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**SECOND
ANNUAL REPORT
OF THE**



**WINDSOR
PUBLIC LIBRARY**

1896.

PRINTED AT THE RECORD OFFICE.
1897.

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APPOINT

APPOINT

*J.
M. J. O'

*A.
Commit

BOARD OF MANAGEMENT

1896.

R. F. SUTHERLAND, Chairman of the Board.

F. H. MACPHERSON, Secretary of the Board.

APPOINTED BY CITY COUNCIL:

John Curry,

R. F. Sutherland, B. A.

Alfred F. Dewson,

D. W. Mason, Mayor,

TIME EXPIRES.

Feb. 1, 1897.

“ 1898.

“ 1899.

APPOINTED BY BOARD OF EDUCATION:

*J. Edward O'Connor,

W. S. Cody, B. A.,

Jos. O. Reaume, M. D.

“ 1897.

“ 1898.

“ 1899.

*J. Ed. O'Connor was appointed in August, 1896 to fill the unexpired term of M. J. O'Connor, resigned.

COMMITTEES FOR 1896.

FINANCE.

J. O. Reaume, M. D. Chairman.
The Mayor,

John Curry,
W. S. Cody,

R. F. Sutherland.

LIBRARY.

W. S. Cody, Chairman,
Jno. Curry,

J. E. O'Connor,
R. F. Sutherland,

Alfred F. Dewson.

BUILDING.

Alfred F. Dewson, Chairman,
J. E. O'Connor,

J. O. Reaume, M. D.,
John Curry.

WILLIAM KAY, B. A., Librarian.

REINE C. NEVEUX, Assistant Librarian.

NORA WATSON, Relieving Assistant Librarian.

*A. F. Dewson succeeded M. J. O'Connor (resigned) as Chairman of Building Committee.

THE PUBLIC LIBRARY

FERRY STREET,

Windsor, Ontario, Canada.

MEMORANDUM FOR 1896.

Population of City, 11,594.

Public Library opened Dec. 6, 1894.

Library rate, one-third mill on assessment, giving \$1450 for 1896.

Total number of volumes in Library on Dec. 31, 1896—5943.

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

Volumes issued during the year 47,992, a daily average of 152.

Borrowers cards in force, 1511.

Number of visitors to the Library during the year, estimated about 12,500.

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

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Annual Report of the Chairman of the Board.

WINDSOR, JANUARY 21st, 1897.

THE BOARD OF MANAGEMENT OF THE WINDSOR PUBLIC LIBRARY :

Gentlemen,—It will be apparent to readers of the reports of your Secretary and Librarian submitted herewith and covering in detail nearly everything of consequence to be said, that I need add but little in this, my report, by way of suggestion or criticism. It is clearer than ever that the library has been filling a felt want in the community and is being well appreciated and utilized by many of our citizens. It is with regret that I notice that the French and German books are not read more. I am sure the Board would be glad to increase the number and variety of these if greater advantage were taken of those at present on the shelves.

The Board is to be congratulated on completing during the year the arrangement with the Town of Walkerville by which its citizens now enjoy with ours on reasonable terms the advantages of the library. It was also pleasing to hear the encomiums of Dr. May, the Superintendent of Public Libraries on the general condition of the Library. The Board, in order to attract even greater attention to the Library, have inaugurated during the year a series of literary evenings which are still in progress and which, it is hoped, while attaining the end sought will, at the same time, assist in developing a wholesome and cultured taste for reading among our people.

I would urge that the copies of the daily and weekly newspapers on file be bound so as to keep in a permanent shape in the Library the valuable record of events which they constitute and to which, in course of years, reference will be so important.

Thanking you for the honor conferred in electing me your Chairman, and for your hearty co-operation throughout the year, and expressing my pleasure that the relations of the members of the Board have been so uniformly courteous, harmonious and satisfactory. I beg to submit this, my report,

R. F. SUTHERLAND,

Chairman.

SECRETARY'S REPORT.

WINDSOR, JAN'Y 20TH, 1897.

THE CHAIRMEN AND BOARD OF MANAGEMENT, WINDSOR PUBLIC LIBRARY :

GENTLEMEN,—I have pleasure in presenting you with the second annual report of the financial and general workings of the Board. I first call attention to the statement of receipts and expenditures for the year ending December 31, 1896.

The total receipts (including balance on hand at the beginning of the year) are \$2,508.47. The disbursements \$1,959.77, leaving a balance to carry forward of \$638.70. The balance in the hands of the city treasurer (who is also treasurer of this Board) is not so much as the amount given above by \$116.00. This discrepancy is made up in two items, viz. : \$16.00 deducted by the city treasurer, for the cost of the library debentures; and a deficiency in the appropriation from the city council for the year 1896, which deduction is not recognized by this board. The first item should, I think, be allowed by the Board. The second is at present before the finance committee of the city council, and will, I am assured, be placed to the credit of the Board shortly.

A statement of the assets is included in this report.

