

ST. JOSEPH PUBLIC LIBRARY

ST. JOSEPH

MISSOURI

ANNUAL REPORT

May 1, 1944

thru

April 30, 1945

to which it has referred.

This is to certify that the accompanying report is a true and correct record of the business of the [redacted] Public Library for the year ending April 30, 1915, to the best of my knowledge and belief.

W. B. [redacted]

W. B. [redacted]
for and on behalf of [redacted]

W. B. [redacted]
for and on behalf of [redacted]

GENERAL ACCOUNT

1944 - 1945

RECEIPTS

City apportionment

\$40,000.00

Expenditures by City Treasurer's Warrants

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Pk. Branch</u>	<u>Total</u>
Books	\$4,212.24	\$666.54	\$786.88	\$5,665.66
Periodicals	680.84	59.75	55.90	796.49
Binding	681.00			681.00
Salaries	23,318.66	1,725.90	1,700.90	26,745.46
Rent	1,307.58			1,307.58
Heat		182.39	257.95	440.34
Janitors	305.00	1,180.00	1,080.00	2,565.00
Printing	50.83			50.83
Telephone	138.59	39.00	39.00	216.59
Electricity	494.21			494.21
Catalog cards	168.13			168.13
Insurance	239.45	81.46	68.25	389.16
Repairs	30.53	64.63	58.54	153.70
Supplies	221.79	5.74		227.53
Water Service		16.46	13.20	29.66
Miscellaneous	68.66			68.66
	<u>\$31,917.51</u>	<u>\$4,021.87</u>	<u>\$4,060.62</u>	<u>\$40,000.00</u>

SPECIAL FUND ACCOUNT

1944 - 1945

RECEIPTS

Petty cash in hands of Librarian April 15, 1944	\$75.00
Brought forward in hands of Treasurer April 15, 1944	465.77
Received from book rentals	401.75
Received from penalties	2,241.57
Received from miscellaneous	330.46
	\$3,514.55

EXPENDITURES

By Librarian:

Postage	\$3.25
Contingent funds	46.00
Freight & express	10.14
Carfare	14.70
Books and periodicals	78.51
Extra work	30.90
Refunds on returned lost books	19.16
Miscellaneous	63.44
	\$266.10

By Treasurer:

Checks for books, periodicals, repairs & miscellaneous, less \$266.10 for incidental expenses	\$3,050.26
Balance in hands of Treasurer April 15, 1945	123.19
Petty cash in hands of Librarian April 15, 1945	75.00
	\$3,514.55

FINANCIAL STATEMENT

1944 - 1945

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	3,514.55
	<u>\$43,514.55</u>

EXPENDITURES

Books	\$8,411.46
Periodicals	893.99
Binding	681.00
Salaries	26,745.46
Rent	1,405.80
Heat	440.34
Janitor service	2,565.00
Printing & stationery	115.08
Telephone service	216.59
Electricity	494.21
Catalog cards	168.13
Insurance	389.16
Repairs	241.70
Supplies	227.53
Water service	29.66
Miscellaneous	103.66
Incidental expenses	187.59
Balance in hands of treasurer	123.19
Balance in hands of librarian	75.00
	<u>\$43,514.55</u>

SUMMARY OF TOTAL VOLUMES IN LIBRARY

1944 - 1945

CENTRAL LIBRARY AND BRANCHES

Central adult	82,631
Central juvenile	15,861
Carnegie Branch	16,936
Washington Park	18,931
Wyatt Park	3,973
South Park	1,734

Total	140,066
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Total volumes:

Adult	113,738
Juvenile	26,328

Total	140,066
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Total Reference Volumes:

Adult	24,179
Juvenile	473
Total	24,652

Central Reference:

Adult	19,655
Juvenile	245
Total	19,900

ADDITIONS

WITHDRAWALS

GAIN

LOSS

Central:

Adult	2,387	3,406		1,019
Juvenile	554	554		
Schools	723	546	177	

Carnegie Branch	590	576	14	
Washington Park	599	735		136
Wyatt Park		169		169
South Park		90		90
Total	4,853	6,076	191	1,414

