



# **Madison Free Library, Madison, Wisconsin, thirty-eighth annual report, 1913. 38th**

Madison Free Library (Madison, Wis.)

[s.l.]: [s.n.], June 30, 1913

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# **MADISON FREE LIBRARY**

**MADISON, WISCONSIN**

**THIRTY-EIGHTH ANNUAL REPORT**

**1913**



Thirty-Eighth Annual Report

of the

**Madison Free Library**

Madison, Wisconsin

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For the Year Ending

June 30, 1913

## Library Board

	Term expires
F. E. DOTY, President	July, 1915
R. B. DUDGEON, Vice-President	<i>Ex officio</i>
E. O. KNEY, Secretary	July, 1915
F. A. GILMORE	July, 1915
MRS. B. W. JONES	July, 1914
H. M. LEWIS	July, 1914
E. C. MASON	July, 1914
C. McCARTHY	July, 1913
S. E. PALMER	July, 1913
J. G. WYNN	July, 1913

## Standing Committees

### Books

MRS. B. W. JONES	F. A. GILMORE
R. B. DUDGEON	F. E. DOTY

### Rooms

E. C. MASON	S. E. PALMER
J. G. WYNN	F. E. DOTY

### Finance

E. O. KNEY	H. M. LEWIS
C. McCARTHY	F. E. DOTY

## Library Staff

MARY A. SMITH, Librarian
GEORGIA R. HOUGH, Librarian Circulating Dept.
ELIZABETH WILLIAMS, Reference Librarian
ANNA A. KOSEK, Cataloguer
CAROLINE C. SHAW, Assistant
MAY C. LEWIS, Assistant
MABEL GRAHAM, Assistant
FRANCES ELLSWORTH, Sixth Ward Librarian
MARY IVES, High School Librarian

## Report of President

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MADISON, WIS., July 26, 1913.

MAYOR JOHN B. HEIM, Madison, Wis.

Dear Sir:—In behalf of the Madison Free Library Board I transmit herewith its report for the year ending June 30, 1913.

That the library seeks to serve the people; that this service is appreciated is shown in the fact that the circulation for the year has increased seven thousand volumes over that of 1912. Madison is the second city in the state in number of books circulated and among the sixteen largest cities of the state it ranks second in circulation of works of non fiction, and this in spite of the fact that we have in our university and historical libraries the largest collection of non-fiction to be found anywhere in the northwest.

We are pleased to certify to the continued excellent service rendered by our library staff.

Yours respectfully,

F. E. DOTY,

*President, Madison Free Library Board.*

## Report of Librarian

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*To the Board of Directors of the Madison Free Library, Madison, Wisconsin:*

I have the honor to report as follows on the work of the Madison Free Library during the year ending June 30, 1913.

The most important event in the library's history the past year has been the erection of the Sixth Ward branch building and the establishment of the work in the new quarters. Though the library has been in the building only four months, the increase in circulation of books from 23,159 to 26,974 shows the appreciation of the residents of that part of the city. No figures can show the want filled by the new reading room. More books are needed and can probably be added the coming year. The large insurance premiums and the small extras inevitable in such a change have reduced the book fund that it had been hoped could be spent here.

The effort spent on the Sixth Ward branch has not lessened activities in other directions. The growth of the main library **Main Adult Department** in the adult department is one of the interesting features shown by the circulation tables. There is an increase here from 77,053 to 81,121, a gain of 4,068, of which 3,799 is in the class of non-fiction books. Every class of these books except general works and music scores shows some growth. This growth shows the results of the aim of those most interested in the book buying, who have kept to the steady policy of adding to all classes in average degree and strengthening one by one those classes in which the library was weak, just as fast as funds allowed. This is the reason why the library circulated 24.6 per cent more books in sociology last year, 29 per cent more in science, 48 per cent more in useful arts. The gain of 269 books or .4 per cent in fiction is not alarming certainly.

