

ST. JOSEPH PUBLIC LIBRARY

ST. JOSEPH,
MISSOURI.

ANNUAL REPORT

MAY 1, 1947

thru

APRIL 30, 1948

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, 1949, to the best of my knowledge and belief.

I. R. BURR, Librarian

Sworn and subscribed to before me, a Notary Public for and in Buchanan County, State of Missouri, this _____ day of June 1949.

GENERAL ACCOUNT

1947 - 1948

RECEIPTS

City Apportionment

\$52,000.00

Expenditures by City Treasurer's Warrants.

	<u>Central Library</u>	<u>Carnegie Branch</u>	<u>Washington Park Branch</u>	<u>Total</u>
Books	\$2,684.12	\$360.37	\$510.91	\$ 3,555.40
Periodicals	603.61	20.80	20.80	645.21
Binding	2,035.18			2,035.18
Salaries	33,028.09	2,278.50	2,248.80	37,555.39
Rent	1,861.03			1,861.03
Heat		236.63	355.09	591.72
Janitors	360.00	1,662.50	1,422.50	3,445.00
Printing	161.75			161.75
Telephone	126.87	39.00	35.90	201.77
Electricity	625.48			625.48
Catalog Cards	246.41			246.41
Insurance	251.27	81.46	68.25	400.98
Repairs	46.18	82.25	86.61	215.04
Supplies	372.08	13.78		385.86
Water service		13.31	13.20	26.51
* Miscellaneous	49.50		2.00	51.50
	\$42,451.57	\$4,788.60	\$4,764.06	\$52,004.23
Unspent balance	.79			.79
	\$42,452.36			\$52,005.02
Dec. 31, 1947				
Credit Memo	5.02			5.02
	\$42,447.34	\$4,788.60	\$4,764.06	\$52,000.00

* Clock service, Burroughs adding machine service, dues, etc.

SPECIAL FUND ACCOUNTS

1947 - 1948

RECEIPTS

Petty cash in hands of Librarian April 16, 1947	\$ 75.00
Brought forward in hands of Treasurer April 16, 1947	69.42
Received from penalties	2,874.98
Received from book rentals	431.84
Received from miscellaneous	<u>610.82</u>
Cash Reserve Fund Total	\$4,062.06
State Aid Fund Total	<u>3,281.41</u>
Total	\$7,343.47

EXPENDITURES

By Librarian:

Contingent funds for Branches	\$ 50.00
Freight, express & postage	61.80
Carfare	43.49
Books & periodicals	113.81
Refunds on lost books returned	8.61
Supplies	51.08
Repairs & extra work	60.54
Miscellaneous	<u>44.22</u>
	\$433.55

By Treasurer:

Checks from Cash Reserve Fund for books, periodicals, & miscellaneous	3,462.19
Checks from State Aid Fund for books, periodicals, equipment & part of re-decorating Library lobby	2,274.63
Balance in hands of Treasurer in Cash Reserve Fund	91.32
Balance in hands of Treasurer in State Aid Fund	1,006.78
Balance in hands of Librarian April 16, 1948	<u>75.00</u>
	\$7,343.47

FINANCIAL STATEMENT

1947 - 1948

RECEIPTS

City Apportionment	\$52,000.00
Library collections	4,062.06
State Aid	3,281.41
	<u>\$59,343.47</u>

EXPENDITURES

Books	\$ 7,572.15
Periodicals	1,281.69
Binding	2,035.18
Salaries	37,651.25
Rent	1,861.03
Heat	591.72
Janitors	3,620.00
Printing & stationery	161.75
Telephone	201.77
Electricity	625.48
Catalog cards	246.41
Insurance	400.98
Repairs	515.04
Supplies	519.56
Equipment	118.75
Water service	26.51
Postage	100.00
Miscellaneous: M. L. A. Convention Exp., Christmas decorations, A.L.A. dues, M.L.A. dues, clock service, flowers	206.76
Incidental Expenses: Contingent funds, books & periodicals, laundry, stamps, supplies, etc.	433.55
Balance in hands of Treasurer in Cash Reserve Fund Apr. 16, '48	91.32
Balance in hands of Treasurer in State Aid Fund Apr. 16, 1948	1,006.78
Balance in hands of Librarian Apr. 16, 1948	75.00
Unspent balance	<u>.79</u>
	\$59,343.47

