAWALS</u>		<u>GAIN</u>	<u>LOSS</u>
Central:		Central:			
Adult	2,520	Adult	2,610	Central Adult	90
Juvenile	695	Juvenile	1,066	" Juv.	371
Schools	421	Schools	610	Schools	189
Carnegie Br.	810	Carnegie Br.	998	C. B.	188
Wash. Park Br.	794	W. P. Br.	556	W. P. Gain	
South Park		Wyatt Park	179	238	
Wyatt Park		South Park	139	Wyatt Pk.	179
				South Park	139
Total	5,240	Total	6,158	238	<u>1,156</u>
		Net Loss	918		

Total Additions:	
Adult	3,363
Juvenile	1,877
	<u>5,240</u>

Total Withdrawals:	
Adult	3,598
Juvenile	2,560
	<u>6,158</u>

Purchase	4,871
Gifts	210
Bindery	159
	<u>5,240</u>

SUMMARY OF CIRCULATION

1943 - 1944

General Works	368
Philosophy	1,622
Religion	2,196
Sociology	4,457
Fairy Tales	6,345
Philology	12,257
Natural Sciences	5,217
Useful Arts	7,670
Fine Arts	7,623
Literature	5,526
History	8,369
Geography & Travel	5,859
Biography	6,686
Fiction	211,743
Pay copies	7,330
Magazines	3,531
	296,799

Pictures 512

Central Circulation

Adult	117,510
Juvenile	37,080
Carnegie Branch	41,335
Washington Park	43,836
Schools	57,038
	296,799

Net Loss over 1942-1943	42,691
Circulation per capita	3.92
Cost per capita	\$.5683
Circulation cost per book	\$.14497

* * * * *

Number of borrowers registered:

Central Adult	8,823	
Juvenile	3,091	
	11,914	11,914
Carnegie Branch		2,286
Washington Park		2,121
		16,321
Loss of borrowers		2,008
Percent of loss		12.3%
Percent of population registered		.2155
Number of volumes per capita		1.86
Number of volumes per registered borrower		8.65

Total

LIBRARY STATISTICS ACCORDING
to

Form suggested by the
AMERICAN LIBRARY ASSOCIATION

St. Joseph Public Library
St. Joseph, Missouri.

Population 1940 Census			75,711
Free for lending and reference			
Total number of agencies			24
Central Library	1		
Branches	2		
Stations	9		
School collections	12		
	24		
Days open per year	Closed Sundays and six holidays		307
Hours per week for lending			72
Hours per week for reading			72
Total number on staff			21
	Adult	Juvenile	Total
Volumes at beginning of year	115,062	27,145	142,207
Volumes added by purchase			4,871
Volumes added by gift or exchange			210
Volumes added by binding			159
Volumes lost and discarded			6,158
	Total number of volumes at end of year		141,289
	Adult	Juvenile	
Volumes of fiction lent for home use	136,673	82,500	219,073
Total number of volumes lent	169,313	127,486	296,799
Borrowers registered during the year			5,060
Total number of registered borrowers			16,321

RECEIPTS

City apportionment	\$40,000.00
Pay duplicate collection	367.35
Fines	1,978.35
Miscellaneous collections	289.67
Forward in hands of Treasurer	318.72
Forward in hands of Librarian	75.00
	<u>\$43,029.09</u>

EXPENDITURES

Books	\$8,798.48
Periodicals	1,011.37
Binding	1,001.49
Central Building Expenses	1,260.37
Salaries Staff	25,366.47
Janitors	2,325.00
Repairs and equipment	447.21
Heat	472.15
Light	437.27
Other Maintenance	1,368.09
Balance on hand at end of fiscal year	541.19
	<u>\$43,029.09</u>

REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1943-1944

Total Volumes In Library

Central

	Adult Cir.	Adult Ref.	Juv. Cir.	Juv. Ref.	Schools	Total Adult	Total Juv.	Total
Fiction	15462	13	4392		3583	15475	7975	23450
000	572	1206	23	158		1778	181	1959
050	62	10298	96	43		10358	139	10497
100	1837	112	48		1	1949	49	1998
200	2578	286	135		46	2864	161	3045
300	8780	3147	809	21	347	11927	1177	15104
400	242	176	435	3	271	418	709	1127
500	2450	763	601	5	253	3213	859	4072
600	7923	901	480	3	140	8824	623	9447
700	4313	414	638	1	127	4727	764	5491
800	7148	564	467	14	177	7712	658	8370
910	3335	336	596	24	265	3671	885	4556
920	4542	530	464	10	290	5072	754	5826
900	4620	400	472	15	224	5020	711	5731
News.		636				636		636
Pet. Bks.			16		5		19	19
Unclassed	6					6		6
Total	63870	19780	9680	297	5727	83650	15684	99334

Total Volumes in Library

Total Volumes in Library:

Adult	83650
Juvenile	15684
C. B.	16922
W. P.	19067
Wyatt Park	4142
South Park	1824
Total	141289

Total Volumes:

Adult	114827
Juvenile	26462

Total Reference:

Adult	24251
Juvenile	525

Total Volumes by Class:

Pict.	40829
000	2446
050	13939
100	2555
200	3768
300	15731
400	1697
500	5235
600	13175
700	7365
800	11753
910	6278
920	7920
900	7831
News.	636
Polish	95
Pet. Bks.	40
Unclassed	6
Total	141289

Total Volumes in Library

Branches

	Carnegie Branch				Washington Park			
	Adult		Juvenile		Adult		Juvenile	
	Cir.	Ref.	Cir.	Ref.	Cir.	Ref.	Cir.	Ref.
Pict.	4219		1958		6184	5824	2454	8278
000	51	101	2	51	185	48	5	39
050	3	1084	7	110	1804	94	13	5
100	191	8	10		203	232	13	
200	225	9	50		282	264	55	
300	612	98	395		1105	632	332	1
400	34	19	262	1	316	40	184	
500	216	25	226	2	469	271	206	2
600	1177	16	214		1407	1769	236	
700	504	12	229	2	747	548	244	
800	1140	70	147	3	1360	1210	135	1
910	492	64	222		778	402	226	
920	648	35	223	1	908	612	227	3
900	708	166	199	2	1075	657	163	
Pet. Bks.			4		4		10	
Polish	95				95			
Total	10315	2302	4155	152	16922	12603	4501	51

19067

Total Volumes in Library

Branches

Wyatt Park

South Park

	Adult		Juvenile		Total	Adult		Juvenile		Total
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Pict.	1366		670		2036	621		260		881
000	3	38		11	52	2	3		11	16
050	36	61	17		134		49	17		66
100	72		3		75	30		1		31
200	51	3	22		76	13	2	6		21
300	131	35	145	1	312	35	12	45		92
400	3	5	3		11	3		3		6
500	71		65		136	39		18		57
600	149	1	59		209	51		30		81
700	144	1	73		218	50		48		98
800	306	9	63		378	155	6	34		195
910	98	1	81		180	56	3	43		102
920	132	4	68		204	76	3	33		112
900	60	1	59		120	38		24		62
Pet. Bks.			2		2			5		5
Total	2621	179	1330	12	4142	1169	78	566	11	1824

Additions and Withdrawals

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals

Flot.	1080	1310	317	715	270	376
000	22	180	3	4		
050	112	6				
100	44	50		1		
200	71	25	7	10		11
300	305	711	42	77	26	70
400	21	7	131	72	47	45
500	48	50	28	30	17	18
600	225	204	39	17	19	10
700	67	16	27	41	3	12
800	119	35	20	28	1	9
910	63	14	32	20	12	15
920	95	14	16	16	14	9
900	258	5	33	27	12	35
News.	10					
Pet. Eks.				8		
Total	2520	2610	695	1066	421	610

Additions and Withdrawals

Additions:

Adult	2520
Juvenile	695
Schools	421
C. B.	810
W. P.	794
Wy. P.	
S. P.	