The circulation of books from stations has risen from 3,686 to 6,454, a gain of 2,768. Miss Hough has visited F. Schenk's store **Stations** station Saturday afternoon and here the circulation for the first time passed the 3,000 mark, being 3,345. Wingra Park station at Menges' drug store was in charge of Miss Williams and grew steadily, giving out 1,463 books. The station at the telephone building has been well patronized by the em-

ployees and was visited by Miss Graham. The fire station has received several boxes of books. To the people at the stores and to Mrs. Comfort, matron at the telephone building, many thanks are due for the interest they have taken in the books in their charge.

The work in the children's department has not been further developed the past year on account of the lack of a trained chil-

**Children's Department** dren's librarian. No story hours were held. The circulation of books from the children's room was 24,125, a decrease of 2,031. Book buying for this room has continued on the same plan as last year, to provide an abundance of the best standard books for children and to add a few of the best new titles. In this room, the replacement of worn out books always consumes a large part of its book fund.

The school duplicate books were sent out as usual to the school-rooms. Books were purchased especially for the lower grades, as it seems the part of wisdom to furnish reading in abundance to these children of the lower grades, the large majority of whom leave school as soon as the law allows. Teachers of several of the lower grades co-operated splendidly and the fact that 13,479 books were circulated through the schools testifies to their interest. The decrease of 1,221 from last year is easily accounted for, as no one from the library visited these schoolroom libraries regularly.

More books were circulated on teachers' cards, 4,102; more mounted poems for special occasions, 567.

Four thousand and sixty-one pictures were circulated for use in public and Sunday schools. The material for the picture collection that had accumulated has now been largely put into shape for circulation. The coming year, it needs to be filled out where incomplete or too limited in an effort to make it an all round workable collection for the schools.

During the summer of 1912, stations for the circulation of children's books were opened in the Hawthorne and Longfellow school buildings one afternoon a week. The results justified the time spent by assistants. These children are too far from the main library to use the children's room, and the 780 books read from these stations represent reading that it would have been impossible otherwise for the children to have done. For several summers, Miss Blanchard Harper has circulated books among a group of children in the tenth ward.

Some work was done in co-operation with the continuation schools. The librarian gave two talks on the library and its uses. One of the night classes with their teacher, **Continuation Schools** Miss Mary McGovern, visited the library, and one of the permit school classes, Miss Hiestand teacher, had a reference shelf in the reference room. This is evidently a work that is going to grow in the effort to connect people in these schools with the possible resources they may find in libraries for their enjoyment and improvement.

Library instruction has been given in all eighth grades of the public schools and two parochial schools, as was done last year.

**Library Instruction** (One public and one parochial school had had the training in the seventh grade.) The value of this work is indisputable to one who watches these children developing ease in doing reference work and confidence in their own ability to help themselves, instead of being dependent on some one else at all times in a library. Forty-five talks were given by the librarian and 301 children were taught. Last year's plan was followed, the librarian giving four talks at the school and the children in small groups coming to the library for an hour's work. Cordial interest in this work has been shown by the teachers of grade eight. The continuation of this work in high school first-year classes is explained in the high school librarian's report.

The good feature of the book account record is the net increase in books, 2,515, bringing the book total to 29,521. The total additions were 3,220 volumes; withdrawals, 705. It **Book Account** is hoped that the account shows a better physical condition of the books, as not so many as last year needed to be withdrawn on that account. The rebinding has been about the same as last year. The increase in cost of binding accounts somewhat for the increase in the financial account under that head.

The total circulation of books for the year was 152,153. Gains: **Circulation** main adult, 4,068; branch, 3,815; stations, 2,768; total, 10,651. Losses: children's room, 2,039; school duplicate, 1,221; total, 3,260. Net gain, 7,391.

In the registration table, one finds the figures of additions interesting. Three thousand two hundred and seventy-three people registered as using the library for the first **Registration** time, the increase this year being largely among children. The increase in re-registration was almost entirely among adults. The withdrawals remained practically the same, 2,546 against 2,523 for 1912. The net increase was 1,919, bringing the total registration to 16,324. It may be interesting to note here

that the report for 1905, the year before the library moved into the library building, shows the registration as 8,148. The library is then serving twice as many people as eight years ago. The library has an opportunity to realize the large number of transient residents in Madison and every effort is made to remove from registration those leaving the city and to keep the record of actual users. The increase in registration is largely due to the people reached through the branch library and the stations.

