Annual Report of the
Eau Claire Public Library

Eau Claire, Wis. June 30, 1901
LIBRARY BOARD, 1900-1901.

W. J. STARR, President.
W. K. COFFIN, Vice President.
C. W. LOCKWOOD, Secretary.

C. A. BULLEN, MRS. H. C. PUTNAM,
M. S. FRAWLEY, C. W. LOCKWOOD,
C. H. INGRAM, O. C. GROSS,
F. H. L. COTTEN, ALFRED CYPREANSEN.

STANDING COMMITTEES, 1900-1901.

LIBRARY.

M. S. FRAWLEY, MRS. H. C. PUTNAM, C. W. LOCKWOOD.

ROOMS.

C. H. INGRAM, O. C. GROSS, F. H. L. COTTEN.

FINANCE.

W. K. COFFIN, C. A. BULLEN, ALFRED CYPREANSEN.

BERTHA M. BROWN, Librarian to June 30, 1901.

ELLEN D. BISCOE, Librarian.
JESSIE F. HOYT, Assistant.
NAN MACLEOD, Assistant.
Report of the Board of Directors.

To the Honorable, the Mayor and Common Council of the City of Eau Claire:

HERewith in accordance with the Statute, the Board of Directors of the Eau Claire Public Library submit for your consideration the Annual Report for the year ending June 30th, 1901.

Our Library is now so well organized, and its work so well understood that there seems little need of calling attention to the more fundamental matters that have, in former years, occupied much of our report.

The growth of the Library, both in its number of readers and in general usefulness, is to us very satisfactory. This growth is not phenomenal or unnatural, but has come as the result of an increasing appreciation in the community of the possibilities of a well equipped public library, both as an educational force and as a source of wholesome recreation.

It has been the policy of our Board to help and supplement, so far as possible, the work of our public schools, and this has led to a very great use of the library rooms by school children of all ages. So great has this use become that it now seems imperative to have a properly-equipped room for the use of children under the age of fourteen years; a place where such younger students can find their own papers and magazines, and on whose shelves will be kept the books suited to their use, and where their own studies, interests and ambitions are properly appreciated and directed. The High School students, who, for the most part, use a maturer class of books, will be expected to come to the main library, as heretofore.

It was hoped by the Board that such a children's room might be arranged in the building where our library is now located, but such an arrangement has been found impracticable, so that we must get a suitable room outside but near at hand. Fortunately,
the liberal offer of the State Library Commission to help us in this
new work, by giving us for the next year a large part of the time
and experience of their trained Children's Librarian, will much
simplify the undertaking; as well as assure its success. All of our
people should feel thankful to our excellent State Commission for
this practical recognition of the importance of this work with the
children. With the smaller children thus provided for, and under
skilled care, the main library room will certainly be much quieter,
and will furnish an added incentive to its free use by adult readers.

The branch libraries, established in two of our remote wards
during the past year, seem to be a success, and to meet the needs of
many people, too busy or, as yet, too little interested, to come to the
main library. These branches have added practically nothing to
the expense of operating the library, though naturally their main-
tenance has involved an added burden of work and responsibility
uppon our already busy librarian.

Your attention is called to the very sensible discussion of
these important points in the Librarian's Report, which follows.

It is not the wish of this Board to in any wise burden our
citizens with the maintenance of an unnecessarily expensive library
but it is very plain to us that our present needs are beyond our past
year's appropriation, and we must ask your serious consideration of
the facts shown in the Report of our Finance Committee.

To give the Library its best efficiency to the now large num-
ber of readers will require the addition of one thousand dollars to
our present appropriation.

(Signed) WILLIAM J. STARR,
President of the Board of Directors.

1st September, 1901.
Librarian's Report.

To the Board of Directors, of the Eau Claire Public Library:

HEREWITH is submitted the report of the Librarian for the year ending 30th June, 1901.

The Library has had a successful year and the outlook is bright for the next year. Each year, the Library comes into closer touch with the life of the community, and this close relation to the Public is its foundation for work. The Library is the reference-room for the student; the place from which the workman draws his recreation, and the treasure-house of all the wonderful unknown things for the child. It stands as a reserve force behind the schools and the club. In the Library, the youth makes his first attempt at original work; there, he finds not the few books, selected by the teacher, but a store-house of knowledge that he must sift and weigh for himself.

In the Library, the child learns to respect the rights of his fellows: all are welcome, but all must conform to the rules of quiet and order. Cleanliness is insisted upon, and hands as well as books must bear inspection. The child has a greater pleasure, and gets more inspiration from the clean book that he handles with hands free from marble stains.

