

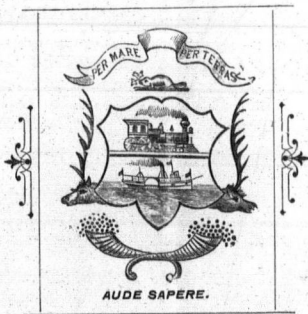
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THIRD
ANNUAL REPORT

....OF THE....



WINDSOR
PUBLIC LIBRARY

1897.

RECORD PRINTING CO., LIMITED.

APPOINTED

APPOINTE

APPOINTE

BOARD OF MANAGEMENT, 1897.

W. S. CODY, B. A., Chairman of the Board.

F. H. MACPHERSON, Secretary of the Board.

APPOINTED BY CITY COUNCIL—

R. F. SUTHERLAND, B. A.

ALFRED F. DEWSON,

JOHN CURRY,

JOHN DAVIS, Mayor.

Time Expires

Feb. 1, 1898.

Feb. 1, 1899.

Feb. 1, 1900.

APPOINTED BY BOARD OF EDUCATION—

W. S. CODY, B. A.,

JOS. O. REAUME, M. D.,

J. EDWARD O'CONNOR,

Feb. 1, 1898.

Feb. 1, 1899.

Feb. 1, 1900.

APPOINTED BY TOWN OF WALKERVILLE—

HENRY LYE, F. C. A.,

April 1, 1898.

COMMITTEES FOR 1897.

FINANCE.

J. ED. O'CONNOR, Chairman.

THE MAYOR.

R. F. SUTHERLAND.

JOHN CURRY.

ALFRED F. DEWSON.

W. S. CODY.

LIBRARY.

HENRY LYE, Chairman.

R. F. SUTHERLAND.

J. O. REAUME.

J. ED. O'CONNOR.

JOHN CURRY.

W. S. CODY.

BUILDING.

A. F. DEWSON, Chairman.

HENRY LYE.

WILLIAM KAY, B. A., Librarian.

REINE C. NEVEUX, Assistant Librarian.

NORA WATSON, Relieving Assistant Librarian.

JOHN CURRY.

JOS. O. REAUME.

THE PUBLIC LIBRARY

FERRY STREET,

Windsor, Ontario, Canada.

MEMORANDUM FOR 1897.

Population of City, 11,915.

Public Library opened December 6, 1894.

Library rate, four-tenths mill on assessment, giving \$2119 for 1897.

Total number of volumes in Library on December 31, 1897—7016.

Library open every day in the year excepting Sundays and Christmas day.

Volumes issued during the year, 48,922, a daily average of 156.

Borrowers' cards in force, 1516.

Number of visitors to the Library during the year, estimated about 15,000.

Number of papers and periodicals for use in reading room, 60.

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THE BOARD

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Annual Report of the Chairman of the Board.

WINDSOR, JANUARY 24TH, 1898.

THE BOARD OF MANAGEMENT OF THE WINDSOR PUBLIC LIBRARY :

Gentlemen,—It is with pleasure that I refer in this my report to the progress of the Library during the year just ended. By reference to the catalogues it will be noticed that, while we have kept the shelves well supplied with the latest and best fiction, more attention has been given to works of a higher standard. In this respect I might mention the purchase of a complete set of Bohn's Classical Library and of a large addition to the standard French works.

On account of the importance of the Queen's Jubilee many works pertaining thereto have been placed upon the shelves, not so much for the present demand for them, but that they may be kept for reference for future readers.

One feature of the Library has not yet received the attention that its importance warrants, that is the collection and preservation of documents pertaining to the early history of the county. The importance of collecting and preserving the rare documents concerning the county's early history, that they may be utilized by future historians, is second only to that of furnishing good literature to the readers of to-day.

I would also call the attention of the incoming Board to the crowded state of the shelves and consequently the necessity of providing in the near future more suitable accommodation for the Library. Not only a more commodious but a thoroughly fire-proof building should be obtained if possible.

Thanking you for the honor conferred in electing me chairman and for your hearty co-operation in everything pertaining to the welfare of the Library throughout the year, I beg to submit this my report.

W. S. CODY,
Chairman.

SECRETARY'S REPORT.

WINDSOR, DECEMBER 28TH, 1897.

