LIBRARY BOARD, 1901-1902.

W. J. STARR, President.
W. K. COFFIN, Vice President.
C. W. LOCKWOOD, Secretary.
C. A. BULLEN, MRS. H. C. PUTNAM, M. S. FRAWLEY,
C. H. INGRAM, O. C. GROSS,
F. H. L. COTTEN, ALFRED CYPREANSEN.

STANDING COMMITTEES, 1901-1902.

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.

ELLEN D. BISCOE, Librarian.
JESSIE F. HOYT, Assistant.
MARY E. COFFIN, Assistant.
Report of the Board of Directors.

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

The Board of Directors of the Eau Claire Public Library submits the following report of its administration of the library's affairs for the year ending June 30th, 1902.

During the past year there have been some interruptions to the continuity of our library work by several important changes and experiments and the work of the library has been somewhat hindered by the prevalence of small-pox and other contagious diseases, which necessitated the fumigation and closing of the library at different times, and also by the change in the method of taking care of the smaller children who use the library.

When it was decided a year ago that the present library room was too small to accommodate all of the children and the adult users of the library as well, the Board determined to rent other rooms as near to our present quarters as possible and fit up such outside rooms for the use of the children in the lower school grades. We found, however, by experience during the severe winter that we were not able to make these rooms as comfortable or as attractive as they should have been, and probably the circulation of juvenile books has been affected by these adverse conditions, although we were very much helped in the inauguration of the new work in the children's room by the presence and active cooperation of Miss Brown, of the State Library Commission, who gave a number of weeks of very efficient work to the children before she was called to Madison.

The difficulty of caring properly for children in rooms away from the main library, and the limitations that we find in our present library quarters, have made it very evident to the Board that a new building, expressly planned for library purposes, should be
built in this city as soon as possible and, fully knowing the needs and possibilities of our library work here, all the members of the Board were greatly pleased when it was finally announced that Mr. Andrew Carnegie had decided to give the City forty thousand dollars for the erection of a free public library building, upon the condition that the City furnish a suitable site for such building and appropriate annually the sum of at least four thousand dollars. This offer was accepted by the Common Council and Mr. Carnegie duly notified of the acceptance. Thereupon the Board of Directors of the Library, in accordance with the authority entrusted to them by law, selected what they thought to be the most suitable site—all things being carefully considered—for the new library building and, having received from the owner of the property in question, a written offer to sell the land to the City for the sum of seven thousand dollars, accepted such offer and entered into a contract with him for the purchase of the lots in question and the removal of the buildings therefrom.

Unfortunately there have been some delays in the matter of getting the library building under way, so that the actual work of erection has not yet been begun, but we strongly hope that everything may be so arranged within the next few weeks that the foundations may soon be begun and the building advanced well toward completion before winter over-takes us.

We find that a very beautiful stone building, and one entirely suited to our purposes, can be built within the sum of Mr. Carnegie’s generous gift—that is, forty thousand dollars. So many libraries of this character have been put up in various parts of the country during the past few years that a great deal has been learned by architects and builders as to the best results to be obtained in such buildings for a given sum of money, and we, therefore, feel confident that we can build with this sum a much more convenient, and even handsomer building than could have been put up a few years ago at the same cost.

When this building is completed, it will solve a great many of the harder problems that we have had to contend with in our present quarters and will provide, not only pleasant and convenient accommodations for adult readers, but will give the children of all
ages excellent opportunities for reading and study, and besides should furnish to those who are temporarily idle, or who are passing through our City, a place of resort which will be free from all objectionable features. We, as a Board, know that we can make the new Library a great attraction to the City and we ask the hearty cooperation of the Mayor and Common Council in pushing forward the work.

In the Librarian's Report, which follows, will be found a detailed treatment of the different branches of the library work during the past year, and we commend this report, as well as the report of the Finance Committee, to your careful attention.

Until such time as we can get into our new library building, the work will be the same as last year and the expenses similar. It would seem, therefore, that the appropriation had best be fixed at the same sum as last year, as it is not the wish of the Library Board to ask for any larger appropriation until such time as work is fully begun in the new building.

