

1942

Place Seneca Falls Name of library Mynderse
Name of librarian Margaret Clarke Merriam Date appointed 1931
Population served 6443 Date of founding 1891
Location: Street address 31-33 Fall St.
Government unit or district of support: (underline) city, county, town, school district, village,
other _____

ANNUAL LIBRARY REPORT FOR YEAR ENDED DECEMBER 31, 1942.

To the New York State Education Department

Part 1

Library Hours

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 <u>Sept. - June</u>)	Summer schedule (inclusive dates <u>July - August</u>)
Sunday	Sunday
Monday <u>2-5 p.m. - 7-9 p.m.</u>	Monday <u>7-9 p.m.</u>
Tuesday " " " " " "	Tuesday <u>2-5</u>
Wednesday " " " " " "	Wednesday <u>7-9</u>
Thursday <u>2-5 p.m.</u>	Thursday <u>2-5</u>
Friday <u>2-5 p.m. - 7-9 p.m.</u>	Friday <u>7-9</u>
Saturday " " " " " "	Saturday <u>2-5</u>
Total hours open each week <u>28 hrs. in Winter, 21 hrs. in Summer</u>	
List holidays on which library is entirely closed <u>The legal holidays New York State observes.</u>	

Terms of Use

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.

Library Buildings

Is building or buildings where library is kept owned by library? Yes
 Number and value No. Material Size
 of buildings ... \$. Area of grounds
 Value of grounds \$.

Agencies — Branches

Number of branch libraries maintained.....
 a In library buildings.....
 b In schools
 c Others
 Number of subbranches maintained.....
 a In schools
 b Others
 Number of stations maintained.....

Other Agencies

How many book automobiles does the library operate for circulation?.....
 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, 19
<u>We supply the rural schools with books of fiction and non-fiction, as well as reference material. The teachers are responsible for these books which they exchange at two week intervals.</u>		
		Total agencies.....

Library Board

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 or public appropriation of \$..... for current year, of \$..... for next year, voted by.....

Are appointments to staff made under Civil Service? No

Do you make use of the state traveling libraries? Yes

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

What are the best elements or characteristics of your library?

An attractive location on the shore of a small lake, a comfortable, light, airy building, an excellent book collection for a library of comparable size, and a friendly, welcoming atmosphere.

In what respects is the library least adequate or in greatest need of improvements?

A separate Children's Room. Additions to history collection.

How has the library improved during the year in respect to:

Book collection

An unusual number of valuable gifts. Rebinding completely up-to-date

Staff

Handicapped This year by absence of the librarian due to a serious automobile accident in July 1949. Assistants carried on capably, with generous co-operation from Library Trustees.

Community relations

Excellent. Usual co-operation with Scouts, Women's Clubs, Churches, P.T.A. and other organizations.

Cooperation with school library and other libraries

Also excellent. Our librarian and The High School Librarian work together on many projects, including The Parent-Teacher Corner and The Victory Book Drives.

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. Please inclose press clippings, programs, pamphlets and photographs of library activities. Use separate sheets as needed.

In December, 1942, Margaret Clark Merriam resigned as Librarian to join her husband, Lieutenant Donald Merriam who is serving with U. S. armed forces. The Board of Trustees presented Mrs. Merriam with a check for fifty dollars and a letter containing an expression of gratitude on behalf of the Library in recognition of U. S. courteous and efficient service rendered to the Library and its patrons during the twelve years of her service.

Mrs. Merriam's successor is Mrs. Robert D. Weind of Geneva Falls, whose cultural and educational background will be a tremendous asset to Wyandover Library. Mrs. Weind assumed her duties on January 1st 1943.

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.....
Henry W. Kesh, Secretary Pro-Tem	19.....
Frederick J. Medden	19.....
Wilmot P. Elwell (inactive)	19.....
Elmer C. Wayne (deceased)	19.....
	19.....
	19.....
	19.....
	19.....
	19.....
	19.....

[Signed] Wm. J. Clark 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 Seneca

} ss.

Fred L. Story residing in
Seneca Falls in said county, duly sworn, deposes and says that he
 is presiding officer of Myndus 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]

President of

Fred L. Story
Myndus Library

Subscribed and sworn to

before me FEB - 5 1943 19

J. M. Green

Notary Public Seneca County, N. Y.
 Commission expires March 30 1943

Place Seneca FallsCounty SenecaLibrary Mynderse

1	2	3	4	5	6	7	8	9	10
Total Population of Places Served by Library including Branches etc. (Dir. sheet I)	Volumes in Library (Same as 26 below)	Total Circulation (Same as 15 below)	Adult Nonfiction Circulation (Same as 11 below)	Total Income (Same as 76 below)	Income from Tax (Same as 67 below)	Total Expenditure (Same as 96 below)	Expenditures for Books, Periodicals and Binding (Same as 79+80 +81 below)	Expenditures for Salaries (Same as 82+82a+83 below)	Cost of Service (Same as 45 below)
<u>6443</u>	<u>11009</u>	<u>34095</u>	<u>4193</u>	<u>289146</u>	<u>500.00</u>	<u>2478.27</u>	<u>394.20</u>	<u>1488.40</u>	

Use and Circulation

For rules for counting circulation see Direction sheet, I

- 11 Number of volumes of adult non-fiction lent free for home use....
- 12 Number of volumes of adult fiction lent free for home use....
- 12a Number of volumes of children's books lent free for home use....
- 13 Number of unbound magazines lent free for home use....

