

Place Seneca Falls

Name of library Mynurse Library

Population 7313  
[Last census]

Date of founding 1891

ANNUAL LIBRARY REPORT FOR YEAR ENDED DECEMBER 31, 1929

To the New York State Education Department

Part 1

Is library open for stated hours each of the 52 weeks of the year? Yes

During what hours is the library open on

Sunday 3-6 p.m.  
Monday 2-5 7-9 p.m.  
Tuesday 2-5 7-9 p.m.  
Wednesday 2-5 7-9 p.m.  
Thursday 2-5  
Friday 2-5 7-9 p.m.  
Saturday 2-5 7-9 p.m.  
Total hours open each week

*During July & August*  
7-9 p.m. Mon  
2-5 p.m. Tues-  
7-9 p.m. Wed.  
2-5 p.m. Thurs.  
7-9 p.m. Fri.  
2-5 p.m. Sat.

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

Is the library a circulating library? Yes, a reference library? Yes, or both? Yes

Is the free use by the public of either circulation or reference departments restricted to a limited circle or association of persons (such as students, club members, subscribers etc.)? Circulation is restricted; reference use is restricted.

Is building where library is kept owned by library? Yes

Value of building \$.....

Value of grounds \$.....

Number of branch libraries maintained none

Number of subbranches maintained none

Number of stations maintained none

Number of newspapers and periodicals currently received 37

Do you make use of the state traveling libraries? Yes

Do you borrow from State Library to meet unusual demands? Yes

How many trustees does your charter provide for? 7

How are trustees chosen? 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

How many meetings have been held during the year? .....

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

Tax of \$..... for 1929 voted by.....

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

| Place | Population | Volumes sent, 1929 |
|-------|------------|--------------------|
| ..... | .....      | .....              |
| ..... | .....      | .....              |
| ..... | .....      | .....              |

### Additional Information

*Here insert statement regarding changes in organisation, brief description of new rooms or buildings, increased facilities and any benefactions announced but not received, with names of givers and amounts, objects 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 |
|-----------------------|--------------|
| J. L. Story Pres.     | 19 30        |
| W. P. Arnold Secy     | 19 31        |
| J. C. Davis Treasurer | 19 32        |
| J. F. Madden          | 19 31        |
| W. B. Clark           | 19 32        |
| Charles Mc Bride      | 19 30        |
| Hamilton Jarnsey      | 19 31        |
|                       | 19           |
|                       | 19           |
|                       | 19           |
|                       | 19           |
|                       | 19           |

Do not write in this margin. 1929

[Signed] ..... 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 ..... } ss.

..... residing in  
 ..... in said county, duly sworn, deposes and says that he  
 is presiding officer of....., 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] .....  
 President of.....

Subscribed and sworn to  
 before me.....1930

.....

Annual Report Part 2

Place *Seneca Falls* County *Seneca Co.* Library *Seneca Falls*

|   |                         |   |                                       |   |                                      |   |   |   |                                 |   |                                    |   |                                       |   |  |   |  |    |                                    |
|---|-------------------------|---|---------------------------------------|---|--------------------------------------|---|---|---|---------------------------------|---|------------------------------------|---|---------------------------------------|---|--|---|--|----|------------------------------------|
| 1 | Put totals here<br>7313 | 2 | 8183                                  | 3 | 25798                                | 4 | 2934                                      | 5 | 3940.23                         | 6 | ✓                                  | 7 | 3177.41                               | 8 | 873.84   | 9 | 1094.50                                      | 10 | (Same as 81 below)                 |
|   |                         |   | VOLUMES IN LIBRARY (Same as 15 below) |   | TOTAL CIRCULATION (Same as 21 below) |   | NONFICTION CIRCULATION (Same as 18 below) |   | TOTAL INCOME (Same as 44 below) |   | INCOME FROM TAX (Same as 36 below) |   | TOTAL EXPENDITURES (Same as 60 below) |   | EXPENDITURES FOR BOOKS, PERIODICALS AND BINDING (Same as 46+47+48 below) |   | EXPENDITURES FOR SALARIES (Same as 49 below) |    | COST OF SERVICE (Same as 81 below) |