Better care of the books should be urged on all our readers, even some of our more constant adult readers. The books belong to the City and no one has a right to disfigure what is public property. The Library should be a social center, bright and attractive and a gathering place for all who wish to study or read; but it is not to be made a substitute for the social life of the home, and must never become an excuse to spend an evening away from home. The Branch Libraries and the Children's Department, both of which are outlined farther along, will do much to overcome the difficulties of the reading-room.

GROWTH.

The custom of making a fixed monthly appropriation for new books has been continued during the year. Each month a list
of books has been made according to the needs of the Library at the
time. Each list containing books needed to make more useful the
various departments, as well as a selection of the newest books, and
books for the children.

That the books may best serve the Public, all patrons of the
Library are encouraged to hand in names of books that seem to them
desirable. The list covering these books receive the first attention
of the Book Committee, and are of great value in determining the
popular demand.

The shelf space has been increased by the addition of one
new stack. This new stack occupies all the available shelf space,
without infringing on the reading-room space.

The statistics of growth during the past year are, as follows:

<table>
<thead>
<tr>
<th>Number of volumes added by purchase</th>
<th>1197</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Of which 70 volumes were purchased with Lecture Fund).</td>
<td></td>
</tr>
<tr>
<td>Number of volumes added by gift</td>
<td>208</td>
</tr>
<tr>
<td>Government documents received</td>
<td>274</td>
</tr>
</tbody>
</table>

Total number of additions: 1673

Books withdrawn during year: 147
Books missing at inventory: 32

Total number withdrawn: 179

Total number of books in Library June 30, 1900: 10619
" " " " " " " 30, 1901: 12045

Total number pamphlets: 719

Registration.

Number of readers registered June 30, 1900: 6033
" " " " " June 30, 1901: 4158

In explanation, it may be said that a complete re-registration
was made during the past year, which accounts for the seeming
decrease in the number of readers. A new registration is neces-
sary at stated intervals in order to weed out the readers who have
moved from the city, or ceased to draw books.
CIRCULATION.

Circulation for year ending June, 1901.................................................. 50477

Circulation in different classes:

<table>
<thead>
<tr>
<th>Class</th>
<th>Adult</th>
<th>Juvenile</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Works</td>
<td>146</td>
<td>18c</td>
</tr>
<tr>
<td>Philosophy</td>
<td>251</td>
<td>25</td>
</tr>
<tr>
<td>Religion</td>
<td>252</td>
<td>147</td>
</tr>
<tr>
<td>Sociology</td>
<td>385</td>
<td>127</td>
</tr>
<tr>
<td>Philology</td>
<td>30</td>
<td>14</td>
</tr>
<tr>
<td>Science</td>
<td>537</td>
<td>455</td>
</tr>
<tr>
<td>Useful Arts</td>
<td>515</td>
<td>110</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>565</td>
<td>331</td>
</tr>
<tr>
<td>Literature</td>
<td>1870</td>
<td>759</td>
</tr>
<tr>
<td>History</td>
<td>1103</td>
<td>520</td>
</tr>
<tr>
<td>Travel</td>
<td>785</td>
<td>624</td>
</tr>
<tr>
<td>Biography</td>
<td>384</td>
<td>608</td>
</tr>
<tr>
<td>Fiction</td>
<td>21475</td>
<td>16149</td>
</tr>
</tbody>
</table>

Shawtown Branch.

Circulation, 15th Feb.—30th June, 1901 .............................................. 375

Ninth Ward Branch.

Circulation, 1st April—30th June, 1901 ............................................. 600

CATALOGING.

Number of books catalogued......................................................... 900
Number of cards written............................................................. 3526

BINDING.

Number of books sent to the bindery.............................................. 425
Number of periodicals bound....................................................... 326
Total..................................................................................... 751

The larger part of the periodicals bound were to complete imperfect sets. The library has now a very good working set of bound magazines which form an important part of our reference material. Many of our periodicals have come from the Clearing House of the Wisconsin Free Library Commission, and from Mr. F. A. Hutchins, a valuable gift of 39 volumes of the Electric Magazine.

A list of the periodicals to be found in the reading-room will appear at the end of the report.

BRANCH LIBRARIES.

Our City has taken advantage of its two rivers by building as much as possible along their shores. This gives the City much
more length than width, and means that outlying wards are situated at considerable distance from the business center.

