

ST. JOSEPH PUBLIC LIBRARY ANNUAL REPORT

1974 - 1975

St. Joseph, Missouri

ST. JOSEPH PUBLIC LIBRARY

TENTH AND FELIX STS.

TELEPHONE 232-7729

ST. JOSEPH, MISSOURI, 64501

ISABEL EVANS
LIBRARIAN

JUNE 1, 1975

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,


Isabel Evans, Librarian

LIBRARIAN'S REPORT 1974 - 1975

This was Urban Renewal year for St. Joseph Public Library. Altho the streets and sidewalks on both sides of Central Library were taken out at the same time and remained an obstacle course for two months, and book circulation suffered a temporary decline, the single most prized outcome of urban renewal for the library was the city's repurchase of Library Square parking lot.

The importance of Library Square for the library cannot be overestimated for now or for the future.

The twelve minute free parking spaces directly in front of Central Library make book returns easier, and along with the new well placed street lights draw favorable comment from patrons.

Circulation

An interesting result of urban renewal disruption was the increased use of Washington Park Branch Library which resulted in a circulation of 60,958, up from 55,634 last year.

Children's reading increased at Central Library from 58,634 to 61,318. At Washington Park, 34,701 from 32,171, an increase of 8%.

Our total circulation for the three libraries and bookmobile was 376,739, for last year 377,578, a loss of 839 books or 2/10 of one per cent for the system.

Attendance at children's activities reached a record high, 20,177. This is largely due to innovative and exciting programs planned by the children's librarians assisted by talented people in our community.

For Saturday events for grade school children and programs and projects for pre school story hour children and their mothers our thanks are due to:

Richard Nolf, director of St. Joseph Museum for his nature programs

The YWCA and their yoga instructor

Bennett Garden Center for sending their flower designer for two days

James Burnham for his popular magic show

Nancy Nelson for her puppet show given at Carnegie Branch

The St. Joseph Police Department and Captain Forbes for helping with the traffic the days of Easter Egg Hunts in the park

Mac Donald's for giving hamburgers to use as prizes

These are but a few of the people in the community who help make the library a place of discovery and learning for the young.

The films shown every Saturday, such as "Huckleberry Finn" and Walt Disney productions provide wholesome entertainment not available elsewhere in the city on a regular basis.

Five times a week the children's librarians conduct story hours with finger plays and movies for pre school children.

The identical programs, as time permits, are given for:

- Head Start classes
- Day Care Center groups
- The Humboldt Deaf Children
- Children's Rehabilitation Center
- Cerebral Palsy Class
- Helen Davis School for the Trainable

Library instruction is given to many public and parochial school classes.

Demonstrations of storytelling technique were given by the children's librarians at Central High School and at Northwest Missouri State University.

Outreach

The bookmobile makes thirty stops a month in neighborhoods which many elderly readers find convenient. The bookmobile makes it possible for children to come to their neighborhood stops on their own, which is appreciated by busy mothers. In a test using a "Snoopy" theme this year, 1,500 children registered on the bookmobile in February.

Extension Classes

Because Missouri Western does not offer courses in library science, the Northwest Missouri State University has been holding evening classes in the Central Library for the past three years. This past January a class of fifteen library technicians were given their certificates for fifteen hours of library study. Approximately 200 have been enrolled.

In October the University of Missouri organized a graduate level course in library cataloging which we were glad to welcome. Another is planned for Fall.

Non Book Materials

Films

As a member of the Missouri Libraries Film Cooperative, forty-five 16 millimeter films of educational value are received each month on a rotating basis. Film use has shown an increase. They are used by the YMCA, Salvation Army, Boy and Girl Scouts, churches, hospitals and teachers.

Non Book Material (Continued)

Phonograph Records

The Altrusa Club of St. Joseph has made an annual contribution to the record collection in memory of their deceased members. The library matches their contribution. At present there are 2,103 albums.

