

Duplicate

Annual library report for year ending 30 June 1901

Laws of 1892, ch. 378, § 41. Every library or museum which receives state aid or enjoys any exemption from taxation or other privilege not usually accorded to business corporations shall make the report required by § 25 of this act, and such report shall relieve the institution from making any report now required by statute or charter to be made to the legislature, or to any department, court or other authority of the state. These reports shall be summarized and transmitted to the legislature by the regents with the annual reports of the state library and state museum.

Besides the libraries required by law to report, every library in the state having 200 or more volumes is earnestly requested to fill the same blank.

Regents ordinance. All annual reports shall be transmitted to the University on or before August 1 each year; the University year, for annual reports of institutions, shall close on June 30, unless permission is given to report for a year ending at some other date, in which case the report shall specify the exact dates covered.

The trustees of The Seneca Falls Library Ass'n
located in Seneca Falls, Seneca Co. N. Y.
report to the Regents of the University for the year ending June 30, 1901 :

Growth: vol. added during year 469 Given 263
Bought 206

Days open during year 305

Give as nearly as possible the number of days on which the library has been open. If only for part of the year, a note in the margin should explain in what months.

Size: total vol. in library 3832 catalogued
Include only bound volumes.

Use: vol. issued for home use 18150

Hours open each week for lending } 36 hours
" reading }

This should state entire circulation for the year. One book lent 10 times counts 10, not 1.

State number of hours required by the rules of the library. If there is no reading-room or accommodation for readers, put "0" in the line "for reading".

vol. issued for use at the library
(no record kept)

Receipts from ~~local taxation~~ \$
" state aid \$100.
" gifts and other sources 1050.13
Total \$1150.13

Payments for books \$ 159.14
" serials 51.10 } \$ 277.24
" binding 64
" salaries 164
" all other expenses 420.43
Total \$1061.67

Notes

If there are any questions which it is impossible to answer accurately, please do not leave a blank but give your best estimate. When questions do not apply or can not be answered definitely, do not leave a blank, but make clear by the following marks that answers are intentionally, not accidentally, omitted:

— drawn through heading means "does not apply to this institution".

O in place of answer means "none this year". ? in place of answer means "fact unknown".

? preceding an answer means "probably" or "approximately"; e. g. ?324 means "to the best of our knowledge and belief about 324".

If it is not practicable to give the facts for June 30, give them for your own date, clearly indicating the change wherever June 30 is printed in this blank.

Terms of use. Underscore the words that apply to your library:

Free to public for lending
Free to public for reference
~~Free to limited class; e. g. students, or inmates of an institution~~

Additional information

Here insert statements regarding changes in organization, brief description of new rooms or building, increased facilities and any benefactions announced but not received, with names of givers and amount, object and conditions of each gift, together with any other information useful for the summary of library progress printed in the regents report to the legislature.

In the past year we have opened up a new reference ^{room} and added a quantity of new shelves. Number of books added (and circulated) has largely increased.

(Sign)

Ellen L. Dicks.

Librarian

Affidavit. This report must be verified by oath of the presiding officer, either president of the institution or chairman of its trustees. The report should be read and approved by the trustees, but if this can not be done before August 1, it should be sent as soon as sworn to and read to the trustees afterward.

STATE OF NEW YORK

COUNTY OF Seneca } ss.

Geo. H. Cushing residing in Seneca Falls in said county, duly sworn, deposes and says that he is presiding officer of Seneca Falls Lib' Ass'n, that the foregoing report was prepared as directed on this sheet and he verily believes it to be in all respects true, and that an exact copy has been filed with the permanent records of the library.

Geo. H. Cushing
President of Seneca Falls Lib' Ass'n

Subscribed and sworn before me A. R. Palmer 1901

Notary Public