This collection has not been increased by purchases of so many copies of one title as last year, as books have not appeared that seemed to warrant it. The large withdrawal on **Rent Book** account of loss is an accumulated loss of several **Collection** years that it seemed best to clear up. The circulation at both the main library and the branch was smaller than last year; 2,030 less at main, 235 less at branch.

A collection of pamphlets has been secured and arranged in vertical files easy of access. It contains 1,250 pamphlets. The **Pamphlet** library has had very little such material, but it is **Collection** necessary to have more, as so much material on present-day topics can at first be secured only in pamphlet form.

The Sunday lectures were continued the past year as heretofore. The library is much in debt to the speakers for the time **Sunday Lectures** and service they gave. To Mr. F. A. Hutchins and Mr. J. J. Pettijohn of the University Extension Division thanks are due for much help.

- Dec. 1. Prof. Paul Reinsch—The Balkan situation.
- Dec. 8. Mrs. E. C. Hillis—Food values and reducing the cost of living.
- Dec. 22. Dr. M. W. Haertel—Little journeys through the cities of Germany.
- Jan. 5. Prof. C. Lloyd Jones—The legislature and its problems.
- Jan. 19. Mr. O. Garfield Jones—The Philippines and the Filipinos.
- Jan. 26. Prof. J. L. Gillin—The sociology of dress.
- Feb. 2. Prof. O. P. Watts—A cruise along the coast of Maine.
- Feb. 9. Dr. E. L. Eaton—A stroll along the milky way.
- Feb. 16. Mr. F. P. Voelker—Dr. Jekyll and Mr. Hyde.
- Feb. 23. Mr. C. N. Brown—A trip through Great Britain.
- Mar. 2. Prof. H. K. Bassett—Eugene Field recital.
- May 4. Mr. E. M. Griffith—Forestry conditions in Wisconsin.

An exhibit of articles made in the Philippines was held at the time of Mr. Jones' lecture and was furnished by him. This attracted much attention. A forestry exhibit sent out by the U. S. Bureau of Forestry was here for two weeks in April and May. The Philatelic society held an exhibit of stamps and the pottery class of the high school an exhibit of pottery made by them. At Christmas time the usual exhibit of books was held by the kindness of loans from the A. L. A. Book-list office and the Wisconsin Library Commission.

The library has been used as a meeting place eighty-seven times by various committees, clubs, societies and boards for time varying from a few minutes to several days.

Many magazines have been given to the library and to the donors the library returns thanks. Books have also been sent, the largest gift being from the heirs of the John C. Freeman estate. All these gifts are much appreciated, as they often bring to the library what it could not buy.

Miss Margaret Lathrop closed her work Aug. 1, 1913, to take a position as head of the Schools Division in the Seattle library.

Miss Mary Ives began her work as high school librarian Staff Aug. 1. Miss Gertrude Cobb left Oct. 1 to take charge of the Janesville library and was succeeded by Miss Elizabeth Williams. Oct. 1 Miss May Lewis, who had served as an apprentice since April, began work as a member of the staff. Miss Mabel Graham entered as an apprentice in October with previous experience and in January became one of the assistants.

Reports of Sixth Ward branch libraries will be found Branch Librarians appended to this report. Full statistical tables will also be found.

The success of the work of the library as one of the public institutions of the city has been largely due to the members of the Library Board, who have given freely of their time to further the work and to the enthusiasm and faithfulness of the library staff.

Respectfully submitted,

MARY A. SMITH.

### Report of Sixth Ward Librarian

The report of the Sixth Ward library concerns itself mainly with the removal to the new \$15,000 building and the consequent gains in work. The new building was opened March 2 and formally dedicated March 22, 1913, with a program of addresses and music followed by a reception.

During the year, 535 new borrowers' cards have been issued and many transfers made from the main library. An increase of 3,815 appears in the circulation, showing the largest gain in adult non-fiction and children's books and attesting two facts, that the library is growing more useful and its use more widespread.

Three hundred and thirty-five books have been added to the shelves, 7 traveling libraries loaned by the Wisconsin Library Commission, 155 books loaned by the Engineering library, 15 by the Agricultural library and 416 by the main city library. Borrowers are encouraged to feel that material desired can be obtained, if in other libraries in the city. Much attention has been paid to the buying of books in adult non-fiction, especially in engineering, vocations and travel, with very good results. A well arranged picture collection has been added and used by teachers and others.

