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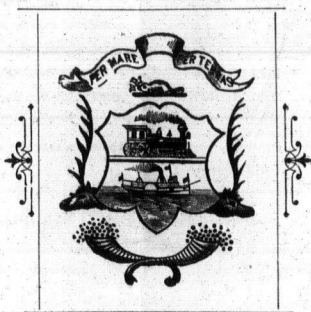
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..FOURTH..

# ANNUAL REPORT

...OF THE...



WINDSOR

## PUBLIC LIBRARY

1898.

RECORD PRINTING COMPANY, LIMITED.

APPOINTED

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## BOARD OF MANAGEMENT, 1898.

HENRY LYE, F. C. A., Chairman of the Board.

ANDREW BRAID, Secretary of the Board.

### APPOINTED BY CITY COUNCIL—

Time Expires.

ALFRED F. DEWSON, Feb. 1, 1899.

JOHN CURRY, Feb. 1, 1900.

ANDREW BRAID, Feb. 1, 1901.

JOHN DAVIS, Mayor.

### APPOINTED BY BOARD OF EDUCATION—

JOS. O. REAUME, M. D., Feb. 1, 1899.

J. EDWARD O'CONNOR, Feb. 1, 1900.

W. S. CODY, B. A., Feb. 1, 1901.

### APPOINTED BY TOWN OF WALKERVILLE—

HENRY LYE, F. C. A., April 1, 1899.

## COMMITTEES FOR 1898.

### FINANCE.

W. S. CODY, Chairman.

JOS. O. REAUME.

J. EDWARD O'CONNOR.

A. F. DEWSON.

JOHN CURRY.

THE MAYOR.

### LIBRARY.

JOHN CURRY, Chairman.

A. F. DEWSON.

HENRY LYE.

J. EDWARD O'CONNOR.

W. S. CODY.

ANDREW BRAID.

### BUILDING.

A. F. DEWSON, Chairman.

JOHN CURRY.

JOS. O. REAUME.

J. EDWARD O'CONNOR.

WILLIAM KAY, M. A., Librarian.

REINE C. NEVEUX, Assistant Librarian.

NORA WATSON, Relieving Assistant Librarian.

# THE PUBLIC LIBRARY

FERRY STREET,

Windsor, Ontario, Canada.

## MEMORANDUM FOR 1898.

Public Library opened December 6, 1894.

Total number of volumes in Library on December 31, 1898—7509.

Volumes issued during the year—44,437—a daily average of 142.

Borrowers' cards in force—1,428.

Number of papers and periodicals for use in reading room—51.

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THE BOARD

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## Annual Report of the Chairman of the Board.

WINDSOR, JANUARY 24TH, 1899.

### THE BOARD OF MANAGEMENT OF THE WINDSOR PUBLIC LIBRARY:

*Gentlemen*.—The end of the year of my chairmanship is the opportunity for drawing attention to the facts of the great improvement in the classes of books used and read by the public and in the use of the reference library.

We have to face the necessity for improvement and increase in the accommodations and conveniences of the building, which makes it appear necessary to find a new building and to provide more shelving, so conveniently arranged as to enable the patrons to see the titles of as many of the books on hand as may be possible.

The new board will, I believe, find it necessary to make large outlays in these directions and in the replacement of many classes of books now near the end of their usefulness.

It is pleasant to observe the increase in the donations and the value of the books and documents which have been added to the library in this manner. We have had the present building examined and find that the roof is scarcely capable of repair.

I have recommended the termination of the lease of the present premises, but it has been deemed best to reserve this matter for the consideration of the new board.

With many wishes for the continued usefulness and prosperity of the Library.

HENRY LYE,

Chairman.

## SECRETARY'S REPORT.

WINDSOR, JANUARY 25TH, 1899.

THE CHAIRMAN AND BOARD OF MANAGEMENT, WINDSOR PUBLIC LIBRARY:

*Gentlemen*,—I beg to present herewith the fourth annual report of the Secretary upon the finances of the Board.

Although the Ontario Government grant was less than we were entitled to, the shortage was partially equalized by the extra amount of \$25.00 generously granted by the council of Walkerville.

In the expenditures during the year we have kept well within the estimates we decided upon at the outset. It may again be explained that though this report covers the year from January 1st to December 31st, to conform with the city's financial year, our appropriation is made to cover the maintenance of the Library four months later; that is, until the 30th of April, the close of the year, on which is based our report to the Minister of Education, in conformity with the statute governing public libraries. So that the balance mentioned above has to keep up the Library from the 1st of the year to the 30th of April next.