During the early part of the year negotiations were opened with the municipal corporation of the town of Walkerville, with a view to having that corporation join with Windsor in the benefits of the Library. Satisfactory arrangements were made (Walkerville contributing in the proportion of one to ten toward the maintenance of the Library) and on April 1st the people of Walkerville were admitted into full membership. Mr. Henry Lye was appointed by the council to represent the interests of Walkerville upon the Board, in accordance with the statute in that behalf.

Supplements numbers 1 and 2 to the general catalogue have been issued during the year, bring the cataloguing of the books up to September 1st. It will be necessary to issue supplement No. 3 almost immediately.

The Librarian's report gives in detail the circulation of books and periodicals for the year, and gives particulars of the patronage for the year.

One of the first duties of the Management for the incoming year will be the providing of more room for books.

The Board has subscribed for a complete edition of a new work now in press (a limited edition of 750 copies) entitled, "The Jesuit Relations and Allied Documents." The first two volumes are at hand. It will take some five years to complete the work, which will be of exceeding great interest to the people of this vicinity, covering as it does the early history of the entire locality.

A special committee was appointed during the year, charged with the responsibility of collecting and preserving donations of old papers and documents of an historical character relating to this portion of the Province. Some progress has been made, acknowledgement of which is made under the proper heading in this report. Greater efforts should, however, be put forth in this direction, and it is hoped that the incoming Board will actively interest itself along this line.

Dr. S. P. May, Superintendent of Public Libraries, visited the Library on August 29th, and expressed himself as being extremely pleased with the progress of the institution, with the excellent selection of books, and the patronage bestowed upon the library and reading room. He pointed out that Windsor was the first Free Library established under the Act, where no Mechanic's Institute had previously existed. The Windsor Library Board was also the first to take into affiliation an outside municipality and Teachers' Institute.

I cannot again refrain from mentioning with pleasure the unanimity which has existed amongst the members of the Board. I have to repeat, as of last year, that but on one occasion has the chairman found it necessary to test the Board by submitting an amendment to the original motion.

All of which is respectfully submitted.

F. H. MACPHERSON, Secretary.

1896.
Jan. 1.
Dec. 31.

1896.
Dec. 31.

Books...
Periodicals
Furniture
Catalogues
Bindings.

B

STATEMENT

FOR YEAR ENDING DECEMBER 31st, 1896.

RECEIPTS.

1896.			
Jan. 1.	Balance from 1895.....	\$ 515 96	
Dec. 31.	Requisition on city council	1450 00	
	Ontario Government grant	250 00	
	Walkerville grant.....	175 00	
	Fines, fees, etc.....	\$184 78	
	Sale of catalogues	17 70	
	Books lost and paid for by patrons	5 03	207 51
			\$2598 47

DISBURSEMENTS.

1896.			
Dec. 31.	Books	\$ 447 77	
	Periodicals.....	220 34	
	Binding	142 90	
	Building and repairs.....	71 00	
	Furniture.....	43 50	
	Rent and insurance.....	180 00	
	Light and heat.....	46 49	
	Salaries.....	610 32	
	Printing and advertising	143 30	
	Incidentals.....	54 15	
		\$1959 77	
	Balance to carry forward.....	638 70	\$2598 47

STATEMENT OF ASSETS

DECEMBER 31, 1896.

Books.....	\$3157 12
Periodicals.....	459 19
Furniture.....	553 04
Catalogues.....	88 65
Bindings.....	142 90
	\$4400 90
Balance to carry forward.....	638 70
	\$5039 60

The Librarian's Second Annual Report.

GENTLEMEN,—I have the honor to place before you my second annual report for the year ending December 31st, 1896. In comparing the report of last year with this one it should be borne in mind that the former covered a period of 13 months, dating from the beginning of December, 1894, when the Public Library was opened.

THE LIBRARY.

From this report it will be seen that our Library, on the whole, is increasing in favor with the people of Windsor, and this in spite of the apparent falling off in the number of readers. The number of borrowers' cards sold was 1511, being 202 less than the previous 13 months. During the first year of our existence there were quite a number of names on our books representing only occasional patrons, and some indeed who purchased borrowers' cards and never took out a single book, their object apparently being merely to show their good will towards the new institution. Readers of Fiction, of course, still outnumber all others, although the perusal of works of a more substantial character is evidently on the increase. There is a considerable decrease in the number of readers of Juvenile Literature. This is partly to be explained by the fact that our youthful patrons are soon attracted to swell the ranks of the readers of fiction. Particulars as to the circulation of books will be found in the table appended.

THE READING ROOM.

The reading room still retains its popularity, as is shown by the record of periodicals (magazines and papers) which have been read or consulted. The patronage bestowed upon the daily and weekly newspapers, of which of course no record is kept, has been even more pronounced. Indeed it often happens that intending readers turn back on entering the room on account of observing that their favorite papers have been pre-engaged. The disposition on the part of a few to forget the rights of others by lingering too long over the papers I have endeavored to check by posting up notices calling attention to number 32 of the Library's Rules.

