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COLLECTIONS  
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1923

Eau Claire, Wis. March 4, 1924

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

Ladies and Gentlemen:

I have the honor of submitting to you a summary of the work of the library for the year 1923. You will remember that by statute the fiscal year has been changed from June 30 to December 31, and therefore, this is the first annual report to be given under the change.

The following report is actually for work done in 1923.

#### CIRCULATION

The total circulation for the year was 153,203 books for home use. Of these 100,420 were from the adult department and 52,783 from the children's room. As our largest yearly circulation to date was 147,776, our gain was 5,427, which under the circumstances that we have worked is most gratifying, inasmuch as libraries all over the country are reporting decreasing circulation - laying the blame on the movies, radio, automobiles, and the fact that more men are employed now than formerly. It has been a pleasing fact that our men patrons are still coming or sending their wives or children in for books when they cannot come themselves. More and more of the books that are useful and informing have been taken out. Our average for non-fiction reading is unusually high, 42 per cent. when compared with statistics from other libraries. While the Western and Mystery stories are still very popular, it is a pleasure to report that such books as Papini's Life of Christ, Americanization of Edward Bok, Post's Etiquette, Life and Letters of Walter Page, have never been put back on the shelves, and they have all been in the library about a year.

It is interesting to compare the cost of circulating a book. The most recent report we have from another library (January 1, 1924) mentions with pride that it only costs them a little over 14 cents to circulate each book. It costs us same fraction over nine cents to circulate our books last year.

The demand for worthwhile books is an established fact. For the past three years during the Lenten season we have been advocating and having as a slogan, "More serious reading for the Lenten Season". The pastors of the city have been very helpful in this. Mr. Wilson, Mr. Schleuter, Mr. Parr, Mr. MacKenny, and Mr. Raue have brought in their own books for us to use at this time. This plan of ours has been written up in Publisher's Weekly and one or two church papers. We (the pastors who have cooperated) have felt that the small effort put forth by us all was well repaid. We will continue this again this year. Our patrons now ask if we will have a Lenten shelf. We try to add books which will be especially attractive for this collection. After the books are put back in their respective places on the shelves, patrons very often ask for the books so we feel the experiment is a good one.

#### REGISTRATION

We now have 12,089 registered borrowers. Of these 7480 are adults (borrowers over 16) and 4609 in the children's room.

#### ACCESSIONS

Last year 2213 books were added - of these 91 were gifts. 1250 books were withdrawn. The total number of books in the library is 31,719

#### CHILDREN'S WORK

Since September 1, we have again had a regularly trained children's librarian. While the work in the children's room has suffered still we had managed to keep a good supply of the best books. It was fortunate that we were able to have Mrs. Eva Taylor, also a trained children's librarian, to help us out

for part time work. We have already visited the schools once and regular story hours are being held.

#### STAFF

At the beginning of the year our staff was more nearly normal than it had been for some time before or since. The librarian took advantage of this, and through the generosity of the Board was allowed a three month's leave of absence for study in New York. This is very much appreciated. There have been many changes in the staff. In fact, Miss Witwen and Miss Donaldson are the only ones left besides the librarian. Dan Cupid was mostly responsible for disrupting the staff, with three marriages to his credit. Miss Ruth Sorenson resigned in August. She had been with us five years, both on the staff at the main library and at the high school for the past three years. Miss Alice Evenson resigned in June. She had been with us four years. Miss Lynette McCulloch, after being with us one and a half years, resigned in March. It was with regret that their resignations were accepted. As it has been impossible to obtain trained library workers we have struggled along as best we could bringing in new people from time to time. We have tried hard not to let the public suffer on this account. We would say here that we do not believe there is a more understanding public anywhere than right in Eau Claire. At times annoying situations have arisen that have proved this. Miss Jeanette Lamb succeeded Miss Sorenson as High School Librarian.

#### NEEDS

We are happy to report that our roof now seems to be intact, so that when we get through burning soft coal we may re-decorate the building which needs this badly. The Council feels as we do that it is not economy to let a building go down too much, and increased our budget to care for the roof and redecorating. Our budget will also take care of a larger staff and trained workers so we hope to do some needed extension work.

We should add foreign books. There are still many foreigners who cannot read English. We have borrowed all we could from the Library Commission. It is some time since we added any Norwegian or German books.

#### REFERENCE

The public is coming to the library with their every day problems - one time it is calling for poultry flocks and diseases of poultry - books on pipeless furnaces - hardly a week passed that some one does not come to look up about diseases, or diets for children, or for reducing, for diabetes, etc. Wills, contracts, and formulas are frequent demands. One question we could not answer completely was the End point test for gasoline. Assistance in debates, declamatory contest selections, topics for paper, and talks by Women's Clubs, etc. have been more than usual this past year.