The statement of assets included in my report is, I believe, a fair valuation of our property. To the item of binding is added one-half only of the amount actually expended in this direction during the past year; and from the item of furniture a deduction is made, on account of damage to the bicycle rack, so wantonly broken by an unknown person some time after it had been set in place for the accommodation of the public.

Respectfully,

ANDREW BRAID, Secretary.

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Books . . .  
Periodicals  
Furniture  
Catalogues  
Buildings

† Hal  
\* Dec



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## STATEMENT

FOR YEAR ENDING DECEMBER 31ST, 1898.

### INCOME.

|         |  |                   |
|---------|--|-------------------|
| 1898.   |  |                   |
| Jan. 1  | Balance to carry forward.....  | \$ 624 54         |
| Dec. 31 | Requisition from city council .....  | 2325 00           |
|         | Ontario Government grant .....   | 212 50            |
|         | Walkerville grant .....  | 200 00            |
|         | Fines, fees, etc.; sale of catalogues, books lost and<br>paid for by patrons ..... | 156 45            |
|         | Interest received on bank balance .....  | 13 64             |
|         |  | <u>\$ 3532 13</u> |

### EXPENDITURES.

|         |  |                   |
|---------|--|-------------------|
| 1898.   |  |                   |
| Dec. 31 | Books .....                                | \$ 534 77         |
|         | Periodicals .....                          | 100 34            |
|         | Binding .....                              | 74 35             |
|         | Building and repairs .....                 | 12 63             |
|         | Furniture .....                            | 6 75              |
|         | Rent and insurance .....                   | 213 50            |
|         | Light and heat .....                       | 102 94            |
|         | Salaries .....                             | 675 19            |
|         | Catalogues, printing and advertising ..... | 132 00            |
|         | Incidentals .....                          | 74 37             |
|         | Debiture and interest .....                | 320 10            |
|         |  | <u>\$ 2246 84</u> |
|         | Balance to carry forward.....              | 1285 29           |
|         |  | <u>\$ 3532 13</u> |

NOTE.—There are a number of accounts to be paid, which constitute a series of liabilities, diminishing the apparent surplus.

## STATEMENT OF ASSETS.

DECEMBER 31ST, 1898.

|                                       | Jan. 1st,<br>1898. | Added<br>during year. | Deducted<br>during year. | Totals.          |
|---------------------------------------|--------------------|-----------------------|--------------------------|------------------|
| Books.....                            | \$3870 10          | \$534 77              | \$150 00                 | \$4254 87        |
| Periodicals .....                     | 608 68             | 100 34                |                          | 709 02           |
| Furniture .....                       | 626 24             | 6 75                  | 3 00†                    | 629 99           |
| Catalogues .....                      | 177 15             | 40 70                 | 10 95                    | 206 90           |
| Buildings .....                       | 142 90             | 37 12*                |                          | 180 02           |
|                                       | <u>\$5425 07</u>   | <u>\$ 719 68</u>      | <u>\$ 163 95</u>         | <u>\$5980 80</u> |
| Balance on hand at Dec. 31, 1898..... |                    |                       |                          | 1285 29          |
| Total.....                            |                    |                       |                          | <u>\$7266 09</u> |

† Half of amount spent during 1898 for bindings.

\* Deducted for damage to bicycle rack.

# The Librarian's Fourth Annual Report.

WINDSOR, JANUARY 25, 1890.

THE BOARD OF MANAGEMENT, WINDSOR PUBLIC LIBRARY:

*Gentlemen*,—It falls to my lot again at the commencement of a new year to present you with my annual report, this being the fourth since the Library was instituted.

## GENERAL STATEMENT.

In giving a general statement of the work done during the year just closed I will confine myself to a few items that may be of interest to the public. The number of volumes in the Library at the beginning of the year 1898 was 7,016. To this number there have been added altogether 493 volumes, 465 by purchase and 28 by donation from various sources. Or more in detail:—

|     |                                    |     |
|-----|------------------------------------|-----|
| (a) | Volumes of fiction purchased ..... | 171 |
| (b) | “ general works purchased .....    | 220 |
| (c) | “ juvenile literature .....        | 32  |
| (d) | “ magazines bound .....            | 42  |
| (e) | “ donated .....                    | 28  |

The total number of books, therefore, in the Library at the present time according to the catalogue is 7,509. But from this number must be deducted 140 volumes withdrawn from circulation as being worn out and condemned. These worn-out volumes were almost entirely works of fiction and juvenile books. I think it would be advisable to purchase new sets of some of these books, as they have been in constant demand ever since the Library started.