GENERAL STATEMENT.

The number of volumes at present on our shelves is 5943, being 689 volumes more than last year. These comprise 5599 obtained by purchase, and 43 volumes donated by various parties. From this it will be seen that there were added to the Library during last year by purchase 636 volumes at a cost of \$486.99. The attention of the Board is called to the fact that the shelf room originally provided is now almost entirely occupied, and new stacks of shelves will have to be erected.

I may add that during the past year all the pamphlets belonging to the Library, consisting almost entirely of the science publications of the Smithsonian Institution of Washington and Canadian Government reports and blue books, to the number of nearly 1000, have been classified and arranged on the shelves, and a written catalogue of them made, so that they are easily available to any one who may wish to consult them. Many of the back numbers of magazines and periodicals have been bound in volumes and placed on the shelves, and the back numbers of all the papers subscribed for by the Board have been arranged in piles ready for the binder.

The table annexed shows that there has been a decrease in the number of readers of French and German books. This may be partly owing to the fact that no additions have been made during the year to our list of books in those languages. This I think, ought to be remedied.

CONDUCT AND OBSERVANCE OF RULES.

As to the conduct of frequenters of Library and Reading Room there is very little to complain of. The rules that seem most in danger of being broken through are those in reference to the exclusion of dogs and to the keeping of works of fiction three days before they can be exchanged. The fining of delinquents still occupies too prominent a place in the working of the Library, though only a very few are disposed to grumble at the amount of the fine, these being chiefly people who never before belonged to a public library. I may add that there are still a few old fines remaining unpaid by incorrigible delinquents, amounting in most cases to only a few cents. Some of these parties no doubt have left the town. But the meanness of the act of a person who would get a friend to sign his guarantee card to enable him to enjoy the privileges of our Library, and who would then leave that friend in the lurch for a fine of a few cents is only to be paralleled by that of the tramp who would steal an umbrella from the porch of a man who had just provided him with a good substantial meal.

All of which is respectfully submitted,

Jan. 7, 1897.

WM. KAY,
Librarian.

Windsor,
 Chatham,
 Ottawa,
 Toronto,
 Lansing,
 London,

Classified Circulation of Books Issued from Windsor Public Library From January 1st to December 31st, 1896.

CLASSES.	CLASSES.												Totals.
	Jan.	Feb.	March.	April.	May.	June.	July.	Aug.	Sep.	Oct.	Nov.	Dec.	
Philosophy.....	8	9	11	10	7	3	7	5	5	4	5	6	80
Religion.....	12	12	26	25	16	9	13	18	10	11	11	22	185
Sociology.....	14	13	9	7	13	5	6	4	7	7	14	14	113
Philology.....				3	1						2		6
Natural Science.....	14	12	21	21	24	19	13	18	17	20	13	17	209
Useful Arts.....	12	18	13	7	4	1	5	10	4	5	4	2	94
Fine Arts.....	6	6	6	5	8		4	7	11	7	3	3	70
Literature.....	33	46	50	53	36	30	39	46	39	43	59	36	480
History, (Travels and Biography).....	131	128	139	150	99	84	95	93	101	97	68	104	1289
Fiction.....	2282	2699	2681	2579	2234	2389	2731	2294	2296	2220	2533	2564	28922
Juvenile Literature.....	515	564	637	533	489	459	488	464	353	429	562	648	6141
French Literature.....	35	54	47	44	34	26	32	48	29	38	20	30	457
German Literature.....	17	17	8	10	8	6	2	1	2	3	1	8	83
General Works.....	57	77	75	84	84	63	101	89	66	56	65	94	911
Periodicals.....	754	674	799	699	440	468	573	599	514	700	841	911	7972
Totals.....	3840	4329	4522	4290	3597	3572	4109	3666	3454	3940	4171	4462	47992

DONATIONS.

FROM CANADA.

- Windsor, Ont. Wm. McGregor, Esq., M. P.—25 pamphlets, etc.
" Wm. J. McKee, Esq., M. P.—10 Vols.
" Mrs. E. Martin—2 vols.
" Wm. Deane, Esq.—1 vol.
" Essex County Council—1 Ms.
" I. B. Cornwall, Esq.—1 old document.
Chatham, Ont. Judge Woods—1 vol.
Ottawa, Ont. Dominion Government—11 vols., 34 pamphlets, etc.
" Royal Society of Canada, through Dr. Bourinot—2 vols.
Toronto, Ont. Ontario Government—6 vol., 36 pamphlets, etc.
" Educational Department, through Dr. J. G. Hodgins—4 vols.
" and 28 pamphlets.
" Educational Department, through Dr. S. P. May—1 vol.
" Hon. R. Harcourt—1 vol.
" Order of Foresters—numbers of Miscellany for 1896.

FROM UNITED STATES.

- Lansing, Mich. Michigan Historical Society—5 vols.

FROM GREAT BRITAIN.

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