

# ANNUAL LIBRARY REPORT FOR YEAR ENDING JUNE 30, 1922

To The University of the State of New York

Place Seneca Falls.

Name of library Myndene Library

If there are any questions which it is impossible to answer accurately, please do not leave a blank but give your best estimate, with a question mark before the number.

This report should cover the year ending June 30th, but if it is impossible to submit the facts as of that date give them for your own library year, clearly indicating the change wherever June 30th is printed on this blank.

Put an X after the one definition that most nearly describes your library. Check only one.

- 1 Free to public both for circulating books and for reference use.....**X**
- 2 Not a circulating library; is free to the public for reference use.....
- 3 Circulates books only to a limited circle or association of persons (such as students, club members, subscribers etc.) but is free to the public for reference use.....
- 4 Both circulating and reference use restricted to a limited circle or association of persons.....
- 5 Not a circulating library; reference use restricted to a limited circle or association of persons....

Is building where library is kept owned by library?.....yes..... Value of building and grounds \$.....

Number of branch libraries maintained.....none.....

Is it the usual practice to keep the library open for stated hours each week of the year?.....yes.....

[Indicate on page 3 any unusual closing due to special causes such as fuel shortage, etc.]

During what hours is the library open on

Sunday .....

Monday 2:5 - 7:9 P.m

Tuesday 2:5 - 7:9 p.m.

Wednesday 2:5 - 7:9 p.m.

Thursday 2:5 p.m.

Friday 2:5 - 7:9 b.m.

Saturday 2:5 - 7:9 p.m.

[State whether days or hours vary in summer and winter]

During July & August  
Mon. Wed. Friday  
7-9 p.m.  
Tuesday. Thurs. Sat.  
2-5 p.m.



	For adults	For children	Total
Number of bound volumes at beginning of year.....	4681	832	5513
Number of bound volumes added by purchase or binding.....	242	103	345
Number of bound volumes added by gift.....	14	3	17
Total.....	4937	938	5875
Subtract number of bound volumes lost or withdrawn.....	26	28	54
Total number at end of year.....	4911	910	5821

#### Rules for counting circulation

1 The circulation should be accurately recorded each day, counting one for each lending for home use of a bound volume, pamphlet or unbound periodical.

2 Renewals of volumes under library rules should also be counted, but no increase should be made because volumes are read by others or for any other reason.

3 In all cases volumes issued from library agencies (such as branches and deposit stations) for home use should be counted only according to their accurately recorded circulation from the agency, disregarding the act of sending them from the library to the agency and disregarding their use in the agency. But volumes issued by the library to a teacher or other individual or organization for the use of pupils or other persons may be counted as part of the library's circulation if no accurate record of the circulation of the books is kept and reported by the individual or organization which borrowed the books from the library. In no case should there be any estimation of circulation.

4 Volumes lent for pay (pay duplicate collection) should be reported separately in the space provided.

In these rules there is no intent to determine the policy of any library as to the manner or terms of circulation, but only to place the count on a uniform basis which will render comparison possible.

	Adults	Children	Total
Number of volumes of <i>fiction</i> lent free for home use.....	13425	6342	19767
Number of volumes of <i>nonfiction</i> lent free for home use.....	299	257	556
Number of <i>unbound</i> magazines lent free for home use.....	706	0	706
Total <i>free</i> circulation for home use.....	14430	6599	21029
Circulation from pay duplicate collection (if any).....	None	None	

Receipts from		Payments for	
Local taxation	\$ 1.00	Books	\$ 6.5997
State grants	1.00	Periodicals	76.40
Endowment funds	2.93573	Binding	213.02
Membership fees	46.	Salaries, librarian	720.
Fines	121	Salaries, assistants	59.
Gifts	0.	Salaries, janitor service	152.
Entertainments	0.	Rent	0.
Other sources	1980	Heat and light	30555.
[Give particulars of important items]		Permanent improvements	24454.
		Other expenses	14522.
Total	\$ 322253.	Total	\$ 257620.
Unexpended balance from previous year	\$ 40484.	Balance on hand	\$ 115122.
Grand total	\$ 372742.	Grand total	\$ 372742.



Number of new borrowers registered during the year.....413  
Total number of borrowers registered since 1906.....4510  
[Insert date when present borrowers list was begun]  
Number of newspapers and periodicals currently received.....41  
Do you make use of the State traveling libraries?.....yes  
Number of assistants to librarian.....1  
How many trustees does your charter provide for?.....7

State procedure followed in choosing trustees. Are they self-perpetuating? Elected by members of the corporation or library association? Appointed by the mayor, village board, town board or board of education? Elected by the legal voters at village, town or school district elections? If chosen in some other way, state the method.....

7 by members of  
Library association

If tax support is received, state whether it is derived from the city, village, town or school district .....

Name any outlying communities which your library serves by sending, at least once a year, a deposit collection of 25 or more volumes.....

#### Additional information

Here insert statement regarding changes in organizations, brief description of new rooms or building, increased facilities and any benefactions announced but not received, with names of givers and amounts, object and conditions of each gift, together with any other information useful for the summary of library progress printed in the report to the Legislature or as local notes in New York Libraries.



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