Net loss 1,223

Total additions:

Adult	3,119
Juvenile	1,734
Total	4,853

Total withdrawn:

4,208
1,868
6,076

Purchase	4,520
Gifts	146
Bindery	187
Total	4,853

SUMMARY OF CIRCULATION

1944 - 1945

General works	248
Philosophy	1,546
Religion	2,242
Sociology	4,511
Fairy tales	6,500
Philology	12,643
Natural science	5,280
Useful arts	7,441
Fine arts	8,098
Literature	5,386
History	7,977
Travel & geography	5,491
Biography	6,559
Fiction	217,404
Pay copies	8,001
Magazines	3,514

Total	302,841
Pictures	621

Central circulation:

Adult	123,562
Juvenile	42,591
Schools	57,931
Carnegie Branch	38,206
Washington Park Branch	40,554

Total	302,841
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Net gain over 1943 - 1944	6,042
Circulation per capita	3.99
Cost per capita	.5745
Circulation cost per book	.14368

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Number of registered borrowers:

Central:		
Adult	7,962	
Juvenile	3,100	
	<u>11,062</u>	11,062
Carnegie Branch		2,032
Washington Park		1,863
		<u>14,957</u>
Total		14,957

Loss of borrowers	1,364
Per cent of loss	.0912%
Per cent of population registered	.1976%
Number of volumes per capita	1.85
Number of volumes per registered borrowers	9.364

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	8
	School collections	13
		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		19
	Adult	Juvenile
Volumes at beginning of year	114,827	26,462 141,289
Volumes added by purchase		4,520
Volumes added by gifts or exchange		146
Volumes added by binding		187
Volumes lost and discarded		6,076
Total number of volumes at end of the year		140,066
	Adult	Juvenile
Volumes of fiction lent for home use	131,531	85,873 217,404
Total number of volumes lent	171,186	131,655 302,841
Borrowers registered during the year		4,902
Total number of registered borrowers		14,957

RECEIPTS

City apportionment	\$40,000.00
Pay collection	401.75
Fines	2,241.57
Miscellaneous collections	330.46
Forward in hands of treasurer	465.77
Forward in hands of librarian	75.00
	\$43,514.55

EXPENDITURES

Books	8,411.46
Periodicals	893.99
Binding	681.00
Central building expense	1,405.80
Salaries Staff	26,745.46
Janitors	2,565.00
Repairs & equipment	241.70
Heat	440.34
Light	494.21
Insurance	389.16
Other maintenance	1,048.24
Balance on hand at end of fiscal year	198.19
	\$43,514.55

REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1944-1945

Total Volumes In Library

Central

	Adult Cir.	Adult Ref.	Juv. Cir.	Juv. Ref.	Schools	Total Adult	Total Juv.	Total
Fiction	15650	12	4504		3696	15662	8200	23862
000	560	1218	26	120		1778	146	1924
050	62	10212	98	43		10274	141	10415
100	1841	115	47			1956	47	2003
200	2609	285	144		59	2894	203	3097
300	7940	3057	821	21	362	10997	1204	12201
400	240	184	428	3	316	424	747	1171
500	2425	766	565	4	248	3191	817	4008
600	7545	908	469	3	158	8453	630	9083
700	4292	432	636		142	4724	778	5502
800	7105	571	450	13	167	7676	630	8306
910	3356	302	582	24	258	3658	864	4522
920	4585	541	456	10	280	5126	746	5872
900	4760	405	472	4	215	5165	691	5856
News.		647				647		647
Pet. Bks.			14		3		17	17
Unclassed	6					6		6
Total	62976	19655	9712	245	5904	82631	15861	98492

Total Volumes In Library

Total Volumes In Library:

Adult	82631
Juvenile	15861
C. B.	16936
W. P.	18931
Wyatt Park	3973
South Park	1734
Total	<u>140066</u>

Total Volumes:

Adult	113738
Juvenile	26328

Total Reference:

Adult	24179
Juvenile	473

Total Volumes By Class:

Fict.	40996
000	2404
050	13863
100	2546
200	3813
300	14743
400	1675
500	5153
600	12777
700	7364
800	11688
910	6253
920	8021
900	7982
News.	647
Polish	94
Pet. Bks.	41
Unclassed	<u>6</u>
Total	140066

Total Volumes In Library

Branches

	Carnegie Branch						Washington Park			
	Adult Cir.	Ref.	Juvenile Cir.	Ref.	Total	Adult Cir.	Ref.	Juvenile Cir.	Ref.	Total
Fict.	4295		1990		6285	5743		2393		8136
000	46	99	2	32	179	48	144	2	40	234
050	3	1693	7	110	1613	94	1329	7	5	1435
100	176	2	10		188	233	3	13		249
200	212	9	52		273	267	25	54		346
300	565	96	398		1059	645	153	295	1	1094
400	31	19	253	1	304	42	14	128		184
500	209	25	225	2	461	275	24	193	2	496
600	1121	16	225		1362	1784	27	237		2048
700	508	12	223	2	745	561	10	247		818
800	1146	70	143	3	1362	1214	106	139	1	1451
910	500	63	223		786	411	34	221		666
920	657	56	218	1	932	623	50	231	3	907
900	727	167	195	2	1091	672	23	159		854
Pet. Bks.			4		4			13		13
Polish	94				94					
Total	10286	2327	4168	153	16936	12612	1942	4325	62	16951

Total Volumes In Library

Branches

	Wyatt Park					South Park				
	Adult		Juvenile		Total	Adult		Juvenile		Total
	Cir.	Ref.	Cir.	Ref.		Cir.	Ref.	Cir.	Ref.	
Fict.	1294		606		1900	594		321		915
000	3	38		11	52	2	2		11	15
050	36	81	17		134		49	17		66
100	72		3		75	30		1		31
200	51	3	22		76	13	2	6		21
300	130	35	141	1	307	35	12	35		82
400	3	5	2		10	3		3		6
500	71		64		135	39		14		53
600	146	1	57		204	50		50		80
700	143	1	60		204	50		45		95
800	304	9	63		376	154	6	33		193
910	98	1	80		179	56	2	42		100
920	132	4	64		200	76	3	31		110
900	60	1	58		119	38		24		62
Pet. Bks.			2		2			5		5
Total	2543	179	1239	12	3973	1140	76	507	11	1734

Additions and Withdrawals

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals
Fict.	1081	874	289	177	439	328
000	53	53	4	39		
050	144	225	2			
100	41	34		1		1
200	62	32	15	6	17	4
300	270	1200	49	37	64	49
400	30	24	50	57	68	45
500	33	55	12	49	21	26
600	154	525	33	44	24	6
700	95	98	43	44	23	8
800	75	111	6	24	5	13
910	74	87	14	26	14	21
920	97	43	16	16	11	21
900	187	42	19	30	19	26
News.	11					
Pet. Bks.				2		
Total	2357	3406	554	554	725	546

Additions and Withdrawals

Additions:

Adult	2387
Juvenile	554
Schools	723
C. B.	590
W. P.	599
Wy. P.	
S. P.	
Total	<u>4853</u>

Total additions:

Adult	3119
Juvenile	1734

Total withdrawals:

Adult	4208
Juvenile	1868

Withdrawals:

Adult	3406
Juvenile	554
Schools	546
C. B.	576
W. P.	735
Wy. P.	169
S. P.	90
Total	<u>6076</u>

Purchase	4520
Gifts	146
Bindery	187
Total	<u>4853</u>

Adult loss	1019
Juvenile	
Schools gain	177
C. B. gain	14
W. P. loss	136
Wy. P. loss	169
S. P. loss	90