SUMMARY OF TOTAL VOLUMES IN LIBRARY

1947 - 1948

CENTRAL LIBRARY AND BRANCHES

Central adult	83,508
Central juvenile	17,731
Carnegie Branch	16,428
Washington Park Branch	19,574
Wyatt Park Branch	3,253
South Park Branch	1,395
Total	<u>141,889</u>

Total Volumes:

Adult	114,432
Juvenile	27,457
	<u>141,889</u>

Total Reference Volumes:

Central Reference:

Adult	24,888
Juvenile	546
	<u>25,434</u>

Adult	20,580
Juvenile	274
	<u>20,854</u>

ADDITIONS

WITHDRAWALS

GAIN

LOSS

Central:

Adult	2,245	4,349		2,104
Juvenile	663	326	337	
Schools	726	222	504	
Carnegie Branch	497	527		30
Washington Park Branch	764	555	209	
Wyatt Park Branch		617		617
South Park Branch		265		<u>265</u>
Total	4,895	6,861	1,050	3,016

Total Additions:

Total Withdrawals:

Adult	2,898
Juvenile	1,997
Total	<u>4,895</u>

Adult	5,091
Juvenile	1,770
Total	<u>6,861</u>

Net Loss 1,966

Purchases	4,314
Gifts	379
Bindery	202
	<u>4,895</u>

SUMMARY OF CIRCULATION

1947 - 1948

General works	230
Philosophy	2,048
Religion	2,785
Sociology	4,349
Fairy tales	5,997
Philology	13,084
Natural Science	6,441
Useful Arts	8,740
Fine Arts	9,455
Literature	5,645
History	5,814
Travel & Geography	5,267
Biography	9,085
Fiction	217,799
Magazines	3,730
Pay copies	8,507

Total	308,976
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Pictures	348
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CENTRAL CIRCULATION:

Adult	129,900
Juvenile	46,683
Schools	63,275

CARNEGIE BRANCH

33,961

WASHINGTON PARK BRANCH

35,157

308,976

Net Loss over 1946-1947	14,422
Circulation per capita	4.080
Cost per capita	17838
Circulation cost per book	.1888

Number of registered borrowers:

Central:

Adult	9,479
Juvenile	3,801
	<u>13,280</u>

13,280

Carnegie Branch

2,098

Washington Park Branch

1,777

Total

17,155

Gain in the number of borrowers	755
Per cent of gain	.044
Per cent of population registered	.2265
Number of volumes per capita	4.080 1.88
Number of volumes per registered borrower	1.859
	8.27

REPORT OF THE CATALOG AND CLASSIFICATION DEPARTMENT

1947-1948

Total Volumes in Library

Central

	Adult Circ.	Adult Ref.	Juv. Circ.	Juv. Ref.	Schools	Total Adult	Total Juv.	Total
Fiction	15553	12	4855		4362	15565	9217	24782
000	579	1238	29	144		1817	173	1990
050	56	10605	98	43		10661	141	10802
100	1908	119	49			2027	49	2076
200	2717	294	159		63	3011	222	3233
300	8039	3112	865	24	392	11151	1281	12432
400	273	192	689	3	348	465	1040	1505
500	2489	782	601	4	290	3271	895	4166
600	7444	973	528	3	177	8417	708	9125
700	4234	439	685		169	4673	854	5527
800	7046	591	436	13	175	7637	624	8261
910	3262	319	627	26	253	3581	906	4487
920	4832	564	491	10	375	5396	876	6272
900	4740	414	500	4	226	5154	730	5884
News.		676				676		676
Pct. Bks.			12		3		15	15
Unclassed	6					6		6
Total	63178	20330	10624	274	6833	83508	17731	101239