Splendid bulletin space has given opportunity for many displays of different kinds.

The outlook for the coming year is the brightest possible, with opportunities for a lecture course and classes in the new auditorium, many inquiries for these already having been received.

FRANCES ELLSWORTH,  
*Sixth Ward Branch Librarian.*

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### Report of High School Librarian

In August, 1912, the high school library contained 1,428 volumes, of which 264 volumes were held at the main library for circulation among high school students for their outside reading in English. The other 1,164 were kept at the high school library. About half of these had been catalogued. Three hundred and eighty-eight volumes have been added during the past year and catalogued, making the catalogue complete to date.

A record of attendance of students using the library was kept from Dec. 18, 1912, through Feb. 5, 1913. The average attendance of students using the library on school days was 216, the maximum 342. This did not represent an especially busy period, being at the end of one term and the beginning of another. On very busy days at other times in the terms, the attendance went as high as 400.

During the year, 31 reference lists were prepared for teachers. Two hundred books were reserved at the main library for the use of high school classes, and 208 books, 106 pamphlets, and 413 pictures taken to the high school.

A course of library instruction has been given in the first year English classes, which included a review of the classification system and the use of the catalogue, the study of a book, the care of a book, the use of the table of contents, the index, etc., a study of dictionaries, and a study of encyclopedias. This course covered five one-period recitations for each of the fourteen classes. Two hundred and fifty-three first-year students were taught. At the request of some of the English teachers, instruction in the use of magazine indexes was given in certain junior and senior classes, as these students had had no library instruction. This work took one period for each class and eight classes received the instruction, about 120 students.

*Book Account.*

Books in library July 1, 1912-----	1,428
Books added—	
By gift -----	69
By purchase -----	319
	— 388
Books in library July 1, 1913-----	1,816

MARY IVES,  
*High School Librarian.*

TABLE I.  
*Book Account, 1912-13.*

	Main Library	Sixth Ward Branch	High School Branch	School Collection	Total
No. of vol. July 1, 1912--	22,380	1,444	465	2,717	27,006
<b>Additions:</b>					
By purchase-----	1,061	296	319	727	2,403
By gift-----	277	72	---	---	349
From other sources-----	420	48	---	---	468
Totals-----	1,758	416	319	727	3,220
Withdrawals-----	501	81	2	111	695
No. of vol. July 1, 1913--	23,637	1,779	782	3,333	29,521

TABLE II.  
*Rent Collection, 1912-13.*

Main Library—			
No. of vol. July 1, 1912-----			435
Additions-----	235		-----
Withdrawals-----	310		-----
No. of vol. July 1, 1913-----			365
Sixth Ward Branch—			
No. of vol. July 1, 1912-----			26
Additions-----	26		-----
Withdrawals-----	20		-----
No. of vol. July 1, 1913-----			32
Circulation of rent books at main library-----			6,607
Circulation of rent books at branch library-----			444
Total-----			7,051

TABLE III.  
*Circulation Statistics 1912-13.*

	Main Library		Sixth Ward Branch		Stations		School Dupl'e	Total
	A	C	A	C	A	C	C	
Periodicals—Bound	249	49	9	32	—	—	1	333
Periodicals—Current	3,240	302	2,451	302	1,026	—	—	7,321
General works	114	—	—	—	—	—	—	114
Philosophy	874	16	5	48	—	—	2	945
Religion	914	61	24	51	3	5	63	1,121
Sociology	2,258	181	28	14	—	—	222	2,703
Philology	158	4	20	—	—	—	92	274
Science	1,256	985	93	284	14	40	1,164	3,836
Useful arts	2,021	510	194	379	14	21	190	3,329
Fine arts	2,628	388	115	142	15	2	45	3,335
Literature	4,775	1,215	159	451	17	30	1,325	7,972
Biography	1,698	684	105	460	24	23	528	3,522
Travel	1,797	1,520	167	523	54	50	1,174	5,285
History	2,108	2,367	211	534	24	94	1,657	6,995
Fairy tales	—	3,427	—	1,154	—	191	2,870	7,642
French	29	—	—	—	—	—	—	29
German	1,225	—	430	—	—	—	—	1,655
Norwegian	309	—	165	—	—	—	—	474
Music	501	—	—	—	—	—	—	501
Pamphlets	126	—	—	—	—	—	—	126
Fiction	54,841	12,423	10,320	8,104	4,263	541	4,149	94,641
Total	81,121	24,125	14,496	12,478	5,454	1,000	13,479	152,153

TABLE III.

