EAU CLAIRE
PUBLIC LIBRARY
1954
ANNUAL REPORT
The resignation of Mr. Alden Losby, member and President of the Library Board of Trustees was accepted by the City Council early in 1955. Mr. Losby, who served long and diligently in over twenty years of devoted service to the library, has earned the respect of all who have worked with him. The community of Eau Claire has been served wisely and well by this citizen.
Activity in all departments of the library during the year 1954 indicates substantial gains over the previous years. Gains were revealed in both the main library and in the school extensions.

Perhaps the year 1954 will be remembered more for what was planned than for what was accomplished for it was in the fall of the year that preliminary plans were made for a renovation of the first floor of the main library. Defective flooring and wall shelving have been in need of replacement for some time and budgetary provision was made for the correction of these areas.

A library, operating with a relatively small staff, must coordinate and bring together the activities of this staff to the fullest extent possible in order to provide the highest public service. To this end, preliminary plans were set to bring together in some manner, the work of the adult and juvenile departments. This plan, if accomplished, would also make available to the public for a greater number of hours, thousands more of the library's fine books. A survey of library use being conducted at the present time, combined with careful planning of work and traffic flow in the public service areas will determine whether or not the planned transfer of activities can be successfully carried out.

Good turn outs at both the main library's open house and book fair and the Senior High School Library's reception indicated the interest in the library and its staff. Well attended activities of this nature provide another opportunity for citizens of the area to become better acquainted with the library and its many services.

The year 1955 could bring some of our greatest achievements in the library. A good staff, working diligently to provide the best possible service with our tax dollars should make the new year a remarkable experience in the annals of the Eau Claire Public Library.

James C. Marvin, Chief Librarian
The public library over a period of several years has given direct library service to the elementary, junior and senior high schools of Eau Claire. In the case of the junior and senior high schools, this has involved a permanent location in the schools, with a staff employed by the library board. Two public library staff members work between the various elementary schools on a regular schedule. Collections are deposited in the various schools for this service. These collections have become basic collections, both from the standpoint of curriculum needs and recreational reading.

Late in 1954, the City Council requested a breakdown of library service costs between the main library and school library functions. An approximate to this figure was supplied by the librarian. This amount, based on practice as well as presumption, was then removed from the budget request of the library and in turn, requested by the Board of Education. The Board of Education will then turn this amount over to the Library Board of Trustees who will conduct the school library program in the same manner as in the past. This move is not intended to produce any changes whatsoever in the management or conduct of the school library program of the public library but rather is to reflect departmental costs more accurately and also yield certain additional revenues for the Board of Education.

A financial arrangement such as this brings with it certain problems from the bookkeeping and policy standpoints and the experience gained during 1955 should provide information with which to base action for 1956.

<table>
<thead>
<tr>
<th>Service</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Library service to elementary schools</td>
<td>$14,476.60</td>
</tr>
<tr>
<td>Library service to Junior High School</td>
<td>$6,277.60</td>
</tr>
<tr>
<td>Library service to Senior High School</td>
<td>$11,725.80</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 32,500.00</strong></td>
</tr>
</tbody>
</table>
MAIN LIBRARY - full time
1. James Marvin
2. Esther Berlin
3. Joyce Brandstedter
4. Doris Friedman
5. Ragna Guberud
6. Odin Hagen
7. Ethel Santella
8. Marita Smith
9. Mabel von Berg
10. Louise Yule

MAIN LIBRARY - part time
1. Ethel Gordon
2. Verona Gustafson
3. Wanda McPaul
4. Nancy Ritsch
5. James Savery

SENIOR HIGH SCHOOL
1. M. Christine Pedersen
2. Floris B. Thompson

JUNIOR HIGH SCHOOL
Marion Running

ELEMENARY SCHOOLS
1. Alta Narczinke
2. Evelyn Rounds

RESIGNATIONS-----------------RETIEMENTS
1. Jacqueline Kelly (full time)
2. Avis Linderman (part-time, previous retirement)
CIRCULATION 1954

<table>
<thead>
<tr>
<th>Category</th>
<th>1954</th>
<th>1953</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Library</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult books and materials</td>
<td>81,614</td>
<td>76,577</td>
</tr>
<tr>
<td>Juvenile books and materials</td>
<td>77,808</td>
<td>62,760</td>
</tr>
<tr>
<td>Hospital Collection (Lutherian)</td>
<td>3,680</td>
<td>4,459</td>
</tr>
<tr>
<td>Elementary Schools</td>
<td>122,109</td>
<td>100,892</td>
</tr>
<tr>
<td>Junior High School</td>
<td>46,127</td>
<td>39,768</td>
</tr>
<tr>
<td>Senior High School</td>
<td>63,478</td>
<td>56,180</td>
</tr>
<tr>
<td>TOTALS</td>
<td>395,146</td>
<td>340,936</td>
</tr>
</tbody>
</table>

* A part of this circulation is from Sacred Heart Hospital which discontinued library service during the summer of 1954.