#### GIFTS

The library is grateful to many friends for the always welcome donations of flowers, magazines, and occasional books and reports. The library has received many books this year:

Dr. Payne - medical books

Dr. Thrane's estate - medical books and painting

Dr. French - medical books - in memory of Mrs. French

Mr. & Mrs. R. W. Owen - 69 books

Mrs. S. J. Moon - 17 books

Mrs. A. C. Gower - 3 books

Gardner Teall - magazines, pamphlets, and books.

We are also grateful to the Press for their interest and willingness to give us space. We would express our gratitude to Mrs. Robertson for flowers and for assistance during Good Book Week; also to Mr. Teall for help during Good Book Week, and other times. It is impossible to mention all the nice

and thoughtful things done by our friends, but we do appreciate them and are grateful.

I wish, personally, to acknowledge my deep gratitude to the staff whose loyalty and sacrifice made it possible for me to be away for three months, and my sincere thanks to the members of the Library Board for cordial cooperation and keen interest.

Respectfully submitted,

Laura M. Olsen  
Librarian

# Annual Statistical Report

For latest completed fiscal year

SPECIAL  
COLLECTIONS

Year ending December 31, 1923.

Name of library Eau Claire Public Library

Post office Eau Claire

Population (last census) 20,880

Books lent free to residents of city, township, county, or to all applicants (underscore words that apply)

Total assessed valuation of property in city  
# 22,962,971.00

Percentage of library tax levy (if separately levied) by fraction of mill.....

Open	Morning Hours	Afternoon Hours	Evening Hours	Summer Variations
Monday	<u>9:00</u> to .....	..... to .....	..... to <u>9:00</u>	
Tuesday	..... to .....	..... to .....	..... to .....	<u>8:00 P.M. to</u>
Wednesday	..... to .....	..... to .....	..... to .....	<u>8:00 P.M.</u>
Thursday	..... to .....	..... to .....	..... to .....	
Friday	..... to .....	..... to .....	..... to .....	<u>(8:00 - 5:00 P.M.)</u>
Saturday	..... to .....	..... to .....	..... to .....	<u>5:00 - 8:00</u>
Sunday	..... to .....	..... to .....	..... to .....	

*July-Aug*

Staff Title Name Library training (Name of school) Salary (the year) Vacation (length)

Librarian Laura M. Olsen W. L. S. Summer Sch \* 1800.00 30 days

E. Suzanne Wittven Wis. Lib. Sch 1600.00 "

Miriam Wessel (Child Lib.) C. L. Pittet 1300.00 "

Anna Donaldson — 600.00 "

1 \* Ruth Sorenson Wis. Lib. Sch 1400.00 "

Janette Lamb H.S. U. S. H. Ex. Correspondence 1400.00 "

2 \* Synetta McCallough Wis. Lib. Sch 1080.00 "

Normal School students by the hour - part time Jan - June

3 \* Alice Evenson Crane S. L. Pittet Summer Sch 1080.00 "

Trustees		Term expires		Term expires
President	<u>W. K. Coffin</u>	<u>1924</u>	<u>M. S. Frawley</u>	<u>1924</u>
Secretary	<u>Wm. W. Bartlett</u>	<u>1926</u>	<u>C. M. Merrill</u>	<u>1924</u>
Supt. of schools	<u>W. T. Darling</u>	<u>Ex. Office</u>	<u>J. W. Singleton</u>	<u>1925</u>
	<u>R. W. Owen</u>	<u>1926</u>	<u>Mrs. G. W. Robertson</u>	<u>1925</u>
	<u>W. Rogers</u>	<u>1926</u>	<u>Mrs. Elva Class</u>	<u>1925</u>

D. D. Lockerby - Council Ex. Office

Resigned Sept 1, 23

Dec. 31, 23

June 1, 23

## Statistics

Statistical figures to include main library and all agencies.

Books	Adult	Children	Total
Number of volumes at beginning of year . . . . .	25250	5506	30756
Number of volumes added during year . . . . .	1444	769	2213
Total . . . . .	26694	6275	32969
Number of volumes lost or withdrawn during the year . . . . .	800	450	1250
Net volumes at end of year . . . . .	25894	5825	31719

*gain } 963  
v.*

Registration	Adult	Children	Total
Number of borrowers registered at beginning of year . . . . .	6957	4183	11140
Number of <sup>new</sup> borrowers registered during year . . . . .	1781	985	2766
Total . . . . .	8738	5168	13906
Number of registrations cancelled during year because borrowers died, left city, or discontinued use of library . . . . .	1258	559	1817
Total number of active borrowers at end of year . . . . .	7480	4609	12089

Number of borrowers who live outside city (included in above) . . . . .