Book Stock

|    |   |      |      |      |
|----|---|------|------|------|
| 11 | Number of bound volumes at beginning of year.....         | 1327 | 1509 | 7836 |
| 12 | Number of bound volumes added by purchase or binding..... | 278  | 125  | 403  |
| 13 | Number of bound volumes added by gift.....                | 0    | 0    | 0    |
| 14 | Total.....  | 6605 | 1634 | 8239 |
| 15 | Subtract number of bound volumes lost or withdrawn.....   | 34   | 22   | 56   |
| 16 | Total number at end of year.....                          | 6571 | 1612 | 8183 |
|    | Total number of non-fiction at end of year..              | 2002 | 427  | 2429 |

Use and Circulation

For rules for counting circulation see Direction sheet, II

|    |   |       |      |       |
|----|---|-------|------|-------|
| 17 | Number of volumes of fiction lent free for home use.....    | 16143 | 5854 | 21997 |
| 18 | Number of volumes of nonfiction lent free for home use..... | 1902  | 1532 | 2934  |
| 19 | Number of unbound magazines lent free for home use.....     | 867   | 0    | 867   |
| 20 | Other circulation (pictures, photos, maps).....             |       |      |       |
| 21 | Total free circulation for home use.....                    | 18912 | 7386 | 25798 |
| 22 | Circulation from pay duplicate collection (if any).....     |       |      |       |

Registration

For rules for registration see Direction sheet, III

|    |   |              |
|----|---|--------------|
| 23 | Number of borrowers registered during the year..... | 376          |
| 24 | Total number of registered borrowers.....           | 2016         |
| 25 | Registration period (Direction sheet, III:2).....   | Dec 31, 1926 |

BOOK STOCK Per Capita and Percentage Figures

|    |  |       |
|----|--|-------|
| 67 | Volumes per capita of population served (Divide 2 by 1).....                         | 1.11  |
| 68 | Volumes added per capita (Divide 12+13 by 1).....                                    | 0.55  |
| 69 | Per cent children's books are of total book stock (Direction sheet, IV:1).....       | 19    |
| 70 | Per cent nonfiction is of total book stock (Divide 16 by 15).....                    | 29    |
| 71 | Circulation per capita of population served (Divide 3 by 1).....                     | 3.52  |
| 72 | Circulation per capita of registered borrowers (Divide 3 by 24).....                 | 12.79 |
| 73 | Per cent nonfiction circulation is of total circulation (Divide 18 by 21).....       | 11    |
| 74 | Per cent children's circulation is of total circulation (Direction sheet, IV:2)..... | 27    |
| 75 | Per cent of total population registered (Divide 24 by 1).....                        | 26    |

FINANCE

|    |  |       |
|----|--|-------|
| 76 | Total income per capita of population served (Divide 5 by 1).....                | 5389  |
| 77 | Total expenditure per capita of population served (Divide 7 by 1).....           | 4344  |
| 78 | Tax per capita of population assessed (Divide 6 by latest population).....       | 0.344 |
| 79 | Per cent of expenditures for salaries (Divide 9 by 7).....                       | 0.312 |
| 80 | Per cent of expenditures for books, periodicals and binding (Divide 8 by 7)..... | 1.141 |
| 81 | Expenditure per volume of circulation (Divide 7 by 3).....                       |       |