THE CHAIRMAN AND BOARD OF MANAGEMENT, WINDSOR PUBLIC LIBRARY :

Gentlemen,—I beg to present herewith the third annual report of the Secretary upon the financial and general workings of the Board.

The statement accompanying this report shows the revenue for the year (including the balance carried forward) as \$3417.79. The expenditures amount to \$2793.25, leaving a balance on hand of \$624.54. The question has been asked: "Why the necessity for so large a balance on hand at the end of December?" I explain that though the report of the Board of Management as presented to the public covers the period from January 1st to December 31st in each year, to conform with the city's financial year, yet the appropriations are made to cover the maintenance of the Library four months later, i. e., till the 30th April, the close of the year, upon which is based the report made by the Board to the Minister of Education in conformity with the statute governing public libraries.

The deficiency in the appropriation from the City Council in 1896 has been made good by the Council of 1897.

A statement of assets is included in my report. As a number of books have become so worn out as to be unfit for further circulation, I have made what I consider a fair deduction to cover this depreciation in the assets.

It will be observed that the expenditure for books in 1897 exceeds by some \$350 the payments on the same account for 1896. This is accounted for by the fact that a number of books ordered in 1896 and provided for in the appropriation for that year were not paid for till 1897.

During the year just ending the crowding of the books was somewhat relieved by additional space being taken from the reading room. Further accommodation will be required in this direction in the very near future.

The time has, I think, arrived when a card catalogue and cabinet should be provided for the proper cataloguing of all books in the Library—both by authors and subjects—except fiction and juvenile. If longer delayed the work will become burdensome and that care and exactness which must be taken in order to produce the best results, is liable to be sacrificed in a desire to hurry through the task. The introduction of the card catalogue will do away with the necessity for so frequently issuing printed catalogues of the general works.

More attention should be given to the collection and preservation of pamphlets and magazine articles, newspaper cuttings, etc. Some of the best thoughts given to the world to-day on scientific and other matters are in the form of newspaper or magazine articles or pamphlets. A cabinet or receptacle of some kind should be provided for the proper and systematic preservation of material of this sort.

The arrangement with the Town of Walkerville whereby the citizens of that corporation enjoy the privilege of the Library and reading room, in return for an annual grant, still prevails and is, I believe, mutually satisfactory.

The question of securing more commodious quarters will soon confront the Board. Before that time arrives I trust that some philanthropic and benevolent citizen may take the matter of providing a home for this excellent and popular educational institution into his serious consideration.

In closing I desire to place on record my thorough appreciation of the kindly treatment I have always received at the hands of the members of the Board since its organization, and to say that though my active official connection with your Board may cease yet my interest in the progress and welfare of the Library will continue as great as it has ever been.

Respectfully,

F. H. MACPHERSON, Secretary.

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Furniture.
Catalogues
Bindings..

STATEMENT

FOR YEAR ENDING DECEMBER 31st, 1897.

INCOME.

1897.		
Jan. 1.	Balance to carry forward	\$ 638 70
Dec. 31.	Requisition from City Council	2194 90
	Ontario Government grant	225 00
	Walkerville grant	175 00
	Fines, fees, etc.	
	Sale of catalogues	172 14
	Books lost and paid for by patrons	12 05
	Interest received on bank balance	
		<u>\$3417 70</u>

EXPENDITURES.

1897.		
Dec. 31.	Books	\$ 812 98
	Periodicals	149 49
	Binding	137 25
	Building and repairs	28 65
	Furniture	73 20
	Rent and insurance	202 50
	Light and heat	107 81
	Salaries	696 56
	Catalogues	96 20
	Printing and advertising	108 25
	Incidentals	65 26
	Debiture and interest	320 10
		<u>\$2793 25</u>
	Balance to carry forward	624 54
		<u>\$3417 79</u>

STATEMENT OF ASSETS.

DECEMBER 31st, 1897.

Books	\$ 3870 10
Periodicals and binding	608 68
Furniture	626 24
Catalogues	177 15
Bindings	142 90
	<u>\$5425 07</u>
Balance to carry forward	624 54
	<u>\$6049 61</u>

The Librarian's Third Annual Report.

WINDSOR, JANUARY 25, 1898.

THE BOARD OF MANAGEMENT, WINDSOR PUBLIC LIBRARY :

Gentlemen.—It falls to my lot again to submit to you my annual report, this being the third since the opening of the Library. On looking over it you will, on the whole, find cause for congratulation in the continued success of the institution over which you have presided during the past year.

