ANNUAL REPORT
OF THE
EAU CLAIRe PuBLIC LIBRARY
FOR THE YEAR ENDING
JUNE 30, 1905
Eau Claire, Wisconsin
ANNUAL REPORT

OF THE

EAU CLAIRE PUBLIC LIBRARY

FOR THE YEAR ENDING

JUNE 30, 1905

Eau Claire, Wisconsin
1905
Library Board 1905-1906.

W. K. COFFIN, President.
F. H. L. COTTEN, Vice-President.
C. W. LOCKWOOD, Secretary.
W. J. STARR, MRS. H. C. PUTNAM, M. S. Frawley, M. N. McIVER, A. Cypréansen.
L. A. DOOLITTLE, M. S. FRAWLEY.
C. T. EAGLES.

STANDING COMMITTEES, 1905-1906

Literature.
MRS. H. C. PUTNAM, M. S. Frawley.

Executive.
W. J. STARR, Chairman.
L. A. DOOLITTLE, F. H. L. COTTEN.

Finance.
M. N. McIVER, Chairman.
A. CYPREANSEN, C. T. EAGLES.

MARY A. SMITH, Librarian.
Assistants—
KATE LEWIS
LAURA C. SANDERS
LILLIAN RADENSLEBEN.
Library Board 1904-1905.

W. J. STARR, President.
F. H. L. COTTEN, Vice President.
C. W. LOCKWOOD, Secretary.
W. K. COFFIN, MRS. H. C. PUTNAM, M. S. FRAWLEY,
L. A. DOOLITTLE, M. N. McIVER,
C. L. ALLEN, LEWIS HALVORSON.

STANDING COMMITTEES, 1904-1905.

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

Executive.
F. H. L. COTTEN, Chairman.
L. A. DOOLITTLE, M. N. McIVER.

Finance.
W. K. COFFIN, Chairman.
LEWIS HALVORSON, C. L. ALLEN.

JEAN HAWKINS, Librarian.
Assistants—
JESSIE F. HOYT
MAUD DURLIN
LILLIAN RADENSCLEBEN.
REPORT OF THE BOARD OF DIRECTORS.

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

In transmitting to you this report of the Board of Directors of the Eau Claire Public Library for the year ending 30th of June, 1905, we beg leave to call your attention to the fact that the Public Library is now in better condition than ever before, both in material equipment and in the general usefulness that comes from an increased knowledge and appreciation by the people. At the present time we have occupied our new building long enough to feel at home and to know its convenience and capacity, and better still, the people of our city have come to feel an ownership in the library and a personal interest in its work that never before existed.

For years we have been urging the value of the help that the Public Library can give to the students in our public schools, and at last our insistence has brought results. In fact the use of the library by the schools has grown to such an extent that our reference room is utterly inadequate for the school reference work, and even the general reading room as well is often more than filled with boys and girls from the High School, to the inconvenience of other regular patrons of the library. This condition will probably necessitate the opening this fall of an auxiliary reference room on the second floor especially fitted to take care of the wants of these students. A special attendant will be needed to look after this department during the busy hours, thus somewhat increasing our expenses, but very greatly adding to the efficiency of the reference room.

During the past year we have spent so much in properly maintaining and improving our building and grounds and in completing our equipment that there has been very little of the annual appropriation left for books. This will not seem strange when it is considered that the cost of carrying on the present large building is in itself a much more serious item of expense than caring for our old quarters. Last year we asked that the appropriation be the same as the year preceding, in order that we might test
for a full year the actual cost of running the Library under the new conditions; we now find the sum allowed us last year to be inadequate.

This Board, therefore, considers it necessary that the city set aside one thousand dollars more for the Public Library during the coming year, and this recommendation is made with the knowledge that it is fully justified by the increased use of the institution and by its immediate needs. WILLIAM J. STARR,

President of the Board of Directors.

1st July, 1905.
REPORT OF FINANCE COMMITTEE.

Statement of receipts and expenditures of the Eau Claire Public Library for the year ending June 30, 1905:

RECEIPTS.

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<th>Description</th>
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C. W. LOCKWOOD, Secy.
REPORT OF LIBRARIAN.