STAFF AND SERVICE

|    |  |       |
|----|--|-------|
| 82 | Number of professional staff.....  |       |
| a  | Per cent that are college graduates.....   | 96.00 |
| b  | Per cent that are one-year library school graduates.....   | 1080  |
| 83 | Salary of librarian.....   |       |
| 84 | Training of librarian.....   |       |
| a  | General education: 4 years' high school; ..... years' college  |       |
| b  | Library school or agency: ..... weeks' summer library school; ..... weeks' training class; ..... years' library school |       |
| c  | Certificate held .....; expiration date.....   |       |
| 85 | Hours open (Direction sheet, V: 1-2).....; hours required of staff (Direction sheet, V: 3).....                        |       |
| 86 | Branches open.....   |       |

FINANCIAL REPORT

Permanent Funds

(Direction sheet, VI)

|    |  |    |   |
|----|--|----|---|
| 26 | Amount of endowment funds.....                                 | \$ | ✓ |
| 27 | Receipts of money for endowment in the current year.....       |    | ✓ |
| 28 | Expenditure from principal.....                                |    | ✓ |
| 29 | Balance .....  |    |   |
| 30 | Amount of building funds.....                                  |    | ✓ |
| 31 | Receipts of money for building funds in the current year ..... |    | ✓ |
| 32 | Expenditure from building fund principal.....                  |    | ✓ |
| 33 | Balance .....  |    |   |
| 34 | Other permanent funds.....                                     |    |   |
| 35 | Total of all permanent funds on hand.....                      | \$ |   |

Operating Account

RECEIPTS FROM

PAYMENT FOR

|    |  |            |   |
|----|--|------------|---|
| 36 | Local taxation.....                        | \$         | ✓ |
| 37 | State grants .....                         | 100.00     |   |
| 38 | Income from invested funds.....            | 3654.00    |   |
| 39 | Membership fees.....                       | 27.00      |   |
| 40 | Fines .....                                | 145.60     |   |
| 41 | Gifts for current expenses.....            |            | ✓ |
| 42 | Entertainments .....                       |            | ✓ |
| 43 | Other sources .....                        | 13.63      |   |
| 44 | Total .....                                | 3940.23    |   |
|    | <i>Invested Principal</i>                  | 2039.25    |   |
|    | Unexpended balance from previous year..... | 1712.57    |   |
| 45 | Grand total.....                           | \$ 7692.05 |   |

Library Staff

|    |                                 |           |
|----|---------------------------------|-----------|
| 62 | Number of library staff         |           |
|    | ..... full time, .....          | part time |
| 63 | Number of janitors and cleaners |           |
|    | ..... full time, .....          | part time |

BOOKS, PERIODICALS AND BINDING

|          |   |           |
|----------|---|-----------|
| 46       | Books .....                               | \$ 715.64 |
| 47       | Binding and re-binding.....               | 103.05    |
| 48       | Periodical subscriptions .....            | 55.15     |
| SALARIES |   |           |
| 49       | Salaries of librarian and assistants..... | 1094.50   |

MAINTENANCE

|    |   |        |
|----|---|--------|
| 50 | Rent .....  |        |
| 51 | Wages for janitors, cleaners etc.....                           | 207.00 |
| 52 | Heat .....  | 315.52 |
| 53 | Light .....   | 118.65 |
| 54 | Building supplies .....   |        |
| 55 | Repairs and alterations.....                                    |        |
| 56 | Expenditures for extraordinary and permanent improvements ..... | 520.22 |

LIBRARY SUPPLIES, EQUIPMENT ETC.

|    |   |            |
|----|---|------------|
| 57 | Library supplies .....                      | 47.68      |
| 58 | Printing, publications, publicity.....      |            |
| 59 | Miscellaneous expenses .....                |            |
| 60 | Total .....                                 | 3177.41    |
|    | Balance on hand.....                        | 534.64     |
| 61 | Grand total <i>Principal Invested</i> ..... | \$ 3980.00 |
| 61 | Grand total Reference Use .....             | 7692.05    |

If statistics of reference use are kept, give below:

|    |   |  |
|----|---|--|
| 64 | Volumes in reference collection .....                       |  |
| 65 | Number of persons using library for reading and study ..... |  |
| 66 | Number of volumes consulted .....                           |  |