

lass

Place Seneca Falls, New York. Name of library Mynderse

Population 6371 Date of founding 1891.

ANNUAL LIBRARY REPORT FOR YEAR ENDED DECEMBER 31, 1933

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

Winter schedule
(inclusive dates **Sept.-June**)
Sunday
Monday **2-5 p.m. 7-9 p.m.**
Tuesday " "
Wednesday
Thursday **2-5 p.m.**
Friday **2-5 p.m. 7-9 p.m.**
Saturday

Total hours open each week **27 hrs.** in winter, 15 hrs. in summer.

If days or hours vary in summer or winter give both time schedules

Summer schedule

(inclusive dates **July, Aug.**)
Sunday **7-9 p.m.**
Monday **7-9 p.m.**
Tuesday **2-5 p.m.**
Wednesday **7-9 p.m.**
Thursday **2-5 p.m.**
Friday **7-9 p.m.**
Saturday **2-5 p.m.**

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 not} {is not}

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 **41**

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? **Seven**

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 trustees' meetings have been held during the year? **12**

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

Tax of \$..... for 193 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, 193

.....
.....
.....

Additional Information

Here insert statement regarding history, celebrations, changes in organization, 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. Please inclose press clippings, programs, pamphlets etc. relating to the above items.

Beginning Jan 1, 1933, the Browne System was discarded in favor of the Newark system. New book pockets name plates, date slips and book cards were placed in all books. Reregistration was also begun at this time. Each borrower was required to fill out an application card and a complete alphabetical and numerical record was originated. Also a new type of borrower's card was introduced.

In January, 1933, the Board of Trustees voted to limit the circulation to one book on each person's card and only two books to a family at a time. Later, upon request of the Librarian, this was amended to permit a wider circulation of nonfiction. At present, with each book of fiction, a reasonable amount of nonfiction may be included. As a result of this new ruling, the total circulation has dropped from 44,351 to 32,677. In view of the fact that the circulation was not limited during the preceding year, these figures speak for themselves.

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
Fred L. Story, President	19
John C. Davis, Treasurer	19
Wilmot P. Elwell, Secretary	19
Frederick J. Medden	19
Charles McBride	19
Elmer C. Wayne	19
Hamilton Garnsey	19
	19
	19
	19
	19

[Signed] Margareta Clark Morris 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

ss.

COUNTY OF

..... 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 193

STATISTICAL REPORT FOR THE YEAR ENDING

December, 1933.

Annual Report Part 2
Place: Montgomery

County: Saint Louis

NONFICTION CIRCULATION

EXpenditures FOR BOOKS, PERIODICALS AND BINDING

(Same as 76+77+78 below)

EXpenditures FOR SALARIES (Same as 79 below)

COST OF SERVICE

(Same as 41 below)

10

INCOME FROM TAX

(Same as 64 below)

1

TOTAL EXPENDITURE (Same as 92 below)

1

BOOK STOCK

27

Per Capita and Percentage Figures

28

29

30

31

32

33

34

35

NONFICTION CIRCULATI-

ON

19 below)

15 below)

19 below)

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

15

16

17

18

19

20

21

22

23

24

25

26

16

17

18

19

20

21

22

23

24

25

26

17

18

19

20

21

22

23

24

25

26

18

19

20

21

22

23

24

25

26

19

20

21

22

23

24

25

26

20

21

22

23

24

25

26

21

22

23

24

25

26

22

23

24

25

26

23

24

25

26

24

25

26

25

26

26

27

27

28

29

29

30

30

31

31

32

33

33

34

34

35

35

36

36

37

37

38

38

39

40

41

42

43

44

44

45

46

46

47

48

49

50

51

52

53

54

55

56

57

58

59

60

61

62

63

64

65

66

67

68

69

70

71

72

73

74

75

76

77

78

79

80

81

82

83

84

85

86

87

88

89

90

91

92

93

94

95

96

97

98

99

100

101

102

103

104

105

106

107

108

109

110

111

112

113

114

115

116

117

118

119

120

121

122

123

124

125

126

127

128

129

120

121

122

123

124

125

126

127

128

129

120

121

122

123

124

125

126

FINANCIAL REPORT

(Direction Sheet, VII)

Invested Funds		
47	Amount of endowment funds, January 1,	\$ V
48	Income from endowment funds..... V
49	Income from endowment funds added to principal.. V
50	Gifts and bequests received during year V
51	Amount of endowment funds, December 31, V
Building Funds		
52	Amount of building fund, January 1,	\$ P
53	Income from building fund..... P
54	Gifts and bequests received during year..... P
55	Expenditure for new building.....	\$ V
56	Expenditure for permanent improvements..... V
57	Amount of building fund, December 31, V

Other Funds

58	Amount of such funds, January 1, V
59	Income from such funds..... V
60	Additions to such funds..... V
61	Expenditure from such funds..... V
62	Amount of such funds, December 31, V
63	Total of all invested funds, December 31,	\$ V

Operating Account

RECEIPTS FROM		PAYMENT FOR
64	Local taxation	\$ V
65	State grants V
66	Income from invested funds.....	\$ 2,639.41
67	Interest on deposits..... V
68	Membership fees 9.00
69	Fines, charges, sales..... 57.41
70	Gifts for current expenses..... V
71	Entertainments V
72	Other sources 10.00
73	Total	\$ 2,715.82
74	Unexpended balance from previous year	\$ 1,316.08
75	Grand total	\$ 4,031.90

76	Books	\$ 634.26
77	Binding and rebinding..... V
78	Periodical subscriptions 18.00
79	Salaries of librarian and assistants..... V
80	Pensions and retirement allowance..... V
81	Rent V
82	Wages for janitors, cleaners etc..... 204.00
83	Heat, power and water..... 273.64
84	Light V
85	Building supplies V
86	Repairs and alterations V
87	Telephone, travel and transportation..... V
88	Insurance V
89	LIBRARY SUPPLIES, EQUIPMENT ETC.	
90	Library and office supplies 111.87
91	Printing, publications, publicity V
92	Total ordinary expenses	\$ 3050.93
93	Balance on hand 980.97
94	Grand total	\$ 4031.90

Library Staff

95	Number of professional and clerical staff
a	Professional: full time, part time
b	Clerical: full time, part time
96	Number of janitorial staff: full time, part time

Reference Use

97	If statistics of reference use are kept, give below:
98	Number of persons using library for reading and study
99	Number of volumes consulted