The number of readers in Windsor and Walkerville who availed themselves of the privileges of the Library during 1897 was 1,516, this being a slight increase over the previous year. While other forms of literature have not been entirely neglected, fiction or the story still furnishes the chief mental pabulum of the great bulk of our readers; and this probably will ever be the case, despite warnings from the pulpit and occasionally also from the press. During the past year the "trashy novel" has come in for a fair share of criticism. And every one will admit that novels positively immoral or merely silly ought not to be placed upon our shelves, and as a matter of fact we try to exclude them; yet in criticizing fiction reading it seems unjust to assume that the only legitimate motives for reading books are the improvement of our morals and the instruction of our minds. Is not the mind at times in need of unbending or recreation, as well as the body? We are not all Gladstones, able to find recreation in the study of mediæval theology. Minds wearied and jaded by the worries and cares of business, or by professional studies, often find just what they want in the latest novel or the daily papers.

The classified statement, given on another page, shows the whole circulation of all the departments to have been 48,922, being about 1,000 more than in 1896; while the total circulation of books alone, omitting magazines and periodicals, was about 1,200 less than in the previous year, the decrease being almost altogether in the department of fiction. There has been an increase in the circulation of works on sociology, general literature and the useful arts. There has been a very marked decrease in the number of readers of French literature. This is much to be regretted, but is no doubt owing to the fact that our supply of French works is necessarily limited and that our French people grow up with even a better knowledge of the English language—the language of our schools—than of their mother tongue. They have also English books to choose from in greater abundance and variety. In the demand for German books there has been a slight increase.

The number of volumes added to the Library during the year by purchases was 850, while 23 were donated, making the total addition for the year 873. There have been placed upon the shelves 125 bound volumes of the magazines. Some 35 volumes have been withdrawn from circulation on account of their dilapidated condition. As the number of volumes in the Library on December 31st, 1896, was 5,943, the number now (December, 1897,) will be 7,016.

To the stock of pamphlets, government reports, etc., has been made an addition of about 400 which have been classified, catalogued and arranged upon the shelves. During the year 37 volumes of newspapers have been bound. These are very bulky and if added to at the same rate will soon require a large room for their storage.

While the attendance in the reading room fluctuates greatly with the time of day or the state of the weather, it has on the whole been manifestly increasing, and if the number of patrons or visitors for 1896 was, as estimated, about 12,500, the number in 1897 ought to be at least 15,000. As to the conduct of our patrons there is little to find fault with. Once or twice groups of school children have been complained of as being a little too noisy in looking over the illustrated magazines or at

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the door when leaving the building. I found, however, that taking down the names of two or three and threatening them with an enforced visit to the Police Magistrate had a wholesome effect. Some little fault has been found, especially by the people of Walkerville, with the fine which is exacted for keeping books over time, which is thought to be excessive. While a fine is necessary to safeguard our books, and serves also to weed out careless and half-hearted readers, perhaps the amount might be lessened, at least in the case of the Walkerville people, who, when they come to Windsor, are also put to the expense of car fare. It is still a matter for regret that the ladies of the city make so little use of the reading room.

All of which is respectfully submitted.

WM. KAY, Librarian.

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DONATIONS.

FROM CANADA.

Windsor, Ont.....	E. Clarke, Esq.—1 vol.
"	Andrew Braid, Esq.—2 vols.
"	A. F. Dewson, Esq.—1 vol.
"	F. S. Evans, Esq.—29 numbers of Scribners.
"	F. H. Macpherson, Esq.—290 pamphlets, etc.
Ottawa, Ont.....	Dominion Government—12 vols., 40 pamphlets, etc.
"	Royal Society of Canada—1 vol.
Toronto, Ont.....	Ontario Government—3 vols., 45 pamphlets, etc.
"	Educational Department—2 vols., 1 pamphlet.
"	Order of Foresters—Miscellany for 1897.
"	Goldwin Smith, Esq.—1 vol.

FROM UNITED STATES.

Washington, D. C....	U. S. Government Geological Survey Dept.—2 vols.
"	Smithsonian Institute—6 pamphlets.
Indianapolis, Ind....	State Government—3 pamphlets.
Cleveland, O.....	D. A. Keister, Esq.—1 vol.

FROM GREAT BRITAIN.

London, Eng....	Royal Colonial Institute—1 vol. of Journal.
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