Other circulation	Grand total
	<u>34095</u>
	<u>912</u>

23 2647

Registration

For rules for registration see Direction sheet, III

- 17 Number of borrowers registered during the year. Total
- a Adult..... b Juvenile..... c Young adult.....
- 18 Total number of registered borrowers. Total
- a Adult..... b Juvenile..... c Young adult.....
- 19 Registration period (Direction sheet, III:2) check: Borrowers file now being revised.
- 1....., 2....., 3..... Other..... or revised yearly.....
- 20 Number of nonresident borrowers included above.....
- 21 What fee is charged nonresident borrowers?.....

Book Stock

- 22 Number of bound volumes at beginning of year.....
- 23 Number of bound volumes added by purchase or binding.....
- 24 Number of bound volumes added by gift.....

- 25 Subtract number of bound volumes lost or withdrawn.....

- 26 Total number at end of year....
- 27 Total number of adult nonfiction at end of year.....
- 28 Total number of adult fiction at end of year.....

- 29 Number of newspapers currently received.....
- 30 Number of periodicals currently received.....

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Per Capita and Percentage Figures (Use decimals)

BOOK STOCK

- 31 Volumes per capita of population served (Divide 2 by 1).....
- 32 Volumes added per capita (Divide 23+24 by 1).....
- 33 Per cent children's books are of total book stock (Direction sheet, IV:1).....
- 34 Per cent adult nonfiction is of total adult book stock (Divide 27, column 1, by 26, column 1).....

CIRCULATION

- 35 Circulation per capita of population served (Divide 3 by 1).....
- 36 Circulation per capita of registered borrowers (Divide 3 by 18).....
- 37 Per cent adult nonfiction circulation is of total adult circulation (Divide 11, column 1, by 15, column 2).....
- 38 Per cent children's circulation is of total circulation (Direction sheet, IV:2).....
- 39 Per cent of total population registered (Divide 18 by 1).....

FINANCE

- 40 Total income per capita of population served (Divide 5 by 1).....
- 41 Total expenditure per capita of population served (Divide 7 by 1).....
- 42 Tax per capita of population assessed (Divide 6 by latest population).....
- 43 Per cent of expenditures for salaries (Divide 9 by 7).....
- 44 Per cent of expenditures for books, periodicals and binding (Divide 8 by 7).....
- 45 Expenditure per volume of circulation (Divide 7 by 3).....

STAFF AND SERVICE

- 46 Number of professional staff.....
- a Per cent that are college graduates.....
- b Per cent that are one-year library school graduates.....
- c Vacation allowance: Librarian..... Professional staff.....
- 47 Salary of librarian.....
- 48 Training of librarian (Direction sheet, V)
- a General education:..... years' high school;..... years' college
- b Library school or agency:..... week institutes;..... weeks' summer library school;..... weeks' training class;..... years' library school
- c Certificate held.....; expiration date.....

- 49 Hours open (Direction sheet, VI:1-2)..... hours required of staff (Direction sheet, VI:3).....

FINANCIAL REPORT

(Direction Sheet, VII)

A Invested Funds Account

Endowment Funds	
50 Amount of endowment funds, January 1,	\$.....
51 Income from endowment funds.. \$.....	
52 Income from endowment funds added to principal..	
53 Gifts and bequests received during year.....	
54 Amount of endowment funds, December 31,	
Building Funds	
55 Amount of building fund, January 1,	
56 Income from building fund.... \$.....	
56a Income added to principal.....	
57 Gifts and bequests received during year.....	
58 Expenditure for new building.....	
Other Funds	
61 Amount of such funds, January 1,	
62 Income from such funds..... \$.....	
62a Income added to principal.....	
63 Additions to such funds.....	
64 Expenditure from such funds.....	
65 Amount of such funds, December 31,	
66a Total capital funds receipts.....	
66b Total capital funds expenditures.....	
66c Total of all invested funds, December 31,	\$.....

B Operating Account

Receipts from		Payments for	
Local taxation or appropriation.....		BOOKS, PERIODICALS AND BINDING	
67	\$ 500.00	79 Books	\$ 271.58
68		80 Binding and rebinding.....	70.72
69		81 Periodical subscriptions	51.90
70			394.20
71			
72			
73			
74			
75			
76			
77			
78			
Interlibrary Loans		SALARIES ETC.	
99		82 Salaries of librarian and library staff.....	1488.60
100		82a Salaries of building maintenance staff.....	
101		83 Pensions and retirement allowance.....	
Library Staff		MAINTENANCE	
a Professional:	part time	84 Rent	
b Clerical:	part time	85 Wages for janitors, cleaners etc.....	204.00
c Other:	part time	86 Heat, power and water.....	238.69
102		87 Light	
103		88 Building supplies	42.98
104		89 Repairs and alterations.....	
105		90 Telephone, travel and transportation.....	
		91 Insurance	
		92 Other operating expenses.....	38.18
Reference Use		LIBRARY SUPPLIES, EQUIPMENT ETC.	
If statistics of reference use are kept, give below:		93 Library and office supplies.....	101.62
Volumes in reference collection		94 Printing, publications, publicity.....	
Number of persons using library for reading and study		95 Miscellaneous expenses	
Number of volumes consulted		96 Total ordinary expenses	2478.27
		97 Balance on hand	1855.43
		98 Grand total	4333.70