

Class

Type

PART I

ANNUAL LIBRARY REPORT FOR YEAR ENDED DECEMBER 31, 1949

To the New York State Education Department

New York State Library

Division of Library Extension

Place Seneca Falls, N.Y. Name of library Mynderse
 County Seneca Name of librarian Ruth A. Merrill
 Population served 6452 Village Date appointed Jan. 1, 1943
 Area served (as Town, Village, City, School District, County) Village

Read General Directions on pages 15 and 16. One copy should be filled out and attested and returned to the Division of Library Extension by February 15, 1950. The Second copy should be filed in your library as a permanent record.

LIBRARY HOURS

Winter Schedule

(Inclusive dates Sept. 1 to July 1)

Summer Schedule

(Inclusive dates July - Sept. 1)

Sunday <u>0</u>	Sunday <u>0</u>
Monday <u>2-5 + 7-9 P.M.</u>	Monday <u>7-9 P.M.</u>
Tuesday <u>2-5 + 7-9 P.M.</u>	Tuesday <u>2-5 P.M.</u>
Wednesday <u>2-5 + 7-9 P.M.</u>	Wednesday <u>7-9 P.M.</u>
Thursday <u>2-5 P.M.</u>	Thursday <u>2-5 P.M.</u>
Friday <u>2-5 + 7-9 P.M.</u>	Friday <u>7-9 P.M.</u>
Saturday <u>2-5 + 7-9 P.M.</u>	Saturday <u>2-5 P.M.</u>

Average number of hours open per week.....

Note exceptions or variations to the above Legal holidays observed in N.Y. State

AGENCIES — BRANCHES

Number of registered branch libraries maintained.....	No. <u>0</u>
a In library buildings.....	No. <u>0</u>
b In schools	No. <u>0</u>
c Others	No. <u>0</u>
Number of other agencies maintained.....	No. <u>0</u>
a In schools	No. <u>0</u>
b Others	No. <u>0</u>
Number of bookmobiles.....	No. <u>0</u>

1949

FINANCIAL REPORT—(Include all departments and branches)
Operating Account

RECEIPTS	CODE	ACTUAL RECEIPTS
*Local taxation or appropriation.....	120	\$ 231 59 ✓
Contracts with taxing units for library service.....	130	✓
State grants	140	✓
Income from invested funds..... 1796.77 + 1024.04	150	2820 81 ✓
Interest on deposits.....	151	✓
Membership fee	160	12500 ✓
Fines, charges, sales..... 16047 + 100 + 4.00	170	16547 ✓
Gifts for current expenses.....	171	✓
Rentals of books, films etc.....	172	6163 ✓
Other sources	180	✓
Total receipts	190	340450
Unexpended balance from previous year.....	110	183584
(balance as reported 1948 report, X91)		
Grand total	199	\$ 524034
* Also enter sources and amounts on next page.		
EXPENDITURES		EXPENDITURES
BOOKS, PERIODICALS AND BINDING ETC.		
Books for regular collection.....	210	\$ 51902 - ✓
Books for rental collection.....	220	✓
Binding and rebinding.....	230	11716 - ✓
Periodicals	240	13670 - ✓
Total amount expended for films (purchase \$..... rental \$.....)	250	✓
Records	260	✓
Total	299	77288 ✓
SALARIES		
Salaries for librarian and library staff..... 258130 + 1140.00	310	139830 - ✓
Pensions and retirement allowances.....	320	
Total	399	139830 ✓
MAINTENANCE AND OPERATION		
Rent	410	✓
Wages for maintenance staff, janitors, cleaners etc.....	420	36000 - ✓
Heat, light and water.....	430	31793 - ✓
Building supplies	431	925 - ✓
Repairs and alterations..... new heater	432	105530 - ✓
Telephone, travel and transportation.....	433	✓
Insurance	440	6500 - ✓
Other operating expenses.....	450	✓
Total	499	180748 ✓
LIBRARY SUPPLIES, EQUIPMENT ETC.		
Library and office supplies.....	510	4955 - ✓
Equipment	520	4996 - ✓
Printing, publications, publicity.....	530	
Miscellaneous expenses..... Service 200.00 accident 7.04	540	20704 ✓
Total	599	30655 ✓
Total all ordinary expenses.....	X90	428521 ✓
Balance on hand, December 31, 1949.....	X91	95513
Total and balance.....	X99	\$ 524034