I should mention also that there have been added to the Library during 1898 120 pamphlets, chiefly reports of the Dominion and Ontario governments, besides 19 volumes of Dominion Patent Records in monthly parts; namely of the years 1880 to the present time.

The Library has also been enriched by a few donations from private sources. Special reference may be made to the valuable copy of Sir Walter Raleigh's History of the World, in good condition, by our worthy chairman, Mr. Henry Lye, of Walkerville. The curious old Indian documents, presented by I. B. Cornwall, Esq., have been framed and placed on the walls of the reading-room.

I may refer here also to one or two little improvements made by the Board during the year. A dictionary stand has been placed in the reading-room, by means of which the large heavy Webster's dictionary may be easily consulted. The Board has also prepared for a rainy day by having an umbrella rack set in the front part of the building. A bicycle stand was also erected outside of the building; but some enterprising youth one night broke it down.

## THE LIBRARY.

As to the condition of the books in the Library I would call the attention of the Board to the fact that those in the Juvenile and Fiction departments are giving very plain evidence of the three or four years' constant handling to which they have been subjected. Many of them are in need of repair. It is to be regretted that so many people should be careless in their treatment of books that are public property. I suppose this will be the case until the end of time.

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The holders of borrowing cards last year numbered 1428 as against 1516 the previous year. The classified statement of the circulation of books and periodicals in all departments shows a total of 44,437 as against 48,922 the previous year. This decrease in the circulation of books is almost entirely confined to the department of fiction, some other departments, such as that of History (including Travels and Biography), showing a steady increase.

The department of Fiction has not been kept so fully supplied as in previous years, our records showing that the number of volumes of general works purchased during the year is actually greater than all the works of Fiction.

#### THE READING-ROOM.

The attendance in the Reading Room has on the whole kept up well, showing a slight increase over that of the previous year. While a few magazines have been discontinued, others more suitable have been taken to replace them. The Reference department of the Library is being more made use of; or, in other words, the number of those who take out books to be read or consulted in the Reading Room is increasing.

The Reading Room has been well patronized in the evening even till a late hour by school boys and girls. One result is that our illustrated magazines and periodicals are subjected to so much handling that they are reduced to a state almost unfit for binding.

I have to ask attention to the fact that some of our patrons do not sufficiently consider the desire of most readers for quietness, and that all desire and are entitled to receive that prompt attention which is prevented by their want of consideration.

Respectfully,

WM. KAY, Librarian.

# **CLASSIFIED CIRCULATION OF BOOKS AND PERIODICALS** **Issued from the Windsor Public Library** **FROM JAN. 1st TO DEC. 31st, 1898.**