Note.—Librarians who wish to record re-registrations may enter figures in red under other figures in space assigned to item.

### Circulation

1. The circulation shall be accurately recorded each day, counting one for each lending of a bound volume, pamphlet or periodical, for home use.
2. Renewal of a book upon the express request of a patron at or near the end of a regular term of issue may be counted, but no increase shall be made because books are read by others or for any other reason.
3. Pictures, clippings, etc., are not included in tabulation below.

	Adult	Children	Total
Number of volumes of non-fiction (English) lent . . . . .	28590	26703	55293
Number of volumes of fiction (English) lent . . . . .	62531	25678	88209
Number of unbound periodicals lent . . . . .	6927	402	7329
Number of volumes in foreign languages lent . . . . .	2372		2372
Total . . . . .	100420	52783	153203

*58% fiction  
42% non-fiction*

Total number of books, unbound periodicals and pamphlets lent outside the city (included in above) . . . . .

Please give on separate sheet analysis of this total by townships, etc., giving name and circulation for each.

Other circulation (not included in above)	3169
Pictures . . . . .	245
Clippings . . . . .	
Any other (itemized) <i>maps, plants, vases</i>	
<i>Electric fan - Stairway - Tables - lantern</i>	
Other Service Counted	
Number of reference questions answered . . . . .	
Number of readers . . . . .	

## Extension

### Definitions

Traveling libraries . The smallest of the general agencies.

School deposit libraries. Collections of about 50 books placed in class rooms, in charge of the teachers, for circulation among the children.

School stations. Larger collections, for the whole school, in charge of an assistant sent from the library once a week or oftener.

Industrial and other stations. Collections of a few hundred volumes, changed frequently, in charge of an assistant from the library or an employe of the factory or institution served.

Branch libraries. Auxiliary libraries, complete in themselves, having a more permanent collection of books, with hours of opening that approximate those of the central library. May be located in a rented room, a school or a library building.

### City Extension

No. of  
agencies      Circu-  
                         lation

Branches (general, <u>high school</u> , junior high, grade school) . . . . .	1	13085
Stations and traveling libraries . . . . .		
School stations . . . . .		
School deposits (No. of schools) . <u>4</u> ( <u>32 rooms - 2 sep. collections for each</u> ) (Collections for <u>64</u> separate class rooms)		
Total . . . . .		8799
<b>Town Extension</b>		
Stations and traveling libraries . . . . .		
School deposits (No. of schools) (Collections for            separate class rooms)		
Total . . . . .		
<b>County Extension</b>		
Branches . . . . .		
Stations and traveling libraries . . . . .		
School deposits (No. of schools) (Collections for            separate class rooms)		
Total . . . . .		21884

### Work with Children

Instruction in use of library? yes  
 Story hour? yes  
 Clubs?  
 School credit for reading done? Reading circles - seals + diploma

### Publicity

Library notes in newspapers? yes                      Library exhibits? yes  
 Bulletin boards? yes                                      Signs? yes  
 Window displays? no                                      Slides at the movies? yes

### Periodicals

Number of current magazines received regularly by subscription or gift . . . . . \_\_\_\_\_  
 Number of newspapers received . . . . . \_\_\_\_\_



Auditoriums and Club Rooms R. R. Com. Med. Assoc.

Use by outside organizations? *yes - Women's club - Delphian - Red Cross annual meet*  
 Lectures, meetings, etc., arranged by library? *yes - library lecture course - 5 lectures*  
 Exhibitions?

Principal Gifts During Year

From	No. books	Cash	Special
.....		\$.....	
.....		\$.....	
.....		\$.....	

Financial Statement

Receipts		Payments	
Unexpended balance	\$ 29 82	Books	\$ 1939 60
Appropriations		Periodicals	297 00
City or village	* 12,700 00	Binding	674 44
County	160 00	Salaries—library service	6081 65
Town of		janitor service	1244 25
Interest from endowments		Rent	
Fines, lost books, reserves	781 65	Heat	1014 00
Rental collection	294 29	Light	417 14
Gifts	1 55	Permanent improvements	
Other sources		Repairs	1056 93
<i>Rent of bldg</i>	<i>683 23</i>	Stationery and supplies	234 25
		Printing	55 20
		Postage, express, freight	138 35
		Insurance	333 67
		Other expenses	169 06
		Total expenditures	13655 54
		Balance on hand	763 47
			21 53
		Total	\$ 14470 54

\$ 1440 54

Total \$ 13,770 54

\* Rent 29 53

Wisconsin Free Library Commission  
 Madison  
 12-23-1900

14252.8 2 city acct  
 187.72

\* City to appropriate 11,100 + roof repairs