

Oak Case

ST. JOSEPH PUBLIC LIBRARY ANNUAL REPORT

1970 - 1971

ST. JOSEPH, MISSOURI

ST. JOSEPH PUBLIC LIBRARY

TENTH AND FELIX STS.

TELEPHONE AD 2-7729

ST. JOSEPH, MISSOURI, 64501

ISABEL EVANS
LIBRARIAN

June 1, 1971

To the Board of Directors
St. Joseph Public Library
St. Joseph, Missouri

In compliance with Missouri Law, Section 182.360,
the accompanying reports are submitted on the
services, statistics and finances of the St. Joseph
Public Library for the fiscal year.

Respectfully submitted,

A handwritten signature in cursive script that reads "Isabel Evans".

Isabel Evans,
Librarian

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BOARD OF DIRECTORS OF THE ST. JOSEPH PUBLIC LIBRARY

	<u>Term Expires</u>
Mr. John Beihl, President	1973
Mr. Joseph L. Gray, First Vice-President	1973
Mr. Robert Chesney, Treasurer	1972
Mr. Dan Hale	1971
Miss Anna Hague	1973
Reverend Martin Kabele	1972
Mr. John Mc Caskey	1971
Monsignor Charles Nowland	1972
Mrs. Philip Strop	1971

STAFF OF THE ST. JOSEPH PUBLIC LIBRARY AS OF MAY 1, 1971

LIBRARIAN

Mrs. Isabel Evans

CATALOG DEPARTMENT

Miss Patricia Smith, Catalog Librarian
Mrs. Alene Hoffsommer, Library Assistant
Miss Denise Benton, Library Page
Miss Mary Ann Stock, Library Page

CHILDREN'S DEPARTMENT

Mrs. Stefanie Stephens, Children's Librarian
Mrs. Christine Sunde, Library Assistant
Miss Patty Painter, Library Page
Miss Becky Pfander, Library Page

CIRCULATION DEPARTMENT

Mrs. Patricia Mc Cartney, Circulation Librarian
Mrs. Mary Ann Bibens, Library Assistant
Miss Ann Covington, Library Assistant
Miss Debbie Perez, Library Page
Miss Lou Ann Weaver, Library Page
Miss Lucinda Wilson, Library Page

CIRCULATION CONTROL

Mrs. Elizabeth Holbert, Circulation Control Librarian

CUSTODIAN

Mr. Ray Sheffler, Jr.

REFERENCE DEPARTMENT

Mrs. Doris Finley, Reference Librarian
Mrs. Elizabeth Broom, Library Assistant
Miss Patti Goodding, Library Page
Mr. Charles Homan, Library Page
Miss Debbie Mc Kinney, Library Page

OFFICE

Mrs. Glenna Frakes, Secretary

ORDER DEPARTMENT

Miss Esther Ray, Order Librarian

STAFF OF THE ST. JOSEPH PUBLIC LIBRARY AS OF MAY 1, 1971

BOOKMOBILE

Miss Gale Logan, Bookmobile Librarian
Miss Joan Embrey, Library Assistant
Mr. Max Sheneman, Bookmobile Driver

CARNEGIE BRANCH LIBRARY

Miss Josephine Plummer, Branch Librarian
Mrs. Alberta Wickam, Library Assistant
Miss Gail Bird, Library Page
Mr. Orval Richards, Custodian

WASHINGTON PARK BRANCH LIBRARY

Mrs. Alyce Hougas, Branch Librarian
Mrs. Pat Fuson, Library Assistant
Miss Connie Anderson, Library Page
Mr. Paul Mc Cann, Custodian

1970 - 1971

LIBRARIAN'S REPORT

The Public Library system, always a vital part of municipal services to the community, is affected by the same economic and urban changes as other city services. The long wait for urban renewal to revive the flow of downtown visitors, inflation, unemployment and the changing complexion of the library's public have influenced the direction of library activity this year.

Total circulation for the year was 417,718. Children borrowed 214,416 books or 17 per capita. As impressive as these figures are, the total is still 2,713 less than last year.

This decrease over the last three years can be attributed to two facts.

1. Population decline.

The 1960 U.S. Census shows 18,663 children under 13 years of age in St. Joseph. The 1970 Census reports 12,540, a loss of 6,123.