Total Volumes In Library

1947-1948

Branches

	Carnegie Branch					Washington Park				
	Adult Cir.	Ref.	Juvenile Cir.	Ref.	Total	Adult Cir.	Ref.	Juvenile Cir.	Ref.	Total
Fict.	4112		1868		5980	6003		2465		8468
000	45	96	3	55	199	49	147	3	62	261
050	3	1725	7	110	1845	94	1368	1	5	1468
100	157	2	10		169	240	3	14		257
200	220	9	55		284	278	25	53		356
300	542	99	390		1031	663	144	311	1	1119
400	25	19	258	1	303	42	15	220		277
500	212	25	216	2	455	278	23	202	2	505
600	1048	14	209		1271	1789	27	254		2070
700	528	11	223	2	764	594	11	255		860
800	1131	71	127	3	1332	1212	109	135	1	1457
910	432	62	227		721	423	36	216		675
920	667	49	215	1	932	653	52	232	3	940
900	710	167	170	2	1049	687	23	142		852
Pct. Bks.			1		1			9		9
Polish	92				92					
Total	9924	2349	3979	176	16428	13005	1983	4512	74	19574

Total Volumes In Library

1947-1948

Branches

	Wyatt Park					South Park				
	Adult Cir.	Ref.	Juvenile Cir.	Ref.	Total	Adult Cir.	Ref.	Juvenile Cir.	Ref.	Total
Pict.	1164		282		1446	496		73		569
000	3	12		11	26	2	1		10	13
050	36	81	17		134		49	17		66
100	72		2		74	30		1		31
200	50	3	5		58	13	2	6		21
300	130	34	61	1	226	54	11	35		80
400	3	5	1		9	3		3		6
500	71		64		135	39		12		51
600	141	1	55		197	49		19		68
700	138	1	55		194	50		36		86
800	301	9	54		364	153	6	21		180
910	98	1	42		141	56	2	24		82
920	132	4	28		164	76	3	18		97
900	59	1	23		83	38		2		40
Pct. Bks.			2		2			5		5
Total	2398	152	691	12	3253	1039	74	272	10	1395

Total Volumes In Library

1947-1948

Total Volumes In Library:

Adult	83508
Juvenile	17731
C. B.	16428
W. P.	19574
Wyatt Park	3253
South Park	1395
Total	141889

Total Volumes:

Adult	114432
Juvenile	27457

Total Reference:

Adult	24888
Juvenile	546

Total Volumes by Class:

Fict.	41245
000	2489
050	14315
100	2607
200	3952
300	14888
400	2100
500	5312
600	12731
700	7431
800	11594
910	6106
920	8405
900	7908
News.	676
Polish	92
Pct.Bks.	32
Unclassed	6
Total	141889

Volumes missing in the inventory taken in 1945 &
cancelled this year:

Central

Adult	532
Reference	12
Juvenile	46
Schools	7
C. B.	42
W. P.	122
Total	761

Additions and Withdrawals

1947-1948

Central

	Adult		Juvenile		Schools	
	Additions	Withdrawals	Additions	Withdrawals	Additions	Withdrawals

Ft.	988	2000	299	162	481	139
000	46	53	22			
050	145	9				
100	34	41		1		
200	57	39	7	4	1	2
300	221	341	25	21	17	11
400	35	11	145	75	74	21
500	33	33	42	11	23	10
600	252	588	29	9	13	4
700	71	289	30	19	31	9
800	76	246	3	7	5	5
910	76	252	28	5	2	5
920	99	50	21	7	60	6
900	102	397	12	5	17	10
News.	10					
Pct. Bks.						
Total	2245	4349	663	326	726	222