INVESTED FUNDS ACCOUNT
(See Directions page 16)

INVESTED FUNDS	CODE																			
Amount of all invested funds January 1, 1949.....	610	\$																		
Income from invested funds.....	650																			
Additions to invested funds during year.....	660																			
Expenditures from invested funds.....	670																			
Amount of invested funds, December 31, 1949.....	699																			

Indicate below the sources and amounts of local taxation or appropriation. Indicate the unit by name, population and the amount received from each unit.

UNIT	NAME OR DISTRICT NUMBERS	POPULATION OF UNIT	AMOUNT OF TAX
County			
Town			
Village <i>Village</i>	<i>Seneca Falls</i>	<i>6452</i>	<i>231.59</i>
School District			
City			

REGISTRATION

	CODE	
Total number of adult borrowers, January 1, 1949.....	710	<i>2017</i>
Total number of adult borrowers registered during year.....	720	<i>192</i>
(*Total number of adult nonresident borrowers registered during year) (Included in item 720 above)	721	<i>3</i>
Subtract total number of adult borrowers withdrawn during year.....	730	<i>120</i>
Total number of adult borrowers, December 31, 1949.....	740	<i>2089</i>
<i>+ ya</i> Total number of juvenile borrowers January 1, 1949.....	750	<i>759</i>
<i>+ ya</i> Total number of juvenile borrowers registered during year.....	760	<i>110</i>
(*Total number of juvenile nonresident borrowers registered during year) (Included in item 760 above)	761	
<i>or</i> Subtract total number of juvenile borrowers withdrawn during year.....	770	<i>53</i>
Total number of juvenile borrowers, December 31, 1949.....	780	<i>816</i>
Total number of registered borrowers, December 31, 1949.....	799	<i>2905</i>

* Indicate fee charged \$.....*\$2.00*.....

Indicate registration period*3*..... years.

BOOK STOCK

		CODE	NUMBER OF BOOKS						
BOOK STOCK JANUARY 1, 1949									
Adult fiction on hand January 1, 1949.....	810					3	8	2	0
Adult nonfiction on hand January 1, 1949.....	811					4	2	5	4
Total number of adult books on hand January 1, 1949.....	812					8	0	7	4
Juvenile books on hand January 1, 1949.....	813					1	8	0	9
Total number of volumes on hand January 1, 1949.....	819					9	8	8	3
PURCHASES									
Adult fiction added by purchase in 1949.....	820						1	0	5
Adult nonfiction added by purchase in 1949.....	821							8	4
Total adult books added by purchase in 1949.....	822						1	8	9
Juvenile books added by purchase in 1949.....	823						1	3	7
Total number added by purchase in 1949.....	829						3	2	6
GIFTS									
Adult fiction added by gift in 1949.....	830							4	1
Adult nonfiction added by gift in 1949.....	831							3	0
Total number of adult books added by gift in 1949.....	832							7	1
Juvenile books added by gift in 1949.....	833							0	0
Total number added by gift in 1949.....	839							7	1
WITHDRAWALS									
Adult fiction withdrawn in 1949.....	840						1	0	4
Adult nonfiction withdrawn in 1949.....	841							9	6
Juvenile books withdrawn in 1949.....	842							2	6
Total number withdrawn in 1949.....	849						2	2	6
*BOOK STOCK DECEMBER 31, 1949									
Total number of adult fiction books on December 31, 1949.....	850					3	8	6	2
Total number of adult nonfiction books on December 31, 1949.....	851					4	2	7	2
Total number of adult books on December 31, 1949.....	852					8	1	3	4
Total number of juvenile books on December 31, 1949.....	853					1	9	2	0
Total number of volumes in book collection on December 31, 1949.....	859					1	0	0	5
NEWSPAPERS, PERIODICALS ETC.									
Number of adult newspapers received currently.....	860								4
Number of juvenile newspapers received currently.....	861								0
Total number of newspapers received currently.....	862								4
Number of adult periodicals received currently.....	863							1	5
Number of juvenile periodicals received currently.....	864								4
Total number of periodicals received currently.....	869							1	9

* Add purchases and gifts to total number of volumes on hand January 1, 1949 and subtract withdrawals.