Upon investigation it was found that very few of the people in these more remote wards were regular patrons of the Library. It was too far to walk or to send children, and they would rather do without books. We were at a loss as to what to do until the Wisconsin Free Library Commission offered to send a case of books to be used as a branch of the Library. This small Library was placed at "Shawtown" (the 4th Ward) in the home of Miss Lydia Newton. From the first it was a great success, for the people were eager to read, but had really had no library privileges. Much credit is due to Miss Newton, who gave her time and interest to the work and who is largely responsible for its success.

After a few weeks, the people of the 9th Ward asked that they, too, might have a branch. Now this is what the library had hoped for, as it showed that there was a need for books that had not been filled. Seventy-five dollars, which had been set aside for one monthly list for the Main Library, was turned into books for the 9th Ward. This was supplemented by gifts from the Library Commission and the Sunday School Library of the Second Congregational Church. The Library was popular beyond our hopes, and the number of juvenile books was found inadequate. A number of our business men came to our rescue, and gave enough to make the collection suitable for the present demand. Many of the people in the 9th Ward were glad to help, and secure shelfroom in the drug store of Mr. Lee, cor Madison and Bellinger Sts. Mr. Ballard has since taken charge of the store and extends to us the same courtesy. The volunteer librarians, Mrs. Hodge and Miss Bell, have taken the whole responsibility of the Branch, and to them we owe a large measure of its prosperity.

We hope this is but the beginning of greater things. The ideal will be a branch in every part of our City that is so far from the Library that people go without books rather than walk to the Main Library for them. The branches mean as much for the children as for the adult readers. Children are best cared for when they are nearest home. When a distance is to be covered between the home and the library, the greater is the temptation to stay out on
the streets, and, unfortunately, the Library is often made an excuse to hang about town.

JUVENILE DEPARTMENT.

No part of the Library work is of greater importance than the work with the children, and to do the best work a special room is desirable. The child comes to the library, free from the restraint of the school-room, and eager to have what interests him most in a children’s room, away from the atmosphere of the older readers. The child will confide to the librarian his likes and dislikes and may be led to the books best suited to his taste. The children’s room belongs to him, and he takes a pride in keeping the books in order, and quiet in the room. The children’s room is the place to bring his collections of stamps, stones, etc., and find the other boy interested in the same things. Drawing, wood-work, and other exhibits, stimulate the children to do better work. Not only is the room needed for the good of the child, but because of the overcrowded condition of our Library. The seating capacity of our present reading-room is taxed to the uttermost to provide seats, and, as the children come first, the older people are often actually driven away. We cannot afford to lose our hold on the children, nor can we afford to allow them all the space to the discomfort of older readers.

We have this year a rare opportunity which offers a solution of our difficulty. The Wisconsin Free Library Commission has offered to the Library the services of a children’s Librarian who will undertake the management of a children’s department, the only expense to this Library being the rent and furnishing of a suitable room. Surely our Board will find means to avail ourselves of this offer, which means so much to both children and adults.

BERTHA MOWER BROWN,
Librarian.

Report of Finance Committee of the Board of Directors of the Eau Claire Public Library for the year ending June 30, 1901.

RECEIPTS.

July 1, 1900—

Balance in City Treasury ............................................. $ 43.51
Appropriation .................................................................. 3500.00
Fines and sundry receipts .................................................. 124.78

$ 3688.29

DISBURSEMENTS.

Salaries ........................................................................... $ 1520.54
Books ............................................................................ 870.63
Binding and Repairs .......................................................... 416.80
Papers and Magazines ..................................................... 245.25
Light—9 months .............................................................. 122.85
Stationery and Supplies .................................................... 154.15
Rent—6 months ............................................................... 37.50
Furniture and Fixtures ..................................................... 111.30
Annual Report .................................................................. 37.50

June 30, 1901—Balance in City Treasury ......................... $ 352.85

$ 3668.29

Referring to our report for the year ending June 30, 1900, we make the following comparative table:

<table>
<thead>
<tr>
<th>Expended for</th>
<th>1899-9</th>
<th>1899-1900</th>
<th>1900-1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>$1510.76</td>
<td>$930.45</td>
<td>$580.30</td>
</tr>
<tr>
<td>Binding and Repairs</td>
<td>336.18</td>
<td>456.11</td>
<td>510.80</td>
</tr>
<tr>
<td>Papers and Magazines</td>
<td>199.30</td>
<td>219.00</td>
<td>245.25</td>
</tr>
<tr>
<td>Furniture and Fixtures</td>
<td>104.19</td>
<td>136.88</td>
<td>111.30</td>
</tr>
</tbody>
</table>

$1810.76  $1686.45  $1703.98

The above expenditures are all for the enlargement or betterment of the Library, but it will be seen that while the cost of Binding and Repairs and Papers and Magazines has increased from year to year the amount available for new books has as constantly decreased.
We respectfully submit the following estimate of expenses for the Library Year of 1901-1902.