| CLASSES.                              | Jan.  | Feb. | March. | April. | May. | June. | July. | Aug. | Sept. | Oct. | Nov. | Dec. | Total. |
|---------------------------------------|-------|------|--------|--------|------|-------|-------|------|-------|------|------|------|--------|
| Philosophy .....                      | 3     | 11   | 7      | 7      | 6    | 10    | 5     | 9    | 4     | 7    | 14   | 10   | 93     |
| Religion .....                        | 18    | 11   | 15     | 19     | 12   | 20    | 10    | 17   | 9     | 13   | 12   | 20   | 176    |
| Sociology .....                       | 13    | 12   | 12     | 12     | 18   | 13    | 7     | 14   | 10    | 11   | 15   | 20   | 157    |
| Philology .....                       | ..... | 3    | 3      | 6      | 2    | 4     | ..... | 3    | 3     | 3    | 2    | 3    | 32     |
| Natural Science .....                 | 10    | 21   | 11     | 14     | 14   | 18    | 12    | 15   | 11    | 18   | 19   | 25   | 188    |
| Useful Arts .....                     | 11    | 23   | 14     | 5      | 5    | 15    | 3     | 5    | 10    | 7    | 18   | 21   | 137    |
| Fine Arts .....                       | 1     | 6    | 9      | 7      | 7    | 15    | 9     | 17   | 13    | 7    | 14   | 24   | 129    |
| Literature .....                      | 41    | 53   | 45     | 39     | 35   | 34    | 25    | 26   | 30    | 30   | 47   | 39   | 444    |
| History (Travels and Biography) ..... | 105   | 118  | 153    | 94     | 91   | 93    | 82    | 109  | 85    | 120  | 116  | 136  | 1392   |
| Fiction .....                         | 2979  | 2443 | 2907   | 1960   | 1678 | 1901  | 1667  | 2256 | 1645  | 1806 | 2065 | 2019 | 24726  |
| Juvenile Literature .....             | 459   | 564  | 749    | 535    | 434  | 442   | 360   | 436  | 279   | 296  | 450  | 474  | 5478   |
| French Literature .....               | 5     | 15   | 26     | 27     | 19   | 20    | 14    | 17   | 13    | 20   | 36   | 37   | 249    |
| German Literature .....               | 12    | 12   | 9      | 4      | 4    | 1     | 1     | 3    | 8     | 3    | 4    | 5    | 66     |
| General Works .....                   | 878   | 1090 | 1267   | 620    | 550  | 640   | 539   | 671  | 600   | 747  | 1300 | 1058 | 9960   |
| Periodicals .....                     | 40    | 56   | 77     | 51     | 35   | 48    | 61    | 62   | 50    | 44   | 57   | 54   | 635    |
| Books of Reference .....              | 49    | 45   | 100    | 42     | 46   | 44    | 31    | 35   | 50    | 62   | 116  | 95   | 715    |
| Totals .....                          | 4024  | 4483 | 5404   | 3442   | 2956 | 3318  | 2826  | 3665 | 2820  | 3194 | 4285 | 4040 | 44437  |

Windsor, O  
 Walkerville  
 Ottawa, O  
 Toronto, O  
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 Hamilton,  
 London, O  
 St. Cathari  
 Stratford, C  
 Guelph, C  
 Baltimore,  
 Boston, M  
 Chicago, Ill  
 London, E

|                    |      |      |      |      |      |      |      |      |      |      |      |      |       |
|--------------------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
| Periodicals        | 49   | 45   | 100  | 42   | 46   | 44   | 31   | 35   | 50   | 62   | 116  | 95   | 715   |
| Books of Reference |      |      |      |      |      |      |      |      |      |      |      |      |       |
| Totals             | 4024 | 4483 | 5404 | 3442 | 2956 | 3318 | 2826 | 3065 | 2820 | 3194 | 4285 | 4040 | 44437 |

## LIST OF DONATIONS.

### From Canada.

|                      |   |
|----------------------|---|
| Windsor, Ont.        | R. Carney, M. D.—2 vols.                    |
| "                    | A. Braid, Esq.—4 vols.                      |
| "                    | F. H. Macpherson, Esq.—3 pamphlets.         |
| Walkerville, Ont.    | Henry Lye, Esq.—2 vols.                     |
| Ottawa, Ont.         | Dominion Government—4 vols., 50 pamphlets.  |
| "                    | L. D. Sylvain (per A. P. E. Panet) 12 vols. |
| Toronto, Ont.        | Ontario Government—3 vols., 39 pamphlets.   |
| "                    | Educational Dept.—2 vols., 4 pamphlets.     |
| "                    | Toronto University—1 pamphlet.              |
| "                    | Order of Foresters—Miscellany for 1898.     |
| "                    | Public Library—3 pamphlets.                 |
| Kingston, Ont.       | Military Institute—1 pamphlet.              |
| Hamilton, Ont.       | Public Library Report.                      |
| London, Ont.         | "   |
| St. Catharines, Ont. | "   |
| St. Thomas, Ont.     | "   |
| Stratford, Ont.      | "   |
| Guelph, Ont.         | "   |

### From United States.

|                |                                    |
|----------------|------------------------------------|
| Baltimore, Md. | Enoch Pratt—Free Library Report.   |
| Boston, Mass.  | Geo. Hes, Esq.—1 vol., 1 pamphlet. |
| Chicago, Ill.  | Chadner Prentice, M. D.—1 vol.     |

### From Great Britain.

|              |                                       |
|--------------|---------------------------------------|
| London, Eng. | Royal Colonial Institute—8 pamphlets. |
|--------------|---------------------------------------|