Total	5240
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Total additions:

Adult	3353
Juvenile	1877

Total withdrawals:

Adult	3598
Juvenile	2560

Withdrawals:

Adult	2610
Juvenile	1066
Schools	610
C. B.	998
W. P.	556
Wy. P.	179
S. P.	139

Total	6158
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Purchase	4871
Gifts	210
Bindery	159
Total	5240

Adult loss	98
Juvenile loss	371
Schools loss	139
C. B. loss	189
W. P. gain	238
Wy. P. loss	179
S. P. loss	139

Additions and Withdrawals

Branches

Fict.	Carnegie Branch				Washington Park			
	Adult Add.	With.	Juvenile Add.	With.	Adult Add.	With.	Juvenile Add.	With.
	267	470	164	211	257	346	228	122
000	2	9	2	1	1		2	
050	11	1			10			
100	2	2	1		3		1	
200	4	1	2	4	2	1	3	
300	24	5	51	68	20	2	22	20
400	3		80	63	4		37	57
500	7	6	14	18	6	1	11	14
600	34	21	26	15	33	1	20	13
700	8	10	18	17	12	1	12	17
800	10	6	2	10	16	6	7	7
910	7	12	6	8	11	2	8	10
920	12	4	10	9	13	2	18	14
900	31	1	9	13	31	1	4	19
Polish		8						
Pet. Books			3	5				
Total	422	556	368	442	421	363	373	293

Additions and Withdrawals

Branches

Fict.	Wyatt Park		South Park	
	Adult	Juvenile	Adult	Juvenile
	Add.	With.	Add.	With.
	92	57	64	48
000				
050	1			
100				
200				2
300	3	12	3	7
400	1		1	
500		4	1	2
600		3	1	1
700		2	1	
800				3
910		2		
920	1	1		1
900				4
Total	96	81	71	68

Girts

1943-1944

Anonymous	10
Achison, Topeka, & Santa Fe Railway	1
Author	7
Bazakoff, D.	1
Bell, Miss Ruth	1
Bell, Mrs. S.	1
Book of Month Club	1
Carnegie Endowment for International Peace	1
Daughters of the American Colonists, Rebecca Lodge	
Chapter	1
Follett Publishing Co.	1
General Electric Co.	1
Government	27
Hageman, Mrs. E.	9
Hedgpeth, Mrs. T. H.	2
Holy Name Society	1
Jacobs, Walter	1
Krug, Henry, jr.	3
La Brunerie, F. W.	4
Loving, Mr. & Mrs. A. L.	10
Missouri, State of	2
Norris, Mrs. W. B.	5
Procter & Gamble	1
Publisher	25
Ray, Miss Esther	8
Selecman, Miss Gertrude	1
Smithsonian Institution	1
Stucki, Martha	1
Tax Foundation	1
Toole, A. W.	1
Townsend Club	2
Weigel, Robert	1
Total	210

Bindery

Books rebound	1111
Periodicals bound	159

1943 - 1944

compared
with 1942-43

Gain

Loss

Central
Admstr

17152

Juvenile

1244

Cheney Bk.

13732

Washington Bk.

9747

Schools

3304

1244

Total

43935

Net Loss

42691

Circulation per capita

3.92

Cost per capita

\$.5683

\$.14497

Circulation cost per book \$.14497

ANNUAL STATISTICAL REPORT

For Circulation Branch or Dept.

May 1, 1943 through April 30, 1944.

Adult Circulation:

Fiction 84,410Non-fiction 33,100Total 117,510Gain or Loss 17,152

Percent of Fiction _____

Number of books lost in circulation _____

Juvenile Circulation:

Fiction 62,488Non-fiction 21,630Total 94,118Gain or Loss 2,060Percent of Fiction 66%Number of books lost in circulation 24 -Percent of total fiction 69%Percent of total juvenile 45%

* * * * *

REGISTRATIONCards in force May 1, 1943 10,172Expirations: Adult 3,972

Juvenile _____

Annual Fee 10Total 3982Cards in force less expirations 6,190

Registrations:

Adult 1627

Juvenile _____

Annual Fee 10Total 1637

Re-registrations:

1009

1009 Total 2646

Cards in force April 30, 1944:

Adult 8,823

Juvenile _____

Cancellations 13
2,633~~Gain~~ or Loss in registration 210~~Gain~~ or Loss in total number of borrowers 1,349

Books lost in circulation 78

ANNUAL STATISTICAL REPORT

For _____ Branch or Dept.