2. Government funds.

Since government funds have given the schools greatly expanded collections of curriculum related books, students come to the library less for required reading and more for their out of school interests, hobbies, scouting and recreational reading. Research projects continue to bring students to the library in great numbers to use our reference materials.

The Missouri Western College library, a great asset to the community, fills the need of many college students, however 24,970 reference questions were recorded this year.

The principal commitment of the public library is to out of school adults, to pre-school children, to the handicapped and home-bound.

Classes from the Children's Rehabilitation Center and the Helen Davis School for Trainable Children are brought to Central Children's Department for weekly story and film programs.

The Deaf Children's Class and the Special Education Class from Humboldt School visit Washington Park Branch Library.

Head Start classes attend weekly programs at all three libraries.

This work is done in addition to the regularly scheduled story hours at all three libraries. These hours increase a child's knowledge and awareness. In many cases the library provides the first away from home experience in which the child participates. He experiences too the welcome he will always find at the library. The total attendance was 10,009.

For the home-bound our services are minimal. We serve two nursing homes and librarians volunteer to deliver books to a few patrons. We are hoping to implement a Books-by-Mail system for the elderly and shut-ins.

Circulation

Central Library loaned more books to adults this year than last.

Washington Park Branch Library shows an 8% gain in total circulation, both adult and juvenile.

Carnegie Branch gained in children's services but showed a decrease in adult use. This may be in part the result of plant closings and loss of population in the area.

The Bookmobile showed an over-all decrease of 3.6%, largely in juvenile books. We have re-routed the bookmobile to more neighborhood stops and we are planning stops in the new low income housing developments under construction.

Our stop at the East Side Apartments is a very successful one.

Non-book materials; records, films and framed art, showed a 3% increase.

There are 24,970 library card holders; 34% of our population.

Book Collection

The higher price of books resulted in the purchase of fewer books for the same amount of money.

The use of paperbacks stretches the book budget. The national average retail price for all hardcover books in 1970 was \$11.38, which with the 35% library discount, is \$7.58.

The 8,291 books purchased this year average \$3.48.

There are 162,405 books in the library system, or 2.2 books per capita. This exceeds the national library standard of 2 per capita. A systematic weeding program keeps the book collections timely and attractive. 6,571 books were discarded in 1970.

Additions have been made to the collection of large print books for the partially sighted.

Catalog Department

Time required in getting new books to the shelf was shortened by the installation of Micrographic Cataloging service. The necessary book information from the Library of Congress is received on microfiche and is printed out on a reader printer.

Pre-cataloged books provide 75 popular titles each month on date of publication. We have the privilege of using them six months, then we may return them if their usefulness is past or buy them at 75% discount. This service has been greatly appreciated by the public.

Government Publications

There are 46,848 government publications in our Depository Library. 2,769 were received this year. The reference librarians are in charge of this valuable collection.

Community Cooperation

The Bookmobile now has 12 stops in the east section of the city including one at East Hills Shopping Center. Our thanks are due to Mr. Lyle Cowles of the J. C. Penny Company for allowing us to plug in on his electric line.

We are grateful to Mr. Dale Flowers for the large permanent metal sign at East Hills.

The reference librarians have worked several months with representatives of the St. Joseph Historical Society and the Historic Landmark Survey Commission on the Historic Buildings Survey.

Northwest Missouri State College deposits library books and materials in our reference department for use in the graduate courses they conduct in the city. These are cared for and loaned by the reference librarians.

Students from the upper grades make frequent class visits to the reference department where they are shown how to use the indexes, books and micro-films that will make their high school research easier.

Children's librarians have made many visits to schools and to P.T.A. meetings. They have joined the librarian several time on television interviews.

Library Week was observed by a fully staffed display at East Hills. At the request of the Builders' Association library films were shown during the Home Show the latter part of the week.

Our thanks are due to the News-Press for the space for our Sunday book

column written by Mrs. Pat Mc Cartney.

To Jack Suesens of the News-Press reportorial staff for the excellent stories he has written about library activities, our thanks.

We are thankful for the gracious welcome the librarians are given by Mrs. Grace Crawford on her KQ TV show.

Gifts

The Runcie Club contributed \$300 to sustain the Constance Fauntleroy Runcie Collection of Framed Art. We wish to express our thanks to Mrs. Elliot Marshall who works with the library selection committee.

There are 236 prints in the collection.