*Circulation Statistics 1912-13 (continued.)*

Total adult circulation-----	101,071
Total children's circulation-----	51,082
Grand total-----	152,153
Percentage of fiction adult and children's-----	62
Percentage of children's books-----	33.5
No. of days main library was open for circulation-----	308
Average daily circulation—Main library-----	341
Average daily circulation—Branch library-----	89
Largest monthly circulation—Main library, March-----	10,441
Largest monthly circulation—Branch library, March-----	2,921
Smallest monthly circulation—Main library, September-----	6,784
Smallest monthly circulation—Branch library, August-----	1,213
No. of pictures circulated-----	4,061
No. of mounted poems circulated-----	567
Circulation of books on teachers' cards-----	4,102
No. of Sundays Main library was open-----	34
No. of people using library on Sunday-----	2,451
No. of Sundays Branch library was open-----	12
No. of people using Branch library on Sunday-----	480

TABLE IV.

*Registration 1912-13.*

	Adult	Children	Total
No. of borrowers July 1, 1912-----	9,938	4,467	14,405
Additions:			
New borrowers -----	2,220	1,053	3,273
Re-registrations -----	582	163	745
Transferred from children's room	244	-----	244
Summer borrowers, 1912-----	133	-----	133
Deposit borrowers-----	70	-----	70
Total-----	13,187	5,683	18,870
Withdrawals:			
Cards expired—Re-registered -----	582	163	745
Cards expired—Not re-registered	828	310	1,138
Transferred to main library-----		244	244
Summer borrowers, 1912-----	133	-----	133
Deposit borrowers repaid-----	60	-----	60
Cards cancelled-----	201	25	226
Total-----	1,804	742	2,546
No. of borrowers July 1, 1913-----	11,383	4,941	16,324

TABLE V.  
*Financial Statement 1912-13.*

Unexpended balance July 1, 1912-----	\$4,293 26
Receipts—	
City appropriation-----	13,340 00
Wisconsin Library Commission-----	253 87
Rent -----	380 80
Interest on funds invested-----	75 00
Fines -----	544 12
New cards -----	14 20
Lost books -----	33 95
Waste paper sold-----	52 14
Postals -----	7 28
Subscriptions -----	34 00
Sixth Ward branch—Fines, etc.-----	22 94
Other sources -----	137 80
	----- \$19,189 36
Expenditures—	
Main Library—	
Books -----	\$1,139 17
School duplicate collection-----	425 52
Supplies and printing-----	199 22
Salaries -----	4,210 96
Binding -----	836 44
Repairs and improvements-----	318 83
Periodicals -----	300 15
Janitor service -----	1,062 55
Fuel -----	1,019 75
Light -----	428 95
Insurance -----	15 00
Janitor and toilet supplies-----	67 48
Furniture -----	93 70
Express, freight, dray, postage-----	148 37
Miscellaneous -----	91 78
	----- * 10,357 87

## Branch—Sixth Ward—

Books -----	188 21
Supplies and printing-----	16 10
Salary -----	400 00
Binding -----	79 97
Repairs and improvements-----	9 30
Periodicals -----	78 90
Janitor service -----	56 97
Light -----	60 02
Insurance -----	247 50
Janitor and toilet supplies-----	20 74
Furniture -----	8 23
Express, freight, dray, postage-----	12 94
Rent -----	320 00
Miscellaneous -----	40 14
	1,539 02

## Branch—High school—

Books -----	457 73
Supplies -----	32 02
Salary -----	690 00
Binding -----	17 55
Periodicals -----	17 80
	1,215 10
Unexpended balance-----	6,077 37
	\$19,189 36