WILLIAM J. STARR,
President of the Board of Directors.

1st August, 1902.
Librarian's Report.

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

EREWITH is submitted the report of the Librarian for the year ending June thirtieth, 1902.

The year just completed marks an epoch in the history of the Eau Claire library. It has been a period of rejoicing mingled with anxiety. Throughout the year the work of the library has been handicapped by the prevalence of smallpox. Four weeks at one time and one week at another the library was closed, and even when open the public has been fearful of using the books. As would be expected, the closing of the library and the fear of contagion have had a detrimental effect upon the circulation.

For the first time in its history the library has opened a children's room. This has added much to the running expenses, but has more than paid for itself in the greater quiet which became possible for the Main Library and the increased opportunities given for special work with the children.

The cause for greatest rejoicing was the promise of a new library building from Mr. Carnegie. The present quarters given us by Mr. Ingram are exceedingly pleasant, but have become too small for the accommodation of the library books or the people who use them. There is no room for the children and the necessity of having the Library divided, part in one building and part in another, multiplies work and expense. Therefore, while we shall always cherish the memories of the light and attractive room of the Ingram Block, we are none the less looking forward to a building that is large enough for all our needs and that will give us an opportunity for making the Library more than ever a center of helpfulness to the community.

During the winter, an attempt was made to increase interest in good reading. A number of people in the City were asked to write articles for the Evening Telegram on such subjects as the
following: "The Relation of the Business Man to Literature," "The Place of Fiction," "The Best Books," and so forth. These articles were interesting and helpful, and the time and thought spent upon them by the contributors were appreciated.

**GROWTH.**

The Eau Claire Library, in common with other Libraries of the country, has felt the effect of the recent law of the American Publishers' Asssociation which allows Libraries only ten per cent. discount on all net books. The purchasing power of our monthly appropriation for books has thus been decreased at least ten per cent. The statistics of growth are as follows:

Number of volumes added by purchase . . . . . . . . . . 894
Number of volumes added by gift . . . . . . . . . . . . . . 134
Number of volumes added by binding . . . . . . . . . . . . 115
Number of Government documents received . . . . . . . . 228

Total number of additions . . . . . . . . . . . . . . . . . 1371
Books withdrawn during the year . . . . . . . . . . . . . . 506
Books missing at inventory . . . . . . . . . . . . . . . . . 56

Total number withdrawn . . . . . . . . . . . . . . . . . . . 562
Total number of books in Library, June 30th, 1901 . . . 12045
Total number of books in Library, June 30th, 1902 . . . . 12899
Total number of pamphlets . . . . . . . . . . . . . . . . . 965

**Registration.**

Number of readers registered June 30th, 1901 . . . . . . 4136
Number of readers registered June 30th, 1902 . . . . . . 6180

**Circulation.**

Circulation for year ending June 30th, 1901 . . . . . . . 40783

This total is divided as follows:

Main Library issued . . . . . . . . . . . . . . . . . . . . . . . 24468 books
Children's Library . . . . . . . . . . . . . . . . . . . . . . 13660 "
Ninth Ward Branch . . . . . . . . . . . . . . . . . . . . . . . 2318 "
Shawtown Branch . . . . . . . . . . . . . . . . . . . . . . . . . 337 "

Total . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 40783

**Cataloguing.**

Number of books catalogued . . . . . . . . . . . . . . . . . 898
Number of pamphlets catalogued . . . . . . . . . . . . . . 170
Number of cards written . . . . . . . . . . . . . . . . . . . 3396
Binding.

Number of books sent to the bindery ....... 437
Number of periodicals sent to the bindery .... 115
Total ................................ 552

REFERENCE.

The purchase of the Sturgis Dictionary of Architecture and Building, Baldwin's Dictionary of Philosophy and Psychology, twenty-five volumes of Orations from Homer to McKinley, and the American Reference Library, have made valuable additions to the Reference Department. All of these volumes were paid for from the lecture fund.