Additions and Withdrawals

Branches

	Carnegie Branch				Washington Park			
	Adult		Juvenile		Adult		Juvenile	
	Add.	With.	Add.	With.	Add.	With.	Add.	With.
Fict.	233	159	114	89	215	296	152	213
000		7	1				1	1
050	9				5	2		6
100	1	16			1			
200	4	15	2		3		3	4
300	19	68	22	19	15	1	14	51
400		3	15	24	3		4	60
500	4	11	14	15	4		6	17
600	15	71	19	8	19	4	16	15
700	17	13	16	22	14		16	13
800	10	4	2	6	10	4	3	8
910	9	2	3	2	11	2	5	10
920	34	5	5	10	38	5	10	6
900	20		2	6	21	6	9	13
Polish		1						
Pet. Bks.							3	
Total	375	375	215	201	357	318	242	417

Additions and Withdrawals

Branches

Plot.	Wyatt Park		South Park	
	Adult	Juvenile	Adult	Juvenile
	Add.	With.	Add.	With.
	72	64	27	39
000			1	
050				
100				
200				
300	1	4		11
400		1		
500		1		2
600	2	2	1	
700	1	13		5
800	2		1	1
910		1	1	1
920		4		2
900		1		
Total	78	91	31	39

Gifts

1944-1945

Anonymous	24
Automotive Council for War Production	1
Avon House	2
Baha'i Publishing Committee	1
Barbereux-Parry, Mrs. Mane	1
B'nai B'rith	2
Burns & McDonnell Engineering Co.	1
Carnegie Endowment	2
Carnegie Hero Fund Commission	1
Chicago Municipal Court	1
Darby, Miss Ada C.	1
Davis, Malvin E.	1
Eugenic Society of Northern California	1
Floyd, Miss Louise	1
Fulkerson, F. D.	3
Garland, S.	2
Goetze, Hartman	3
Goodrich, B. F., co.	1
Government	49
Hayes, Miss Rose R.	2
Hedgpeth, Mrs. T. H.	2
Hegeman, Mrs. Erma	2
Illinois, State of	1
Jewish Publication Society of America	1
Krug, Henry, Jr.	1
La Brunerie, F. W.	2
Longmans, Green & Co.	1
Meredith, Mrs. Betty	1
Meyer, Dr. Myron M.	1
Missouri, State of	5
Moore, Miss Margaret	1
Morrison, Miss Ellen	1
National Broadcasting Co.	1
National Capital Press	1
Nave, Mrs. Samuel	2
Noyes School	1
Oxford University Press	1
Philadelphia Board of Education	1
Phillip, Mr. & Mrs. Ben	2
Philosophical Publishing Co.	1
Polish Information Center	1
Proctor, Mrs. F;F.	1
Reliance Manufacturing Co.	1
Resistance Welder Manufacturers' Association	1
Rock Island Railroad	1
Rosierucian Order	1
South Bend Lathe Works	1
Stockvis, A.	1
Toole, A. W.	2
Waffle, O. G.	1
Weakley, L. O.	1
Westinghouse Air Brakes	1
Whitney, Grace	1

0120

1944-1948

Wilson & Follett Co.
Wilson Family
Wine Advisory Board
Total

1111

History

Books rebound Periodicals bound



Volumes missing in the inventory taken in 1942 and now cancelled:

CONCLUSIONS

ADDENDUM

Ref: 00000

Juvenile

Schools

01 11

100

1042

10



10

10



1997

1944- 1945

Gain Loss

Compared
with 1943-44

Central

adult 6052

juvenile 5511

Carnegie Br.

3132

Washington Pk.

3282

Schools

893

Total

12456

6414

Net Gain

6042

Circulation per capita

3.99

Cost per capita

\$.5745

Circulation cost per book

\$.14368

ANNUAL STATISTICAL REPORT
For Carnegie Branch or Department.

May 1, 1944 through April 30, 1945.

