

ANNUAL LIBRARY REPORT FOR YEAR ENDED DECEMBER 31, 1926

To The University of the State of New York

Place Simsa Falls. New York.

Name of library Imogene

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.

Is it the usual practice to keep the library open for stated hours each of the 52 weeks of the year? Yes

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

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

During what hours is the library open on.

Sunday	<u>2-6 p.m.</u>	<u>During winter season</u>	<u>During July + August.</u>
Monday	<u>2-5 : 7-9 p.m.</u>		<u>7-9 p.m.</u>
Tuesday	<u>2-5 : 7-9 p.m.</u>		<u>2-5 p.m.</u>
Wednesday	<u>2-5 : 7-9 p.m.</u>		<u>7-9 p.m.</u>
Thursday	<u>2-5 p.m.</u>		<u>2-5 p.m.</u>
Friday	<u>2-5 : 7-9 p.m.</u>		<u>7-9 p.m.</u>
Saturday	<u>2-5 : 7-9 p.m.</u>		<u>2-5 p.m.</u>

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

	For adults	For children	Total
Number of bound volumes at beginning of year.....	5609	1211	6820
Number of bound volumes added by purchase or binding.....	241	118	359
Number of bound volumes added by gift.....	12	1	13
Total.....	5862	1330	7192
Subtract number of bound volumes lost or withdrawn.....	30	24	54
Total number at end of year.....	5832	1306	7138

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 fiction lent free for home use.....	11484	5700	17184
Number of volumes of nonfiction lent free for home use.....	1016	1539	2555
Number of unbound magazines lent free for home use.....	846	0	846
Total free circulation for home use.....	13346	7239	20585
Circulation from pay duplicate collection (if any).....			

Per
Volume
lost
1332

*Receipts from

Local taxation	\$.....	Books
State grants	102.00	Periodicals
Invested funds	3197.81	Binding
Membership fees	11.00	Salary, librarian
Fines	126.65	Salaries, assistants
Gifts		Salaries, janitor service
Entertainments	10253.55	Rent
Other sources	2.85	Heat and light
[Give particulars of important items on opposite page]	13693.86	Permanent improvements
		Other expenses

*Payments for

Books	\$.....	607.16
Periodicals	66.75	
Binding	144.54	
Salary, librarian	720.00	
Salaries, assistants	194.00	
Salaries, janitor service	152.00	
Rent	309.53	
Heat and light	72.54	
Permanent improvements	11491.50	
Other expenses	476.51	
Total	2743.03	14234.53

Total	\$.....	Balance on hand
Unexpended balance from previous year	1317.02	
Grand total	15010.88	

* Use the headings as given. Any items not provided for should be placed under "Other sources" and "Other expenses."

Number of new borrowers registered during the year.....290
 Total number of borrowers registered since December 31, 1923.....841
 Number of newspapers and periodicals currently received.....38
 Do you make use of the state traveling libraries?.....yes
 Number of assistants to librarian.....1. part time
 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.....Elected 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 organization, 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
 or as local notes in New York Libraries.

Trustees' names

[Signatures not necessary, but names of all the trustees should be given and years terms expire. Designate the officers and any ex officio members.]

	Term expires
F. L. Story Pres.	19 27
W. P. Ellsall. Secy	19 28
John C. Davis. Treas-	19 29
F. L. Medden	19 28
W. B. Clark	19 29
Charles M ^c Bride	19 37
Hamilton Garnsey	19 28
	19
	19
	19
	19
	19

Do not write in this margin

[Signed] Ellen F. Wickes 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 February 1st, it should be sent as soon as sworn to and read to the trustees afterward. In the absence of the president, the acting president should verify the report so that it may be forwarded without delay.

STATE OF NEW YORK

COUNTY OF

Succa

Frank L. Story

residing in

is presiding officer of

Mynders Library

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.

[Signed]

Frank L. Story

President of

Mynders Library

Subscribed and sworn to

before me

Jan. 25 1927