CHILDREN'S ROOM:

The crowded condition of the one library room has been an annoyance to all concerned for a number of years, especially during the winter months. Last fall the making provision for a separate children's room seemed imperative. Miss Bertha Brown, at that time a member of the Wisconsin Library Commission, rendered invaluable assistance in securing such a room. The matter was brought before the City Council who, after listening to a statement of our needs, granted the request for money to cover the additional expense of a separate children's room. The Board succeeded in renting a small room across the street from the Main Library. This room was not an ideal one for the purpose, but it was the best to be had for the money. The difficulty in heating the room was an obstacle to its success in the winter months. The change, however, proved a source of constant congratulation to the users of the Main Library, although the children have not been given such attractive or convenient quarters as we could wish.

BRANCH LIBRARIES.

The Ninth Ward Library has become an active part of the Eau Claire Library system. For the greater part of the year, Mr. Ballard permitted us to use a corner of his drug store as library headquarters. When the children became numerous and the streets muddy, it seemed hardly just to inflict a library, with all its concomitants, upon Mr. Ballard's hospitality. On this account the
library was moved to a desirable room in the Second Congregational Church, which that Society very kindly consented to give for its use. The work in this branch could not have been carried on except for the voluntary services rendered by the ladies of that neighborhood. For this service we are under obligations to Mrs. Hodge and the Misses Bell, Dickson, Burgess, Smith, Hilts, Jacobson and Rose. The library has been opened only from four until eight Friday afternoons, yet there has been a circulation of 2,318 books.

The Shawtown library is one of the State Traveling Libraries and costs the city nothing except for transportation. Miss Anna Gillies has been the efficient librarian of this Branch.

ELLEN D. BISCOE,
Librarian.

Report of the Finance Committee of the Board of Directors of the Eau Claire Public Library for the year ending June 30, 1902.

RECEIPTS.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance in City Treasury</td>
<td>$85.74</td>
</tr>
<tr>
<td>Appropriation</td>
<td>4500.00</td>
</tr>
<tr>
<td>Fines and sundry receipts</td>
<td>160.80</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4746.54</strong></td>
</tr>
</tbody>
</table>

DISBURSEMENTS.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$1929.62</td>
</tr>
<tr>
<td>Books</td>
<td>983.10</td>
</tr>
<tr>
<td>Binding and Repairs</td>
<td>336.55</td>
</tr>
<tr>
<td>Papers and Magazines</td>
<td>246.35</td>
</tr>
<tr>
<td>Light—15 months</td>
<td>204.75</td>
</tr>
<tr>
<td>Stationery, Supplies and Sundries</td>
<td>292.61</td>
</tr>
<tr>
<td>Rent—18 months</td>
<td>112.50</td>
</tr>
<tr>
<td>Furniture and Fixtures</td>
<td>33.21</td>
</tr>
<tr>
<td>Annual Report</td>
<td>33.30</td>
</tr>
<tr>
<td>Children's Room</td>
<td>444.20</td>
</tr>
<tr>
<td>July 1, 1902—Balance in City Treasury</td>
<td>180.35</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4616.19</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1, 1902—Balance in City Treasury</td>
<td>180.35</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4746.54</strong></td>
</tr>
</tbody>
</table>

We respectfully submit the following estimate of expenses for the Library Year of 1902-1903.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>1800.00</td>
</tr>
<tr>
<td>Lighting</td>
<td>163.00</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>150.00</td>
</tr>
<tr>
<td>Furniture and Fixtures</td>
<td>25.00</td>
</tr>
<tr>
<td>Rent</td>
<td>75.00</td>
</tr>
<tr>
<td>Ninth Ward Branch</td>
<td>50.00</td>
</tr>
<tr>
<td>Children's Room</td>
<td>450.00</td>
</tr>
<tr>
<td>Sundries</td>
<td>37.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3500.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Books</td>
<td>1000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>4500.00</strong></td>
</tr>
</tbody>
</table>

Respectfully submitted,

W. K. COFFIN,
Chairman Finance Committee.

August 1, 1902.
### List of Magazines and Newspapers.