Adult Circulation:

Fiction 19,970

Non-fiction 3,028

Total 22,998

Gain or Loss Loss 2,279

Percent of Fiction 87%

Number of books lost in circulation 7 books (\$ cases)

Juvenile Circulation:

Fiction 9,042

Non-fiction 6,163

Total 15,205

Gain or Loss Loss 853

Percent of fiction 59%

Number of books lost in circulation 14 books (5 cases)

Percent of total fiction 76%

Percent of total Juvenile 40%

REGISTRATION

Cards in force May 1, 1944 2,286

Expirations: Adult 600

Juvenile 299

Annual Fee

Total 899

Cards in force less expirations 1,387

Registrations:

Adult 223

Juvenile 207

Annual Fee

Total 430

Re-registrations:

141

74

215

Cards in force April 30, 1945: 2,032

Adult 1,197

Juvenile 835

Gain or loss in registration Gain -19

Gain or loss in total number of borrowers. Loss -254

Elda I. Lloyd

1944-45
ANNUAL STATISTICAL REPORT
For Washington Park Branch

Adult Circulation:

Fiction 21308
Non-fiction 3318
Total 24626
Gain or loss loss--1900
Percent of fiction 86
Number of books lost in circulation 4

Juvenile Circulation:

Fiction 10159
Non-fiction 5769
Total 15928
Gain or loss loss--1382
Number of books lost in circulation 14
Percent of Total fiction 63
Percent of total juvenile 39

REGISTRATION

Cards in force May 1, 1944 2121
Expirations: Adult 522
Juvenile 340
Annual Fee _____
Total 862

Cards in force less expirations 1259

Registrations:

Adult 218
Juvenile 203
Annual Fee _____
Total 421

Re-registrations:

123
60

183 ✓

Cards in force April 30, 1945:

Adult 1076
Juvenile 787

Gain or loss in registration gain 1

Gain or loss in total number of borrowers loss-258

Rose Taph McMill
Librarian

ANNUAL STATISTICAL REPORT

For Circulation Branch or Department

May 1, 1944 through April 30, 1945.

Adult Circulation:

Fiction 90,253
 Non-Fiction 33,309
 Total 123,562 Gain 6,052
 Percent of Fiction 73%
 Number of books lost in circulation 89

Juvenile Circulation:

Fiction 66,672
 Non-fiction 33,850
 Total 100,522
 Percent of Fiction 66%
 Gain or loss 6,404
 Number of books lost in circulation 29 Children's Room 27
 Schools 9
 Percent of total Fiction 61%
 Percent of total juvenile 45%

REGISTRATION

Cards in force May 1, 1944 8,823
 Expirations: adult 3,349
 Juvenile _____
 Annual Fee 10
 Total 3,359

Cards in force less expirations 5,464

Registrations:

Adult 1,564
 Juvenile _____
 Annual Fee 10
 Total 1,574

Re-registrations:

941

941

Cards in force April 30, 1945:

Adult 7,962
 Juvenile _____

~~Gain or~~ loss in registration 131

~~Gain or~~ loss in total number of borrowers 861

ANNUAL STATISTICAL REPORT.

For Children's Branch or Department.

May 1, 1944 through April 30, 1945.

Adult Circulation:

Fiction 90,253
 Non-Fiction 33,309
 Total 123,562
 Gain or loss 6,052
 Percent of Fiction 73 %
 Number of books lost in circulation 89

Juvenile Circulation:

Fiction 66,672
 Non-fiction 33,850
 Total 100,522
 Percent of fiction 66%
 Gain or loss 6,404
 Number of books lost in circulation Children's Room-27
Schools 9
 Percent of total fiction 61%
 Percent of total juvenile 45%

REGISTRATION

Cards in force May 1, 1944 3091
 Expirations: Adult _____
 Expirations & transfers Juvenile 1129
 Annual Fee 0
 Total 1129

Cards in force less expirations 1962

Registrations:

Re-registrations: Total

Adult	_____	_____
Juvenile	<u>805</u>	<u>333</u> 1138
Annual Fee	_____	_____
Total	_____	_____

Cards in force April 30, 1945:

Adult _____
 Juvenile 3100

Gain or loss in registration: 46

Gain or loss in total number of borrowers 9