Cassettes

St. Joseph Public Library is a member of the Missouri Cassette Cooperative. Cassettes can be purchased for a fraction of their retail price. These are Xerox Learning Programs.

The library has also purchased music by the great composers on cassettes as well as achievement oriented talks to use in sales meetings, counseling or self development.

Framed Art Reproductions

The Runcie Club of St. Joseph contributed \$625.00 to the Runcie Memorial Collection of Framed Art. There are 385 pictures and 15 pieces of Museum Reproductions of famous sculpture in the collection.

Personnel

Our Order Librarian, Esther Ray, retired in July. She had been a member of the staff 38 years and was a dedicated worker wherever she served, in Catalog, Reference or as Head of Acquisitions.

Lucy Ashley was employed as Head of Central Children's Department in August. She holds a Masters degree in library science.

Karen Lyons Groce, a Missouri Western graduate in business administration, was employed as Head of Circulation Control.

Marilyn Bullock, a Missouri Western graduate, was employed as assistant in the Children's Department.

Allison Hoskins, a Missouri Western graduate, magna cum laude, was employed as assistant in the Circulation Department.

In the past year four competent librarians resigned for either \$2,000 salary increases or to work on degrees. In fact, three public school librarians and one hospital librarian in the city are alumni of the St. Joseph Public Library staff.

The standard formula, according to the American Library Association, for library operation is 67% salaries, 20% books and library material and 13% all other. Our income this year was spent as follows: 60% salaries; 21% books and 19% all other.

It is obvious that our 20 regular staff members and 19 part time employees deserve a better pay scale, one that will attract and keep qualified librarians.

It would be an advantage to the library system to have more regular full time people than to depend on so many employees who have limited time to give to their work.

Improvements

Interest from memorial funds provided new lighting, paint and carpeting in the public service areas and the librarian's office. This is the first major improvement of these rooms in over twenty years.

The Library Board received a letter of commendation from the St. Joseph Historical Society for restoring the stained glass dome to view.

Bequest

A friend of the library for many years, Mrs. A.B. McGlothlan, bequeathed \$70,000 to St. Joseph Public Library in her will. In addition, after all bequests are distributed, the library is to share the residue with Missouri Western State College.

Mrs. McGlothlan was a former President of the Runcie Club, of the YWCA and of the United Fund and one of the founders of and President of the Community Chest which became the United Fund. She served 9 years on the State Social Security Commission. She was very much interested in young adult education and served on that committee in the First Christian Church. She was also President of the American Medical Association Auxiliary.

Although these funds will not be available for many months and no plans have been made for their use, such a remembrance reinforces our faith in the public library as the place best suited to continuing education for young people and adults.

Gifts

Our thanks are due to the following clubs, businesses and organizations for their assistance during the year:

The Runcie Club	\$625.00
This brings their contributions to date since 1963, to \$8,032 for maintenance of the Constance Fauntleroy Runcie Memorial Collection of Art Reproductions and the Children's Gallery of Art	
The Altrusa Club	\$250.00
Elizabeth Prescott Club	\$75.00
Temple Adath Joseph Sisterhood	\$100.00
Eagles Women's Auxiliary	\$100.00
Women of the Moose	\$5.00
Carnegie Culture Club	Bicentennial flag for Carnegie Branch
J. C. Penny Company	Providing electricity for the bookmobile
60 books given as memorials by St. Joseph citizens	

Gifts (Continued)

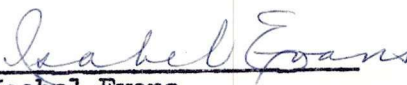
The St. Joseph New-Press and Gazette for their generosity in providing a daily visit by a reporter and the splendid news pictures of library activities.

KQTV and Grace Crawford for many television shows featuring books and library news

KKJO and Gregg Everett for the many public service commercials made by members of the staff publicizing library projects.