#### Monthlies.

<table>
<thead>
<tr>
<th>Arena.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art Interchange.</td>
</tr>
<tr>
<td>Art Journal.</td>
</tr>
<tr>
<td>Atlantic Monthly.</td>
</tr>
<tr>
<td>Birds and all Nature.</td>
</tr>
<tr>
<td>Book-buyer.</td>
</tr>
<tr>
<td>Bookman.</td>
</tr>
<tr>
<td>Century.</td>
</tr>
<tr>
<td>Charities Review.</td>
</tr>
<tr>
<td>Chataquuan.</td>
</tr>
<tr>
<td>Christian Science Journal.</td>
</tr>
<tr>
<td>Cosmopolitan.</td>
</tr>
<tr>
<td>Country Life in America.</td>
</tr>
<tr>
<td>Critic.</td>
</tr>
<tr>
<td>Cumulative Index.</td>
</tr>
<tr>
<td>Current History.</td>
</tr>
<tr>
<td>Current Literature.</td>
</tr>
<tr>
<td>Eclectic Magazine.</td>
</tr>
<tr>
<td>Educational Review.</td>
</tr>
<tr>
<td>Engineering Magazine.</td>
</tr>
<tr>
<td>Everybody's Magazine.</td>
</tr>
<tr>
<td>Fornightly Review.</td>
</tr>
<tr>
<td>Forum.</td>
</tr>
<tr>
<td>Good Roads. (Gift)</td>
</tr>
<tr>
<td>Harper's Bazaar.</td>
</tr>
<tr>
<td>Index and Review.</td>
</tr>
<tr>
<td>International Studio, The.</td>
</tr>
<tr>
<td>Journal of the Western Society of Engineers.</td>
</tr>
<tr>
<td>Kindergarten Magazine.</td>
</tr>
<tr>
<td>Kitchen Magazine.</td>
</tr>
<tr>
<td>Kodak. (Gift.)</td>
</tr>
<tr>
<td>Ladies' Home Journal.</td>
</tr>
<tr>
<td>Library Journal.</td>
</tr>
<tr>
<td>Literary News.</td>
</tr>
<tr>
<td>Little Folks.</td>
</tr>
<tr>
<td>McClure's Magazine.</td>
</tr>
<tr>
<td>Masters in Art.</td>
</tr>
<tr>
<td>Missionary Review.</td>
</tr>
<tr>
<td>Municipality. (Gift.)</td>
</tr>
<tr>
<td>Munsey.</td>
</tr>
<tr>
<td>New England Magazine.</td>
</tr>
<tr>
<td>Nineteenth Century Magazine.</td>
</tr>
<tr>
<td>North American Review.</td>
</tr>
<tr>
<td>Our Dumb Animals.</td>
</tr>
<tr>
<td>Outing.</td>
</tr>
<tr>
<td>Overland Monthly.</td>
</tr>
<tr>
<td>Photo Miniature.</td>
</tr>
<tr>
<td>Popular Science Monthly.</td>
</tr>
<tr>
<td>Primary Education.</td>
</tr>
<tr>
<td>Public Libraries.</td>
</tr>
<tr>
<td>Recreation.</td>
</tr>
<tr>
<td>Review of Reviews.</td>
</tr>
<tr>
<td>St. Nicholas.</td>
</tr>
<tr>
<td>School and Home Education.</td>
</tr>
<tr>
<td>Scientific American, (Building Ed.)</td>
</tr>
<tr>
<td>Scribner's Magazine.</td>
</tr>
<tr>
<td>World's Work.</td>
</tr>
</tbody>
</table>
**Weeklies.**

Amateur Photographer. (British).
Amerika. (Gift.)
Bloomer Advance. (Gift.)
Der Herold.
Dial.
Electrical World and Engineer.
Epworth Herald. (Gift.)
Fliegende Blatter.
Forest and Stream.
Harper's Weekly.
Illustrated London News.
Improvement Bulletin.
Independent.
Journal of Education.
Leslie's Weekly.
Life.
Little Chronicle.
Living Age.
Lutheranean. (Gift.)