Additions and Withdrawals

1947-1948

Branches

	Carnegie Branch				Washington Park			
	Adult		Juvenile		Adult		Juvenile	
	Add.	With.	Add.	With.	Add.	With.	Add.	With.
Pct.	191	329	64	63	239	87	187	205
000	1	1	21		2	2	20	
050	12				16			
100	3		1		2	2	1	
200	5	2	1	1	2	1		9
300	10		7	9	9	19	17	17
400	2		39	20	2	3	91	23
500	6	2	16	5	4	3	27	19
600	19	12	11	8	18	26	13	21
700	13	6	13	10	21	13	25	20
800	13	10	2	2	8	18	1	2
910	12	6	12	3	13	1	13	24
920	9	15	6	5	13	1	7	13
900	4	6	4	9	4	4	9	21
Polish		2						
Pct. Bks.				1				1
Total	300	391	197	136	353	180	411	375

Additions and Withdrawals

1947-1948

Branches

	Wyatt Park				South Park			
	Adult		Juvenile		Adult		Juvenile	
	Add.	With.	Add.	With.	Add.	With.	Add.	With.
Total		76		292		60		120
000		26				1		1
050								
100		1		1				
200				17				
300				79		1		
400				1				
500								2
600		2						9
700		3		4				8
800		1		8				12
910				37				16
920				36				13
900				33				22
Total		109		508		62		203

Additions and Withdrawals

1947-1948

Additions:

Adult	2245
Juvenile	663
Schools	726
C. B.	497
W. P.	764
Wy. P.	
So. P.	

Total	<u>4895</u>
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Withdrawals:

Adult	4349
Juvenile	326
Schools	222
C. B.	527
W. P.	555
Wy. P.	617
So. P.	265

Total	<u>6861</u>
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Adult loss	2104
Juvenile gain	337
Schools gain	504
C. B. loss	30
W. P. gain	209
Wy. P. loss	617
So. P. loss	265

Total additions:

Adult	2898
Juvenile	1997

Total withdrawals:

Adult	5091
Juvenile	1770

Purchase	4314
Gifts	379
Bindery	202

Total	<u>4895</u>
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Gifts

1947-1948

Adams, Rev. Fred B	3
American Historical Association	6
Anonymous	15
Author	10
B'nai B'rith of St. Joseph	2
Book-of-the-Month Club	2
Burrowes, Mr. Arthur	1
Carnegie Endowment for International Peace	2
Carnegie Hero Fund Commission	1
Covert, Miss Marjorie	38
Cox, Mrs. William E.	1
Daughters of the American Revolution, St. Joseph Chapter	8
Fening, Mrs. Ola May	1
Gabhart, Imogene	1
Government	209
Hollis & Carter, London	1
International Military Tribunal	6
Kranitz, Mr. Louis	3
Litvak, Mr. Milton	2
Lockmiller, Mr. D. A.	1
Maupin, Mr. Willis C.	4
Missouri Geological Survey	3
Missouri, State of	2
Missouri University	3
Moore, Mr. Jesse	6
Mueller, Miss Olga	4
National Academy of Sciences	1
National Association of Broadcasters	1
National War Fund	1
Netherlands Information Service	1
Oldham, Mrs. Mary	1
Oregon State College	2
Pottorff, Mr. Earl	1
Publisher	27
Rosecrans Field	1
St. Joseph W. C. T. U. (Mrs. B. Blanche Butts)	1
Santa Fe Railway Company	1
Sponsoring Committee of the Disciples of the Wise	1
Stapleton, Miss Emily & Stapleton, Dr. Ada Bell	1
Stapleton, Mrs. W. P. & Doyle, Mrs. John	1
Wiley, Mrs. H. W.	1
Willys Overland Company	1
Yugoslav Embassy	1
Total	379

Bindery

Books rebound	794
Periodicals bound	202