The Altrusa Club of St. Joseph contributed \$200 to sustain the Altrusa Memorial Record Collection. \$50 was added later as a memorial to Mary U. Neipp and \$20 in memory of Viola Omo for a total of \$270.

The Elizabeth Prescott Club gave \$50 in support of the Elizabeth Prescott Platt Collection of Books for Students of Business.

We are grateful to the many individuals who have presented memorial books and art reproductions.

This report would not be complete without expressing our regret at the retirement of Mrs. Philip Strop from the Board. As a member and as Board President she gave generously of her time and effort for 35 years to develop a library system of which the city could be proud.

We are fortunate to have a library staff who love their work, who enjoy their contacts with people, and who do not hesitate to go the "second mile" if necessary.

The Library Board has shown great interest in the functioning of the library. For their guidance and assistance I am very grateful.

Respectfully submitted,

A handwritten signature in blue ink that reads "Isabel Evans". The signature is written in a cursive, flowing style.

Isabel Evans, Librarian

1970 - 1971

INCOME

City Budget allowed	\$164,008.00	
Beginning Balance of City Fund		\$1,925.86
Amount of revenue collected		164,109.62
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		\$166,035.48

Cash Reserve Fund

Bank Balance, April 30, 1970	\$12,105.88
Petty Cash Balance, April 30, 1970	130.00
State Aid	8,194.19
Fines and Fees	7,840.35
Non-Resident Fees	665.00
Toothaker Library Monthly Service	600.00
Toothaker Library Book Reimbursement	1,014.65
Book, Anti-Trust Payment	226.23
Pay Telephone Collection	85.50
Gifts (not included in separate Gift Account)	320.00
Toothaker Library Annual Service Fee	1,500.00
Miscellaneous (including photocopy service)	2,224.62
Mc Naughton Postage Refund	29.31
Partial settlement (Borchardt Estate)	15,000.00
	<hr/>
	\$49,935.73

SUMMARY OF INCOME AND EXPENDITURES:

Total Income	City Fund	\$166,035.48
	Cash Reserve	<u>49,935.73</u>
		\$215,971.21

Total Expenditures	City Fund	\$163,991.06
	Cash Reserve	<u>44,600.15</u>
		\$208,591.21

Balance on Hand, April 30, 1971

Bank Balance	\$5,205.58
Petty Cash	130.00
City Balance	<u>2,044.42</u>
	\$7,380.00

EXPENDITURES:

Item	From City Appropriation	From Cash Reserve Fund	Total	Percent of Total
Salaries	\$121,416.96	\$251.00	\$121,667.96	58
Books	17,788.04	11,074.23	28,862.27	13.8
Periodicals	2,282.18	1,049.07	3,331.25	1.6
Binding	241.51	90.95	332.46	.15
Audio-Visual	101.33	1,520.86	1,622.19	.8
Equipment	2,958.68	3,642.22	6,600.90	3.2
Supplies	1,092.33	5,751.71	6,844.04	3.3
Heat	1,020.36		1,020.36	.5
Electric	5,003.70		5,003.70	2.4
Telephone	1,105.20		1,105.20	.53
Insurance		367.00	367.00	.2
Travel	785.00	504.85	1,289.85	.62
Repairs	12.95	1,636.23	1,649.18	.8
Postage		1,065.16	1,065.16	.5
Miscellaneous		231.29	231.29	.12
Utilities and Service Contracts		762.29	762.29	.4
Memberships and Christmas		407.00	407.00	.18
FICA	5,231.77		5,231.77	2.5
LAGERS	4,951.05		4,951.05	2.4
Borchardt Estate Partial settlement and lawyer's fee		16,246.29	16,246.29	8
	\$163,991.06	\$44,600.15	\$208,591.21	100%

EXPENDITURES GROUPED BY MAJOR CATEGORIES, WITH PERCENTAGES:

SALARIES	\$121,667.96	58%
LIBRARY MATERIALS AND BINDING	\$34,148.17	16%
BORCHARDT ESTATE TRANSACTION	\$16,246.29	8%
ALL OTHER EXPENSES	\$36,528.79	18%

BOOK CIRCULATION FOR 1970 - 1971

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	75,177	62,520	137,697	49,027	16,325	65,352	203,049
Carnegie	9,039	4,050	13,089	14,708	4,513	19,221	32,310
Washington Pk.	13,512	6,214	19,726	27,182	8,328	35,510	55,236
Bookmobile	19,550	5,322	24,872	73,233	21,100	94,333	119,205
TOTALS	117,278	78,106	195,384	164,150	50,266	214,416	409,800