REFERENCE SERVICE

Reference service is that service which brings in most of our borrowers who are not regular users of the library. They are encouraged to use it in their search for special material or information which is not normally a part of book collections either in the home or at work. Most of these books are very costly and consequently are economical only when used by the greater number of people who have access to them at the library.

The presentation of these books to the public requires considerable insight and knowledge of them on the part of the librarian and is truly a professional service just as readers advisory work is. The more obvious questions, requiring only the use of almanacs, our extensive collection of telephone directories or readers guides can ordinarily be accomplished by the patron himself. The more extensive bibliographic pursuit involved in the use of other reference materials places the reliance and satisfaction of the patron on or with the librarian on duty.

DURING 1954, 6,086 REFERENCE QUESTIONS WERE ANSWERED

(An increase of over 500 from our previous year)
REGISTRATION

Registration for unlimited use of the extensive book collection of the Eau Claire Public Library continues to be free of any charge to residents of the city. Students of the city, as well as those employed here while residing outside the city limits are also extended borrowing privileges.

Because the public library is entirely supported from local taxation, a small charge is made of those from outside the city limits who are desirous of making use of the library's collection of books and other materials.

At the close of 1954, the following registration figures are disclosed:

- Adult borrowers 10,077
- Juvenile borrowers 3,923
- Total 14,000

This shows that almost 1 in every 10 Eau Claire residents are actively registered at their public library. Eliminating the very young who are not yet library borrowers, this indicates a very healthy participation in the library by our citizens. If the tremendous total of borrowers involved in our school library service, either directly in the public schools, or by generous classroom collections to parochial schools were added to the total, indeed the percentage of active borrowers would soar.
## THE BOOK COLLECTION

<table>
<thead>
<tr>
<th></th>
<th>ADULT</th>
<th></th>
<th>THE BOOK COLLECTION</th>
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<th>JUVENILE</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Main Library</td>
<td>High School</td>
<td>Hospital</td>
<td>Total</td>
<td>Hospital</td>
</tr>
<tr>
<td>In collection, Dec. 31, 1953</td>
<td>44,605</td>
<td>8,946</td>
<td>924</td>
<td>54,475</td>
<td>174</td>
</tr>
<tr>
<td>Added, 1954</td>
<td>2,470</td>
<td>773</td>
<td>77</td>
<td>3,320</td>
<td>0</td>
</tr>
<tr>
<td>Withdrawn, 1954</td>
<td>3,239</td>
<td>125</td>
<td>0</td>
<td>3,364</td>
<td>0</td>
</tr>
</tbody>
</table>

Included in the above figures are 116 books added as gifts to the library.
American Heritage Program

An interest in the books that constitute our heritage and tradition--the books that have influenced the way in which we live--form a very important part of this Library's book collection. These books are a very important part of our Great American heritage.

The American Heritage Program--the books that have influenced the way in which we live and traditions--the books that constitute our Great American herit-

Today and Tomorrow
Balance on Hand January 1954

Cash on Hand - City Treasurer: $132.94
Guaranteed Balance: $2,980.63

Receipts
- Appropriation: $71,672.66
- Petty Cash Receipts Deposited: $3,157.07
- State Aid for Elementary School Libraries (By Bd. of Education 2/54): $4,017.06
- Refunds: $80.00
- Insurance (Book Damage): $350.80
- Sale of Auditorium Chairs: $75.00
- Total Receipts: $79,356.59

Expenses
- Library Operating Expenditures
  - Salaries: $47,858.34
  - Retirement: $2,172.31
  - F.I.C.A.: $845.79
  - Workman's Compensation: $61.30
  - Books & Binding: $14,896.51
  - Periodicals & Pamphlets: $1,664.78
  - Supplies: $1,392.70
  - Furniture & Equipment: $1,547.25
  - Petty Cash: $295.54
  - Telephone: $516.92
  - Equipment Rental: $100.00
  - Printing & Publicity: $183.07
  - Staff Travel, Dues, Memberships: $198.87
  - Visual & Auditory Aids: $342.17
  - Postage, Freight, Express, Dues, Drive, Postage, Periodicals & Pamphlets, Books & Binding, Supplies.
- Total Operating Expenditures: $71,590.55
- Building Expenditures
  - Custodian Salaries: $3,227.87
  - Heat, Light, & Water: $2,678.90
  - Laundry: $50.00
  - Insurance: $264.26
  - Supplies: $26.91
  - Improvement & Repairs: $841.53
- Total Building Expenditures: $7,389.65
- Total Expenditures: $78,980.20

On Hand December 31, 1954: $3,493.96

Balance of Hand - City Treasurer: $132.94
Guaranteed Balance: $2,980.63

FINANCIAL STATEMENT - 1954