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

Herewith is submitted the report of the librarian for the year ending June 30, 1905.

No event of importance has marked the course of the library year. There has been a natural increase in the work of the different departments, due largely to the new building; and some classification and cataloging has been accomplished that could not be undertaken in the old library.

The most notable increase has been in the reading room attendance. Many people stay to read who used to come only to draw books and more strangers in the city have availed themselves of the newspapers and magazines. No effort has been made to record the number of readers during the busiest hours, from three to six in the afternoon, but although the room seemed very ample to us a year ago, there are times in the winter when there are not enough chairs for our patrons.

The attractiveness of our rooms has been very much increased by the pictures which Mrs. McGrath brought us from abroad—the Pompeian panels in the delivery room, reproductions of the frescoes in the House of the Vetti, two large photographs of the Colosseum and one of the Forum and also a beautiful bas-relief of Donatello's St. Cecilia.

Sunday afternoons from October to May the reading and reference rooms were open from three to six. The average attendance was 57 and the majority of these were children.

The library subscribes for 97 periodicals and 10 are given.

As soon as we have finished with the magazines, all those that we do not bind and all of our withdrawn books are sent to the rest rooms. From there Mrs. O'Rourke sends them out into the country with the traveling libraries. The farmers are always glad to get reading matter that they can keep and books for children and German magazines are especially acceptable. In winter literature is also sent into the logging camps.

Circulating Department.

The number of borrowers' cards at present is 4356, the library
has been open for circulation 299 days, the average daily circulation is 141 and the total for the year is 42,175. The gain of about one thousand over last year's circulation is made up of adult books.

The use of a sloping book-case in the delivery room where attractive covers show to good advantage, has been the means of issuing some of the older books, especially those of non-fiction.

Lists of the new books have been printed in the daily papers and slip lists struck off from these for distribution. Reviews of books of current interest, such as books on Japan, Vacation books, etc., have been published in the Sunday edition and for these courtesies we are indebted to the editors of the Eau Claire Leader.

The most notable additions to the circulating department have been books on Russia, Japan and other eastern countries and some of the modern German authors in the original. A few technical books have been added and many more are called for, but they are expensive and our book fund remains low on account of the additional expense of maintenance in this building.

Several books of non-fiction are often allowed on one card.

Previous to this year the library rented a few books but the collection was not made self-supporting. At the beginning of the year $15 was forwarded to buy books and the money received from the rent of these has been put into duplicates of the more popular fiction. When a book has paid for itself it is put on the regular shelves. In this way we have received $58.27 from our rent collection and bought seventy volumes of fiction without recourse to the book fund. Most people are glad to pay five cents to get a new book quickly and those who are not, stand a better chance of getting the free copies.

Book Account.

| Added by purchase | 551 | Withdrawn | 93 |
| Added by gift | 306 | Missing at inventory | 36 |
| Magazines bound | 113 | Total | 129 |
| Total | 990 | Total in library | 15,897 |
| Books rebound | 467 | Pamphlets | 1,482 |

Reference Work.

The greater amount of reference work is done with High School students, who fill the library as long as school is in session.
A special case is reserved for them in a corner of the stack room next to the reference room, where over 600 books have been placed for their use and withdrawn from general circulation. No record has been kept of the use of these books nor of the regular reference books and periodicals consulted in their work. Near the case hangs a special bulletin board on which type-written lists are posted for the various classes. These lists are compiled by the High School teachers, which is thoroughly appreciated by the staff.

A book case is also set apart for the Woman's Club; it was used most freely by the literature department, who availed themselves of all the works on Shakespeare that the library contains. Full lists of magazine and book references were made for the art department, and many pictures of famous paintings in illustrated books and bound periodicals were loaned to them whenever desired. Reference work was also done with the other departments and many of the members use the library regularly for studying the topics assigned them. Books recommended by department leaders are purchased so far as possible.

Early in the year one of the rooms on the second floor was assigned to the women of the city. It has been furnished by the Woman's Club who have held all of their general meetings and many of their department meetings there.

The smaller reading clubs of the city are allowed to draw several books at a time and to keep them for an indefinite period.

Teachers as heretofore may draw six books at a time for one month or six weeks if renewed.