BOOK CIRCULATION FOR 1969 - 1970

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	71,893	63,734	135,627	52,123	17,724	69,847	205,474
Carnegie	9,603	4,671	14,274	14,168	4,621	18,789	33,063
Washington Pk.	14,011	5,912	19,923	23,596	7,405	31,001	50,924
Bookmobile	20,373	5,734	26,107	74,121	23,371	97,492	123,599
TOTALS	115,880	80,051	195,931	164,008	53,121	217,129	413,060

	<u>1970 - 1971</u>	<u>1969 - 1970</u>
FILM CIRCULATION		
Number of films circulated	1,248	1,173
Total attendance at film showings	50,153	44,842
RECORD CIRCULATION		
Number of records circulated	5,256	5,174
PICTURE CIRCULATION		
Number of pictures circulated	1,414	1,343
REFERENCE QUESTIONS		
Number of reference questions	24,963	26,861
INTER-LIBRARY LOANS		
Number of inter-library loans	212	340
VACATION READING PROGRAM		
Number enrolled	976	939
LIBRARY VISITS		
Number attending	10,009	
REGISTERED BORROWERS		

<u>1970 - 1971</u>	<u>1969 - 1970</u>	<u>1968 - 1969</u>	<u>Total Cards in Force</u>
9,139	7,618	8,213	24,970
COMBINED TOTAL CIRCULATION	(Books and non-book materials)		417,718

BOOK COLLECTION 1970-1971

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	16,552	78,707	95,259	4,809	9,871	14,680	109,939
Carnegie	2,508	4,881	7,389	2,548	3,499	6,047	13,436
Washington Pk.	4,952	5,721	10,673	3,348	3,468	6,816	17,489
Bookmobile	4,799	3,720	8,519	5,523	7,499	13,022	21,541
TOTALS	28,811	93,029	121,840	16,228	24,337	40,565	162,405

BOOKS ADDED 1970-1971

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	1,744	2,484	4,228	450	302	752	4,980
Carnegie	297	179	476	233	134	367	843
Washington Pk.	295	234	529	367	219	586	1,115
Bookmobile	595	293	888	319	146	465	1,353
TOTALS	2,931	3,190	6,121	1,369	801	2,170	8,291

BOOKS WITHDRAWN 1970-1971

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	659	1,330	1,989	803	419	1,222	3,211
Carnegie	288	283	571	290	104	394	965
Washington Pk.	260	998	1,258	188	71	259	1,517
Bookmobile	160	49	209	510	159	669	878
TOTALS	1,367	2,660	4,027	1,791	753	2,544	6,571

New Titles 7,893 Added Titles 398

ALTRUSA MEMORIAL RECORD COLLECTION AND MUSICAL SCORES

Record albums in collection as of April 30, 1971 1,912
 Miniature orchestral scores 55 Opera scores 10

CONSTANCE FAUNTIEROY MEMORIAL PICTURE COLLECTION

Pictures in collection 236

MICROFILMS (Newspapers-Periodicals-Miscellaneous-Bound Magazines)

Newspaper Microfilms		Added 1970-1971		Total	
Newspaper Microfilms	17	834	Gov. Documents	2,769	46,848
Periodical Microfilms	82	1,626	City Directories	4	141
Misc. Microfilms	38	8,001	Telephone Directories	10	136
Bound Magazines	44				

The city and telephone directories are constantly being replaced with new editions.

LIBRARY DIRECTORY:

Central Library Tenth and Felix Streets Telephone: 232-7729
232-7720

Hours:

Monday through Friday 9:00 am - 9:00 pm
Saturday 9:00 am - 6:00 pm

Carnegie Branch Library 316 Massachusetts Ave. Telephone: 238-0526

Hours:

Monday through Saturday 10:00 am - 6:00 pm

Washington Park Branch Library Third and Market Telephone: 232-2052

Hours:

Monday through Saturday 10:00 am - 6:00 pm

Bookmobile 62 Community Stops per Month

Hours:

Printed schedules available either on the
bookmobile or at Central Public Library

Call Central Public Library, 232-7729,
for schedule information.