My deep personal gratitude to members of the Library Board for their awareness of library needs. Add to that the will to act on their beliefs, the result is participation in local government at its best. The committees which met with the Mayor and Council members on the Library Square question and their appearance and statement at a council meeting are witness to their serious concern for the library.

It has been a pleasure also to work with the congenial and cooperative staff.


Isabel Evans,
Librarian

BOARD OF DIRECTORS OF THE ST. JOSEPH PUBLIC LIBRARY

Mrs. Hugh A. Miner PRESIDENT	June 1, 1977 Term expires
Mr. Eldon Hutton FIRST VICE-PRESIDENT	June 1, 1977 Term expires
Reverend Martin Kabele SECOND VICE-PRESIDENT	June 1, 1975 Term expires
Mr. Leon Losh TREASURER	June 1, 1976 Term expires
Mr. Robert B. Chesney	June 1, 1975 Term expires
Mr. James H. Counts	June 1, 1976 Term expires
Mr. Melvin Goin	June 1, 1977 Term expires
Miss Anna Hague	June 1, 1976 Term expires
Monsignor Charles Nowland	June 1, 1975 Term expires

STAFF OF THE ST. JOSEPH PUBLIC LIBRARY AS OF MAY 1, 1975

LIBRARIAN Isabel Evans

CATALOG DEPARTMENT

Patricia Smith, Catalog Librarian
Alene Hoffsommer, Clerk-Typist
Molly Kelley, Library Page

CHILDREN'S DEPARTMENT

Lucy Ashley, Children's Librarian
Sylva Rego, Library Assistant
Vickie Heckel, Library Page
June Minnis, Library Page

CIRCULATION DEPARTMENT

Mary Ann Bibens, Acting Head of Circulation Department
Marilyn Bullock, Library Assistant
Debbie Grace, Library Page
Jeanne Hockaday, Library Page
Tina Sarris, Library Page
Robin Wilson, Library Page

CIRCULATION CONTROL

Karen Groce, Circulation Control Librarian
Cherie Borghoff, Library Page
Spring Hayes, Library Page

CUSTODIAN

Ray Sheffler
Brian Jones

OFFICE

Glenna Frakes, Secretary

ORDER DEPARTMENT

Christine Sunde, Order Librarian

REFERENCE

Doris Finley, Reference Librarian
Elizabeth Broom, Library Assistant
Diana Taylor, Library Assistant
Carmen Womack, Library Page

STAFF OF THE ST. JOSEPH PUBLIC LIBRARY AS OF MAY 1, 1975 (Continued)

BOOKMOBILE

Gale Logan, Bookmobile Librarian
Joan Embrey, Library Assistant
Sharon Canter, Bookmobile Page
Max Sheneman, Bookmobile Driver

CARNEGIE BRANCH LIBRARY

Josephine Plummer, Librarian
Alberta Wickam, Library Assistant
Mary Louise Kibbe, Library Page
Oscar Blair, Custodian

WASHINGTON PARK LIBRARY

Alyce Hougas, Librarian
Pat Fuson, Library Assistant
Sue Cook, Library Page
Jack Waldron, Custodian

1974 - 1975

INCOME:

City Budget	\$203,050.00	
	<u>1,410.00 *</u>	\$204,460.00
Cash Reserve Fund		
Bank Balance (April 30, 1974)	\$11,975.04	
Petty Cash Balance (April 30, 1974)	130.00	
State Aid	16,341.36	
Fines	6,790.88	
Non-Resident Fees	687.00	
Toothaker Monthly Service	600.00	
Toothaker Book Reimbursement	1,020.93	
Pay Telephone Collection	44.21	
Toothaker Annual Service Fee	1,500.00	
Refund	38.34	
Gifts	460.00	
Borchardt Transfer	5,500.00	
Miscellaneous	<u>2,754.62</u>	
		\$47,842.38

SUMMARY OF INCOME AND EXPENDITURES

Total Income:

City Fund	\$204,460.00	
Cash Reserve	<u>47,842.38 **</u>	
		\$252,302.38

Total Expenditures:

City Fund	\$203,436.71	
Cash Reserve	<u>44,518.25 **</u>	
		\$247,954.96

Balance on Hand, April 30, 1975

Bank Balance	\$3,194.13	
Petty Cash	130.00	
City Balance	<u>1,023.29</u>	
		\$4,347.42

* Money received from City's General Fund as partial reimbursement for cost of roof to Washington Park Branch Library

** Includes Borchardt Transfer

1974 - 1975

EXPENDITURES:

<u>Item</u>	<u>From City Appropriation</u>	<u>From Cash Reserve Fund</u>	<u>Total</u>	<u>Per Cent Of Total</u>
SALARIES	\$149,076.51	\$294.20	\$149,370.71	60.0%
BOOKS	24,555.96	15,780.18	40,336.14	16.3%
PERIODICALS	4,204.61	157.25	4,361.86	1.8%
BINDING		965.53	965.53	.4%
AUDIO-VISUAL	55.39	5,262.90	5,318.29	2.1%
EQUIPMENT		2,257.85	2,257.85	.9%
SUPPLIES		8,899.16	8,899.16	3.6%
HEAT	1,207.01		1,207.01	.5%
ELECTRIC	5,953.36		5,953.36	2.4%
TELEPHONE	1,549.37		1,549.37	.6%
INSURANCE		221.00	221.00	.1%
TRAVEL		1,365.71	1,365.71	.6%
REPAIRS	1,600.00*	2,040.44	3,640.44	1.5%
POSTAGE		2,152.97	2,152.97	.9%
MISCELLANEOUS		3,257.74	3,257.74**	1.3%
SERVICE CONTRACTS		1,462.91	1,462.91	.6%
MEMBERSHIPS & CHRISTMAS		400.41	400.41	.2%
FICA	9,418.75		9,418.75	3.8%
LAGERS	5,815.75		5,815.75	2.4%
	<u>\$203,436.71</u>	<u>\$44,518.25</u>	<u>\$247,954.96</u>	<u>100%</u>

*Reimbursement of \$1,410 received from General Fund for Washington Park Branch roof
 ** Includes Borchardt Transfer

EXPENDITURES GROUPED BY MAJOR CATEGORIES, WITH PERCENTAGES:

SALARIES	\$149,370.71	60%
BOOKS AND LIBRARY MATERIALS	\$50,981.82	21%
ALL OTHER EXPENSES	\$47,602.43	19%

BOOK CIRCULATION FOR 1974 - 1975

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	71,186	49,529	120,715	45,941	15,377	61,318	182,033
Carnegie	7,674	3,776	11,450	8,403	3,274	11,677	23,127
Washington Pk.	20,890	5,367	26,257	28,514	6,187	34,701	60,958
Bookmobile	23,231	6,672	29,903	54,926	17,771	72,697	102,600
TOTALS	122,981	65,344	188,325	137,784	42,609	180,393	368,718

BOOK CIRCULATION FOR 1973 - 1974

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	79,573	49,662	129,235	43,790	14,844	58,634	187,869
Carnegie	8,400	3,471	11,871	9,115	3,434	12,549	24,420
Washington Pk.	18,179	5,284	23,463	23,653	8,518	32,171	55,634
Bookmobile	22,132	6,225	28,357	57,168	16,519	73,687	102,044
TOTALS	128,284	64,642	192,926	133,726	43,315	177,041	369,967

	<u>1974 - 1975</u>	<u>1973 - 1974</u>
FILM CIRCULATION		
Number of films borrowed	1,962	1,539
Total attendance at film showings	65,627	53,716
PHONOGRAPH RECORD CIRCULATION		
Number of records borrowed	3,189	3,553
PICTURE CIRCULATION		
Number of pictures borrowed	2,357	1,945
REFERENCE QUESTIONS		
Number of reference questions	27,573	34,057
INTER LIBRARY LOANS		
Number of inter library loans	513	574
VACATION READING PROGRAM		
Number enrolled	351	559
JUVENILE LIBRARY VISITS		
Number attending	20,177	14,595
REGISTERED BORROWERS		
Number registered	12,467	12,454
*****	376,739	377,578
COMBINED TOTAL CIRCULATION (Books and non-book material)		