All books kept at the library or for which the time is extended reduce the circulation statistics somewhat, but this is more than balanced by the better use of the books and the convenience to our readers.

With no attendant in charge of the reference room, it is impossible to keep an account of the number of people using the room or the number of books consulted, especially as every part of the library is free of access and the students find their own books. We have tried, however, to keep track of the questions asked so that we can look up material on those that are liable to be asked again. The result of this has been 186 typewritten lists added to the tray on the charging desk which contains references to the best magazine articles on various subjects. The variety of information de-
sired may be judged by the following topics: English college de-
grees, essential oils, famous clubs, American pottery, excavations
in Greece and the Orient, railroad accidents, precious stones of the
United States, Passion Plays, Robin Hood, Passes of the Alps,
trust companies and government ownership of railroads.
The most useful additions to the reference books have been.
The World's Best Poetry, Granger's Index to Poetry, Baker's
Guide to the Best Fiction, Burton Holmes' Lectures and Hill's Re-
ference Library for the children's room.
The librarian gave a course of talks in the High School on the
arrangement of books in the library, the use of the catalog and of
the more important reference books, especially of Poole's Index
and the value of periodicals in reference work. Some talks were
also given in the eighth grades, but the work should begin much
lower down, as we hope that it will the coming year. These talks
are supplemented by instruction given to individual students at
the library in the actual use of the books, catalog and reference
lists.
One of the eighth grade teachers came to the library and had a
list of books prepared of which he had the children write reviews.
These reviews were read to the class and served the double pur-
pose of inducing the children to read the books carefully and also
of interesting the other children in them.

Children's Room.

The lack of new books is seriously felt in the children's room.
Most of the purchases have been to replace old books that were
worn out and in spite of the fact that the attendance has more
than doubled this year, the circulation has not increased. After
school the children come to look up current events, material for
debates and pieces to speak. As our supply of the latter is insuf-
ficient for such occasions as Washington's Birthday, Christmas,
Easter, etc., duplicates are made on the typewriter that children
from the different schools may copy.
I think that everyone who does reference work with children
is surprised at the quickness with which they find their material,
and the fact that they usually choose to debate questions that are
difficult for statesmen to handle does not interfere with their intelli-
gent use of the resources of the library.
We endeavor to teach them the personal care of books by the use of book marks and of book covers for rainy days.

The room has been made attractive by Perry pictures, some colored pictures of the World's Fair that Mrs. Putnam gave the children and a set of flags given by Mr. Starr. Mr. Lockwood has also given them the Library for Young People, edited by Walter Camp.

Through the kindness of Mrs. Fulker, who has charge of the art work in the public schools, we have had two exhibitions in the children's room. The first consisted of water colors, black and white and designs, and the second of clay modeling. The children themselves show a much greater interest in the clay work than they did in the pictures.

During the winter months a story hour was held every Saturday morning at 10 o'clock, and we are very grateful to the following ladies, nearly all of them teachers, who told stories to the children: Miss Spaulding, Misses Edith and Mabel Fitzgerald, Miss Wilcox, Miss Faust, Miss Edith Hussey, Mrs. F. W. Thomas and Mrs. John Smith.

Government Documents.

The publications of the government were becoming more of a problem every year. Some of the most useful had been put on the shelves with the other books, but the great majority had been left unclassified and uncataloged, as there was no place to shelve them in the old library.

Our work with them has been based on the bulletin entitled Public documents in the small public library, published by the Minnesota Library Commission. Most of the sets mentioned in this list together with special volumes of interest have been cataloged and placed on the regular shelves. The others, numbering some three thousand, were placed on shelving put in for the purpose downstairs, where they are arranged, first by department or bureau and then by serial number so that they may be easily consulted, although they are only partially cataloged at present. The document room is large and pleasant and furnished with chairs and tables.

We have received some unusually acceptable gifts from Washington this year, among them the Jefferson Bible, and illustrated
histories of the National Capitol, of the White House and of the Declaration of Independence. The government publications on our new possessions are especially interesting, all of them beautifully illustrated and containing authoritative matter on everything pertaining to these countries. The Geological Survey send out many valuable books and some on the mines, forestry and irrigation of the western states have been most useful to people wishing particular information on those subjects. These documents are so well executed and filled with such interesting and beautiful plates, that they are a valuable addition to our library.