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$1600.00</td>
</tr>
<tr>
<td>Lighting—15 months</td>
<td>$182.75</td>
</tr>
<tr>
<td>Papers and Magazines</td>
<td>$250.00</td>
</tr>
<tr>
<td>Binding and Repairs</td>
<td>$500.00</td>
</tr>
<tr>
<td>Stationery and Supplies</td>
<td>$200.00</td>
</tr>
<tr>
<td>Furniture and Fixtures</td>
<td>$750.00</td>
</tr>
<tr>
<td>Rent—18 months</td>
<td>$93.75</td>
</tr>
<tr>
<td>Children's Room</td>
<td>$325.00</td>
</tr>
<tr>
<td>Sundries</td>
<td>$95.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3500.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Books</td>
<td>$1800.00</td>
</tr>
<tr>
<td></td>
<td>$900.00</td>
</tr>
<tr>
<td></td>
<td><strong>$2700.00</strong></td>
</tr>
</tbody>
</table>

There has been, and must continue to be, a small increase each year in the cost of maintaining the Library, and we have added something to our estimate this year to cover the cost of establishing and maintaining a Children's Room. We have made a very careful estimate and are sure that we cannot do the work that ought to be done for any less than $3500.00, and we cannot keep the Library up to its present standard with any less than $1500.00 for new books.

Respectfully submitted,

W. K. COFFIN,
Chairman Finance Committee.

September 1, 1901.
List of Magazines and Newspapers.

Monthlies.

American Amateur Photographer 
Arena.
Art Interchange.
Art Journal.
Atlantic Monthly.
Birds and all Nature.
Book-buyer.
Bookman, The 
Century.
Charities Review.
Chautauquan.
Christian Science Journal. (Gift)
Cosmopolitan.
Critic.
Cumulative Index.
Current Literature.
Current History.
Eclectic Magazine.
Education.
Educational Review.
Engineering Magazine.
Fortnightly Review.
Forum.
Harper's Bazaar.
International Studio, The

Kindergarten Magazine.
Kodak. (Gift)
Library Journal.
Literary News.
Little Folks.
McClure's Magazine.
Missionary Review.
Munsey.
Music.
New England Magazine.
Nineteenth Century Magazine.
North American Review.
Otis Library Bulletin.
Our Dumb Animals.
Over Land Monthly.
Popular Science Monthly.
Providence Public Library-Bulletin.
Public Libraries.
Recreation.
Review of Reviews.
St. Nicholas.
Scientific American.
Scribner's Magazine.

Weeklies.

Acker und Gartenbau (Gift)
Bloomer Advance. (Gift)
Dial.
Electrical Engineer.
Epworth Herald. (Gift)

Fliegende Blätter.
Folkebladet (Gift)
Forest and Stream.
Gazette. (Gift)
Great Round World.
WEEKLIES—Continued.

Harper's Weekly.
Illustrated London News.
Independent.
Journal of Education.
Leslie's Weekly.
Life.
Lumberman. (Gift)
Lutheran. (Gift)
Living Age.
Montreal Witness.
Nation.
New York Tribune.
New York Times, Saturday Ed.
Outlook.
Public Opinion.
Publisher's Weekly.
Puck.
Reform. (Gift)
Scientific American.
Scientific American Supplement
Ueber Land und Meer.
Union Signal.
Youth's Companion.

Dailies.

Chicago Chronicle.
Chicago Inter-Ocean.
Chicago Record-Herald.
Daily Telegram.
Evening Free Press.
Evening Wisconsin.
Eau Claire Leader.
Milwaukee Sentinel.
Minneapolis Journal.
New York Sun. (Gift)
New York Tribune. (Gift)
St. Paul Dispatch.
St. Paul Globe.
St. Paul Pioneer Press.
Skandinaven.
Superior Leader.
Wisconsin State Journal.
List of Donors.