CIRCULATION FOR HOME USE	CODE	NUMBER CIRCULATED
ADULT		
Adult nonfiction lent.....	910	977
Adult fiction lent.....	911	4806
Total adult books lent.....	919	5783 ✓
JUVENILE		
Juvenile nonfiction lent.....	920	504
Juvenile fiction lent.....	921	4106
Total juvenile books lent.....	929	4610 ✓
FILMS AND RECORDS		
Adult films lent.....	930	0
Juvenile films lent.....	931	0
Total films lent.....	939	0
Adult records lent.....	940	0
Juvenile records lent.....	941	0
Total records lent.....	949	0
PERIODICALS AND PAMPHLETS		
Unbound adult periodicals and pamphlets lent.....	950	574
Unbound juvenile periodicals and pamphlets lent.....	951	52
Total periodicals and pamphlets lent.....	959	626 ✓
Total circulation of other materials.....	960	0
TOTALS		
Total free circulation (include all totals above).....	991	11019 ✓
Total circulation from rental collection.....	992	911 ✓
Grand total circulation.....	999	11930 ✓
INTERLIBRARY LOANS		
Total number of books and other materials borrowed from other libraries.....	010	8
Total number of books and other materials lent to other libraries.....	020	0

(Full-time and Part-time)

TOTALS

* This information may be submitted on separate typewritten sheets if preferred. Please place (✓) before name if individual is a member of a Retirement System.

Trustees

- 1 How many trustees does your charter provide for? nine
- 2 How are trustees chosen? Elected by members of Syracuse Library
- 3 How many trustees' meetings have been held during the year? ten

List trustees

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

Name	Home address	Term expires
Stewart M. Clark	Seneca Falls N. Y.	June 1 1950
John E. Davis	" " "	" 1 1950
Willard W. Eastman	" " "	" 1 1950
Henry W. Koch	" " "	" 1 1951
James McLeomb	" " "	" 1 1951
Vacancy (Fred L. Story deceased)	" " "	" 1 1951
Robert J. Howland DDS	Seneca Falls N. Y.	" 1 1952
Fred J. Medden	" " "	" 1 1952
Warren E. Wormuth	" " "	" 1 1952
		19

[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

Subscribed and sworn to

before me 19.....

DO NOT FILL IN

Per Capita and Percentage Figures

BOOK STOCK

Volumes per capita of population served.....

Volumes added per capita.....

Per cent juvenile books are of total book stock.....

Per cent adult nonfiction is of total adult book stock.....

CIRCULATION

Circulation per capita of population served.....

Circulation per capita of registered borrowers.....

Per cent adult nonfiction circulation is of total adult circulation

Per cent juvenile circulation is of total circulation.....

Turnover of book collection.....

Per cent of total population registered.....

FINANCE

Total income per capita of population served.....

Total expenditure per capita of population served.....

Tax per capita of population assessed.....

Per cent of expenditures for salaries.....

Per cent of expenditures for books, periodicals and binding

Expenditure per volume of circulation.....

Progress

1. New gas heating plant installed
2. Twenty five new shelves installed in stacks
3. Five lights in process of installation
4. More extensive and more varied bulletin board displays
5. Successful adult program for annual meeting in June with active participation of housewives and a good attendance of members of library group.
6. Successful Book club program
 - (1) Book Contest - 30 pupils of 5th gr. ability from public sch.
 - (2) Dress parade of book characters 15 children from public sch.
 - (3) Story and ^{from new bk} preview of a secret story from new bk. List Librarian
7. Thirty-one new members added to regular library group
8. From delinquent borrowers
9. More prompt payment of fines.
10. Increasing use of reader shelf.
11. ~~Increase in circulation of all books & periodicals~~ (1948-12953)
(1949-11930)
12. Plans for exhibition of Boy Scout book in library during B.S. week now being worked out.
13. Visits from 2 groups of Brownie Scouts