The Bureau of Forestry sent us a set of photographs which should be especially appreciated in this part of the country.

Cataloging.

Whenever possible we have availed ourselves of the cards issued by the Library of Congress, that is for all new copyright books.

From the Department of Agriculture we have received printed cards for the Farmers' Bulletins and the Year books and from the Superintendent of Documents for many of the current documents. One thousand eight hundred and thirteen typewritten cards have been added to the catalog, the majority being for the books in the Lockwood collection mentioned in last year's report.

For the children's room we have received and placed in the catalog the remainder of the cards prepared by the Carnegie Library of Pittsburgh.

Up to the present year most of the pamphlets have been treated like books—accessioned, shelf-listed, cataloged and shelved with the books, but as they increased this involved an outlay of time altogether out of proportion to the use made of the pamphlets afterward and was quite impossible with those we receive from the government. Yet some of these last are very useful and should be made easily accessible. All the miscellaneous pamphlets have been removed from the shelves and placed in pamphlet boxes at one end of the stack room. Together with these are the most useful of the government series such as the Farmers' Bulletins and the Forestry Bulletins. They are arranged by number and a shelf card made for the series not for each individual pamphlet, while in the catalog they are represented by subject cards only.
The publications of the University of Wisconsin and those of the Johns Hopkins University, hitherto cataloged separately, have been bound in cloth and fully analyzed in the catalog.

The binding and pamphlet cases have made a great improvement in the appearance of the shelves, beside preserving the pamphlets better.

Branches.

The 9th ward branch was open every Saturday afternoon from November to May. The work was in charge of Miss Dean, who told the children a story every week at three o'clock. The room was always crowded during the story hour and afterward with little children looking over the magazines and picture books, but the circulation for the winter was only 332. This is because the books are old and have been read and re-read, and it was impossible to renew them while there was such a call for children's books at the main library. At a recent meeting of the Associated Charities the need was discussed of a permanent reading room or club room of some sort for young people in that part of the city and it is hoped that in the near future the library can co-operate in such an undertaking.

In October we sent fifty books to the Shawtown school and they were exchanged once during the winter. The books were given out to the children once a week and the recorded circulation was 174, but Mr. Schroeder, the principal of the school, says that this gives no idea of the use of the library. One book was read during the week not only by several children but also by their parents, who have no other library facilities. Books on American history were the most popular and these were sometimes read by every child in the grade, as were also the books that Mr. Schroeder drew during the year on his teacher's card.

Last August it became necessary to take up and relay the cork carpet and as all books had to be removed from the stacks, the library was closed for one week. At this time the additional radiation was put in. The iron lamps for the entrance and the Carnegie tablet in the vestibule have completed the building.
In October during the meeting of the North-western Wisconsin Teachers' Association, a reception was given to the teachers in the library building by the Woman's Club and the Board of Directors.

On March 21st Miss Marvin held a library institute here which was attended by the librarians from Chippewa Falls, Durand and Stanley.

The librarian attended the meeting of the American Library Association at St. Louis in October and that of the Wisconsin Library Association held at Beloit in February.

Miss Mildred Dean, who was an apprentice in the library from June 1904 to the spring of 1905, left at that time to enter the summer school of the Wisconsin Library Commission. Owing to illness on the staff during the year, the work of the library would have been much hampered had it not been for Miss Dean's cheerful readiness to fit in anywhere and her helpfulness on all occasions. Her place has been filled by Miss Winnifred Coffin.

**Future Plans.**

As the reference room contains 16 chairs and the High School alone numbers over 500 it will be seen at once that our accommodations for reference work are limited. Afternoons the students overflow into the reading and children's rooms, overcrowding both of those. Moreover it is impossible to supervise the reference room from the main desk and some of the most valuable books in the room have been mutilated and discipline has always been difficult to maintain. All of these evils could be remedied by using one of the vacant rooms on the second floor for a school study room and having a capable attendant in charge during the school year.

Our other great need is books for the children, so that we can supply the 9th ward branch and the Shawtown school and still have new, clean and attractive books in our children's room.