Menomonie Times.
Mississippi Valley Lumberman.
Montreal Witness.
Musical Courier.
Nation.
New York Tribune.
Official Gazette.
Outlook.
Public Opinion.
Publisher's Weekly.
Puck.
Reform. (Gift.)
Saturday Evening Post.
Scientific American.
Scientific American Supplement.
Ueber Land und Meer.
Union Signal.
Youth's Companion.
Weekly Herald. (Gift.)

**Dailies.**

Chicago Chronicle.
Chicago Record-Herald.
Daily Telegram. (Gift.)
Evening Wisconsin.
Eau Claire Leader. (Gift.)
Madison Democrat. (Gift.)
Milwaukee Sentinel.

Minneapolis Journal.
New York Tribune.
St. Paul Dispatch. (Gift.)
St. Paul Globe.
St. Paul Pioneer Press.
Skandinaven.
Wisconsin State Journal.
List of Donors.

Ager, W. M.
Auer, J. J.
Boston Book Company.
Christian Science S. S.
Cleary, W. H.
Cypreansen, Alfred.
Deering Harvester Company.
DeYo, Burt E.
Dispatch Printing Company, St. Paul, Minn.
Fairchild, Mrs. S. C.
Fremad Publishing Company.
Froelich, W. H.
Gores, J. C.
Henry, Dean W. A.
Herald Printing Company, Chippewa Falls, Wis.
Hoe, R.
Howland, Mrs. O. S.
Hoyt, Jessie F.
Iowa State Normal School.
Lake Mohonk Conference.
Leader Publishing Company.
Lockwood, C. W.
Longfellow, Rev. P. W.
Milwaukee, Wis., State Normal School.
New York State Library.
Oshkosh, Wis. State Normal School.

Owen, Mrs. John S.
Platteville, Wis., State Normal School.
Putnam, Mrs. H. C.
Ripon, Wis., Ripon College.
River Falls, Wis., State Normal School.
Salisbury, Albert.
Sentinel Company, Milwaukee, Wis.
Sprague, Mrs. G.
Starr, William J.
Stevens Point, Wis., State Normal School.
Superior, Wis., State Normal School.
Telegram Publishing Company.
Thomas, Mrs. C. J.
Times Printing Company, Menomonie, Wis.
United Norwegian Lutheran Church, Minneapolis, Minn.
Warner and Swasey Company.
Whitewater, Wis., State Normal School.
Wisconsin Free Library Commission.
Wisconsin Geological and Natural History Survey.
Wisconsin State Historical Society.
Wisconsin University.
Young Women's Christian Association, N. Y.
Library Reports and Bulletins.

Aguilar Free Library Society, New York.
Brooklyn, N. Y., Public Library.
Cambridge, Mass., Public Library.
Chicago, Ill., Public Library.
Dayton, Ohio, Public Library.
Detroit, Mich., Public Library.
Enoch Pratt Free Library, Baltimore, Md.
Evanston, Ill., Free Public Library.
Forbes Public Library, Northampton, Mass.
Gilbert M. Simon's Library, Kenosha, Wis.
Hartford, Conn., Public Library.
Helena, Mont., Public Library.
John Crear Library, Chicago, Ill.
Joseph Dessert Public Library, Vosinee, Wis.
Kansas City, Mo., Public Library.
Kellogg Library, Green Bay, Wis.
Library Company of Philadelphia.
Los Angeles, Cal., Public Library.
Manitowoc, Wis., Public Library.
Marinette, Wis., Public Library.
Milwaukee, Wis., Public Library.
Minneapolis, Minn., Public Library.
Montclair, N. J., Public Library.
New York State Library, Albany, N. Y.
Newark, N. J., Free Public Library.
Oshkosh, Wis., Public Library.
Osterhout Free Public Library, Wilkes-Barre, Pa.
Otis Library, Norwich, Conn.
Peoria, Ill., Public Library.
Pratt Institute Free Library, Brooklyn, N. Y.
St. Louis Mercantile Library Association.
St. Paul, Minn., Public Library.
Salem, Mass., Public Library.
Scranton, Pa., Public Library.
Sedalia, Mo., Public Library.
Washington, D. C., Public 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.