Acker, Finley.
Adriance Public Library, Poughkeepsie, N. Y.
Alber, Mrs. Charles.
Apprentices' Library Co., Phil.
Atkinson, H. M.
Cambridge Public Library.
Chicago Public Library.
Christian Science, S. S.
Coffin, W. K.
Craig, Alexander.
Culver, Howard L.
Davis, D. R.
Detroit Public Library.
De Yo, Burt E.
Eau Claire Free Press.
Eau Claire High School, Seniors.
Eau Claire Leader.
Evanston Public Library.
Forbes Public Library, Northampton, Mass.
Galloway, W. K.
Hayden, Mrs. Florence.
Hoyt, Jessie F.
Hutchins, F. A.
John Hopkins University.
Kansas City Public Library.
Kepler, S. S.
Library Co. of Phila.
Lockwood, C. W.
Lutheranean.
McGrath, Mrs. H. J.

Menomonie Times.
Miller, W. F.
Milwaukee Public Library.
Minneapolis Public Library.
Montclair Public Library.
New Britian Institute.
N. Y. Central Railroad.
N. Y. State Library.
North Adams Public Library.
Otis Library, Norwich, Conn.
Owen, John S.
Owen, Mrs. John S.
Peoria Public Library.
Philadelphia Free Library.
Pratt Institute.
Putnam, Mrs. H. C.
Remington, C. L.
Robertson, Mrs. George.
Rowe, William.
St. Louis Mercantile Ass'n.
Salem Public Library.
Schlegelmilch, H. F.
Scranton Public Library.
Second Congregational Church.
Sedalia Public Library (Mo).
Smith, Miss Adelaide.
Starr, W. J.
Weekly Herald.
Wheeler, George B.
Wis. Free Library Commission.
Wis. Insurance Commission.
Wis. Society of Colonial Wars.
Wis. State Historical Society.
Wisconsin University.
Reports from Libraries.

Boston, Mass., Public Library.
Cambridge, Mass., Public Library.
Dayton, Ohio, Public Library.
Detroit, Mich., Public Library.
Enoch Pratt Library, Baltimore, Md.
Evanston, Ill., Free Library.
Free Public Library of Newark, N. J.
Hartford, Conn., Public Library.
John Crerar Library, Chicago, Ill.
Milwaukee, Wis., Public Library.
Minneapolis, Minn., Public Library.
Montclair, N. J., Public Library.
Newberry Library, Chicago, Ill.
New York State Library, Albany, N. Y.
Otis Library, Norwich, Conn.
Peoria, Ill., Public Library.
Pratt Institute Free Library, Brooklyn, N. Y.
Public Library, North Adams, Me.
Racine, Wis., Public Library.
St. Louis, Mo., Public Library.
St Paul, Minn., Public Library.
Salem, Mass., Public Library.
Scranton, Pa., Public Library.
Syracuse, N. Y., Central Library.
Rules of the Eau Claire Public Library.

The Library will be open daily except on Sundays and legal holidays:
The Library is free to all, and every one while in the room is privileged to use the books, magazines and papers.
That those who use the Library may not have their attention distracted, it is necessary for every one to be as quiet as possible, hence any disturbance or extended conversation is forbidden.
Every resident of Eau Claire is entitled to draw books and will receive a card for this purpose when he has filled out the registration blank.
Non-residents may draw books by paying one dollar a year for the privilege and by securing a guarantor’s signature; transients may have the same privilege after depositing a sum sufficient to cover the value of books borrowed.
Every person is entitled to two cards, one of these cards being restricted to works other than fiction.
Teachers may have in addition to the regular cards, a special teacher’s card for school work.
Books may be retained by the borrower two weeks, and may be renewed for one week if the book is returned for that purpose or if the borrower’s card and the name of the book is given. A book cannot be renewed when there is a reserve upon it.
If a reader wishes to have a book reserved for him, he will pay one cent for a "reserve postal card" which will be sent to him when the book comes in. A book thus reserved will not be held more than two days, after that period it will be loaned to the next applicant in regular order.
Books will not be exchanged from one card to another unless the books and cards are returned to the Library.
One book cannot be exchanged for another book on the same day it is taken.
A fine of two cents a day will be charged on every book kept beyond the period for which it is loaned. In the payment of fines two volumes of the same work will be considered as one book.
For the convenience of borrowers we grant the following privilege: A card bearing a fine may be used once before the payment of the fine, but the fine must then be paid before a second book can be drawn.
All injuries to books in excess of ordinary wear and tear shall be paid for by the one who holds the book at the time of injury. All injuries not reported by the borrower shall be considered as occurring while in his possession.
Books lost or so seriously injured as to be unfit for use shall be paid for by the borrower.