BOOK COLLECTION 1974 - 1975

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	21,740	85,641	107,381	5,334	10,361	15,695	123,076
Carnegie	2,609	5,161	7,770	2,041	3,376	5,417	13,187
Washington Pk.	5,240	6,572	11,812	3,705	3,776	7,481	19,293
Bookmobile	7,878	5,293	13,171	5,233	7,672	12,905	26,076
TOTALS	37,467	102,667	140,134	16,313	25,185	41,498	181,632

BOOKS ADDED 1974 - 1975

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	1,761	2,861	4,622	382	259	641	5,263
Carnegie	353	225	578	189	98	287	865
Washington Pk.	447	288	735	242	128	370	1,105
Bookmobile	889	414	1,303	336	190	526	1,829
TOTALS	3,450	3,788	7,238	1,149	675	1,824	9,062

New Titles 6,914 Added titles and replacements 2,148

BOOKS WITHDRAWN 1974 - 1975

	Adult Fiction	Adult Non-Fiction	Total Adult	Juvenile Fiction	Juvenile Non-Fiction	Total Juvenile	TOTAL
Central	1,350	983	2,333	411	156	567	2,900
Carnegie	382	369	751	245	115	360	1,111
Washington Pk.	533	116	649	534	328	862	1,511
Bookmobile	143	37	180	379	53	432	612
TOTALS	2,408	1,505	3,913	1,569	652	2,221	6,134

ALTRUSA MEMORIAL RECORD COLLECTION AND MUSICAL SCORES

Record Albums in collection as of April 30, 1974	2,062
Record Albums added 1974-1975	51
Record Albums withdrawn 1974-1975	10
Record Albums in collection as of April 30, 1975	2,103
Miniature orchestral scores	55
Opera scores	10

BOOK COLLECTION 1974 - 1975 REPORT (Continued)

CONSTANCE FAUNTLEROY RUNCIE MEMORIAL PICTURE COLLECTION

Total pictures in the collection as of April 30, 1974 (of this number 78 are in the juvenile dept.)	372
Total pictures added 1974-1975 (of this number 2 were juvenile)	13
Total pictures in the collection as of April 30, 1975	385

SCULPTURE

Total sculpture in collection as of April 30, 1975	15
Total sculpture added 1974-1975	15

MICROFILMS (Newspapers--Periodicals--Miscellaneous--Bound Magazines)

	April 30, 1974 April 30, 1974	Added 1974-1975	TOTAL
Newspaper Microfilms	884	16	900
Periodical Microfilms	1,824	157	1,981
Miscellaneous Microfilms	47	1	48
Bound Magazines	8,102	67	8,169
Government Documents	55,706	2,124	57,830
City Directories	141	-0-	141
Telephone Directories	146	1	147

LIBRARY DIRECTORY

Central Public Library

Tenth & Felix Streets

Hours:

Monday thru Friday
Saturday

9:00 am - 9:00 pm
9:00 am - 6:00 pm

Central Juvenile Department

Hours:

Monday thru Saturday

9:00 am - 6:00 pm

Telephone:

232-7729

232-7720

Reference

232-8151

Carnegie Branch Library

316 Massachusetts Avenue

Hours:

Monday thru Saturday

10:00 am - 6:00 pm

Telephone:

238-0526

Washington Park Branch Library Third and Market Streets

Hours:

Monday thru Saturday

10:00 am - 6:00 pm

Telephone:

232-2052

Bookmobile

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

Call Central Public Library for schedule
information.

232-7729 or 232-7720