In conclusion the librarian wishes to thank the Board of Directors for the cordial support they have given to her work.

JEAN HAWKINS, Librarian.
LIST OF MAGAZINES AND NEWSPAPERS.

MONTHLIES.

American Historical Review
American Journal of Sociology
Arena
Art Interchange
Atlantic Monthly
Birds and Nature
Book-keeper (Gift)
Bookman
Boston Cooking School
Canadian Magazine
Catholic World
Century
Charities
Chautauquan
Cosmopolitan
Christian Science Journal (Gift)
Country Life in America
Critic
Current Literature
Eclectic Magazine
Education
Educational Review
Forum
Harper's Bazar
Harper's Magazine
House Beautiful
International Studio
Johns Hopkins University Studies in Historical and Political Science

Journal of the Western Society of Engineers (Gift)
Kindergarten Magazine
Kodak (Gift)
Ladies' Home Journal
Library Journal
Little Folks
McClure's Magazine
Manual Training Magazine
Masters in Art
Masters in Music
Missionary Review
Munsey's Magazine
New England Magazine
Nineteenth Century Magazine
North American Review
Our Dumb Animals
Outing
Photo Miniature
Popular Science Monthly
Public Libraries
Reader's Guide to Periodical Literature
Review of Reviews
Rudder
St. Nicholas
School Review
Scientific American (Building Edition)
Scribner's Magazine
Success
World's Work
LIST OF MAGAZINES AND NEWSPAPERS—Continued.

## WEEKLIES.

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## DAILIES.

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<td>Evening Wisconsin</td>
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<td>Skandinaven</td>
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<tr>
<td>Wisconsin State Journal</td>
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LIST OF DONORS.

Adriance Memorial Library, Poughkeepsie
American Library Association Publishing Board
Arnold, Mrs. Fred
Apprentices' Library Co., Philadelphia
Atkinson, W. K.
Battin School, Utica
Bartlett, W. W.
Beloit College
Boston Life Underwriters' Association
Brockton Public Library
Brooklyn Public Library
Carnegie Free Library, Allegheny
Carnegie Library, Pittsburgh
Cedar Rapids Free Public Library
Chicago Public Library
Christian Science So.
Coffin, W. K.
Colorado Springs Free Public Library
Davenport Public Library
Dayton Public Library and Museum
Demmler, O. R.
Derge, Mrs. Ida
Detroit Public Library
District of Columbia Public Library
Duluth Public Library
Eau Claire Visiting Nurse Association
Enoch Pratt Free Library, Baltimore
Everson Free Public Library
Forbes Library, Northampton
Gower, Mrs. A. C.
Grand Rapids Public Library
Hartford Public Library
Hatch, Rev. F. W.
Haverhill Public Library
Helena Public Library
Illinois Coal Operators' Association
Iowa Board of Railroad Commissioners
John Crerar Library, Chicago
Kansas City Public Library
Lake Mohonk Conference
Library Co. of Philadelphia
Life Publishing Co.
Lockwood, C. W.
Lunde, M. F.
Luria, Mrs. T. J.
McGrath, Mrs. Fannie
Macmillan Co.
Madison Free Library
Manhattan Public Library
Milwaukee City Service Commissioners
Milwaukee Public Library
Minneapolis Public Library
Montclair Free Public Library
Nebraska Public Library Commission
New Britain Institute
New York (City) Public Library
New York (City) Young Women's Christian Association
New York State Library
Newark Free Public Library
North Adams Public Library
Oak Park Public Library
Ottawa—Superintendent of Immigration
Peebles Public Library
Philadelphia Free Library
Pickford, Miss M. L.
Putnam, Mrs. H. C.
Pratt Institute Free Library
St. Louis Public Library
St. Louis Mercantile Association
St. Paul Public Library
Scranton Public Library
Scrubner's Sons
Seattle Public Library
Sloan, Rev. W. N.
Smith, Walter
Starr, Mrs. W. J.
State Normal School, Superior
Steen, Mrs. M. S.
Stephenson Public Library, Marinette
University of Chicago
University of Wisconsin
Western Reserve University
Wisconsin Free Library Commission
Wisconsin State Historical Society