May 1, 1943 through April 30, 1944.

Adult Circulation:

_____ Fiction
_____ Non-fiction
_____ Total
_____ Gain or Loss
_____ Percent of Fiction

_____ Number of books lost in circulation

Juvenile Circulation:

_____ Fiction
_____ Non-fiction
_____ Total
_____ Gain or Loss
_____ Percent of Fiction

_____ Number of books lost in circulation

_____ Percent of total fiction
_____ Percent of total juvenile

REGISTRATION

_____ Cards in force May 1, 1943
_____ Expirations: Adult
_____ Juvenile
_____ Annual Fee
_____ Total

_____ Cards in force less expirations

Registrations: _____ Re-registrations: _____

_____ Adult
_____ Juvenile
_____ Annual Fee
_____ Total

_____ Cards in force April 30, 1944:

_____ Adult
_____ Juvenile

_____ Gain or loss in registration

_____ Gain or loss in total number of borrowers

ANNUAL STATISTICAL REPORT

For Children's Branch or Dept.

May 1, 1943 through April 30, 1944

Adult Circulation:

Fiction 84,410

Non-Fic. 33,100

Total 117,510

Gain or Loss 17,152

No. of books lost in circulation _____

Juvenile Circulation:

Fiction 62,488

Non-Fic. 21,630

Total 94,118

Gain or Loss 2,060

Percent of Fic. 66%

No. of books lost in circulation 34

Reported lost
not paid - 3

Percent of total fiction 69%

Percent of total juvenile 45%

REGISTRATION

Cards in force May 1, 1943 2,990

Expirations: Adult _____

Expirations + transfers Juvenile 1,083

Annual fee _____

Total _____

Cards in force less expirations
transfers 1,907

Registrations:

Re-registrations:

Adult _____

Juvenile 849

Annual fee _____

Total 849

335

335

Total

1184

Cards in force April 30, 1944

Adult _____

Juvenile 3,091

GAIN or LOSS in registration 264

GAIN or LOSS in total number of borrowers 101

ANNUAL STATISTICAL REPORT

For Carnegie Branch or Dept.

May 1, 1943 through April 30, 1944.

Adult Circulation:

Fiction 21,971Non-fiction 3,306Total 25,277Gain or Loss Loss-8,575Percent of Fiction 87%Number of books lost in circulation 13 books

Juvenile Circulation:

Fiction 9,141Non-fiction 6,917Total 16,058Gain or Loss Loss-5,157Percent of Fiction 57%Number of books lost in circulation 12 booksPercent of total Fiction 75%Percent of total juvenile 39%

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REGISTRATIONCards in force May 1, 1943 2,734Expirations: Adult 708Juvenile 366Annual Fee Total 1,074Cards in force less expirations 1,660

Registrations:

Adult 207Juvenile 135Annual Fee Total 342

Re-registrations:

178106 284

Cards in force April 30, 1944:

Adult 1,433Juvenile 853Gain or Loss in registration Loss 135Gain or Loss in total number of borrowers Loss 448*Elda Floyd.*

ANNUAL STATISTICAL REPORT

For WASHINGTON PARK Branch or Dept.

May 1, 1943 through April 30, 1944.

Adult Circulation:

Fiction 22962
 Non-fiction 3564
 Total 26526
 Gain or Loss loss- 8234
 Percent of Fiction 86
 Number of books lost in circulation 4

Juvenile Circulation:

Fiction 10771
 Non-fiction 6539
 Total 17310
 Gain or Loss loss- 1513
 Percent of Fiction 62
 Number of books lost in circulation 4
 Percent of total fiction 76
 Percent of total juvenile 39

REGISTRATION

Cards in force May 1, 1943 2433
 Expirations: Adult 584
 Juvenile 331
 Annual Fee 0
 Total 915

Cards in force less expirations 1518

Registrations:

Adult 208
 Juvenile 195
 Annual fee
 Total 403

Re-registrations:

140
60

200

Cards in force April 30, 1944

Adult 1257
 Juvenile 864

Gain or Loss in registration loss- 53Gain or Loss in total number of borrowers loss- 312

Rose Dash McNeill
Librarian