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LOS ANGELES PUBLIC LIBRARY

THIRTY-FIRST ANNUAL REPORT

1918-19

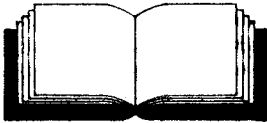


Los Angeles, 1919

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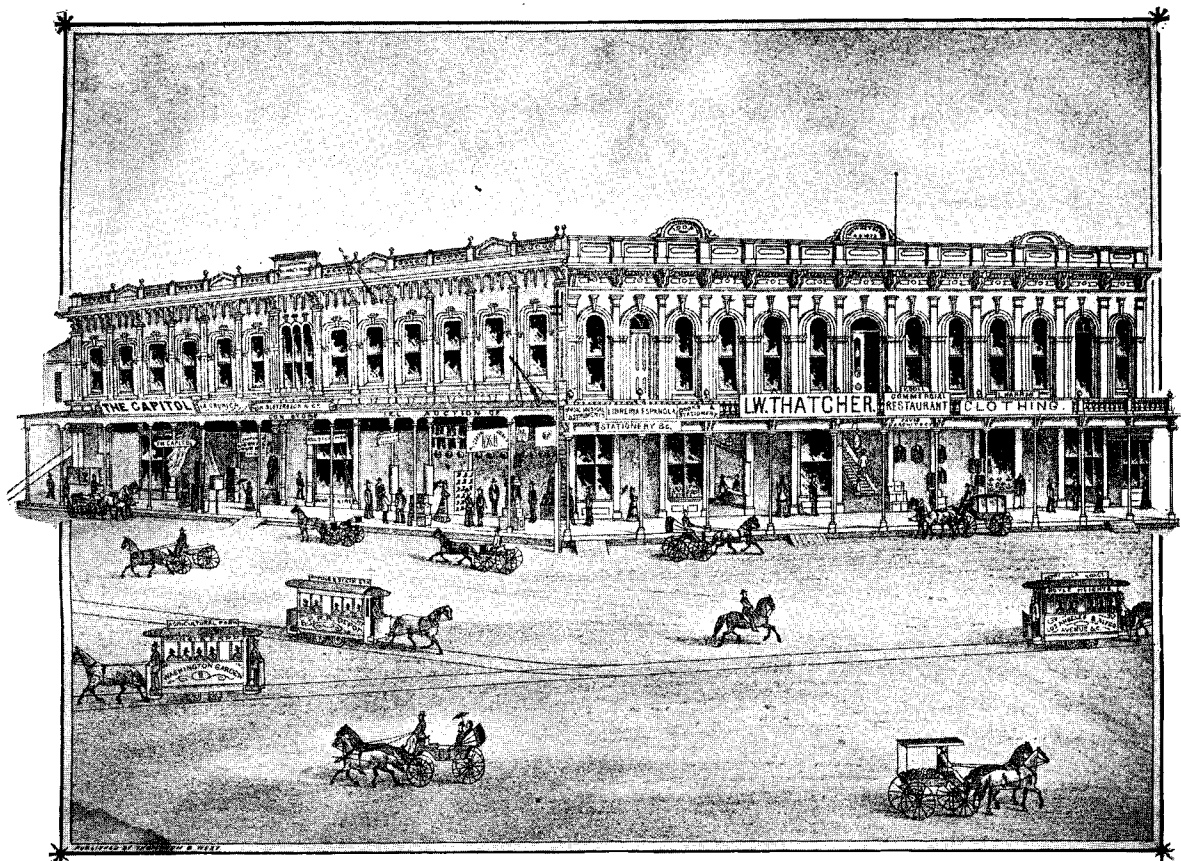


MUNICIPAL REFERENCE DEPARTMENT

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THIRTY-FIRST ANNUAL REPORT

of the BOARD *of* DIRECTORS of the
LOS ANGELES PUBLIC LIBRARY



OCTOBER, 1919



BOARD OF DIRECTORS

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**MUNICIPAL REFERENCE
DEPARTMENT**

NOV 2 1927

LOS ANGELES PUBLIC LIBRARY

Los Angeles, 1919

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THE LIBRARIES

Main Library

315 West Fifth Street

Hours: 9 a. m. to 9 p. m. week days; 1 to 9 p. m. Sunday

Carnegie Branches

Arroyo Seco Branch

6135 Pasadena Avenue

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

Boyle Heights Branch

First and Chicago Streets

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

Cahuenga Branch

4591 Santa Monica Boulevard

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

Hollywood Branch

Hollywood Boulevard and Ivar Street

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

North East Branch

North Workman Street and Avenue 26

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

San Pedro Branch

Eighth and Beacon Streets, San Pedro

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

Vermont Square Branch

Forty-eighth Street and Budlong Avenue

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

Vernon Branch

Forty-fifth Street and Central Avenue

Hours: 9 a. m. to 9 p. m. week days; 2 to 6 p. m. Sunday

Rented Branches

Central Avenue Branch

2707 Central Avenue

Hours: 1 to 9 p. m. week days, except Saturday; Saturday, 9 a. m. to 9 p. m.

LOS ANGELES PUBLIC LIBRARY

Moneta Avenue Branch

249 West Forty-fifth Street

Hours: 1 to 9 p. m. week days, except Saturday; Saturday, 9 a. m.
to 9 p. m.

Pico Heights Branch

1312 El Molino Street

Hours: 1 to 9 p. m. week days, except Saturday; Saturday, 9 a. m.
to 9 p. m.

University Branch

824 West Jefferson Street

Hours: 1 to 9 p. m. week days, except Saturday; Saturday, 9 a. m.
to 9 p. m.

Sub - Branches

Echo Park Playground

1620 Bellevue Avenue

Open Tuesday, 9 to 12 a. m., 2 to 6, 6:30 to 9 p. m.; Thursday, 2 to 5
p. m.; Saturday, 9 to 1 a. m.; 1:30 to 5 p. m.

Exposition Park Playground

3922 Menlo Avenue

Hours: Wednesday and Friday, 2 to 5:30; 6 to 8:30 p. m.

Hazard Playground

Griffin Avenue and Zonal Street

Open Tuesday and Friday, 2 to 5 p. m.

Recreation Center

1546 St. John Street

Open Monday and Friday, 2 to 6; 6:30 to 8:30 p. m.

Slauson Playground

Slauson Avenue and Fortuna Street

Open Monday and Thursday, 2 to 5:30; 6 to 9 p. m.

Violet Street Playground

2017 Violet Street

Open Monday and Wednesday, 2 to 6; 6:30 to 8:30 p. m.

Angeles Mesa Branch

2800 West Fifty-fourth Street

Open daily 8 a. m. to 9 p. m.

Barton Hill Branch

Pacific and O'Farrel Streets, San Pedro

Hours: 2:30 to 5 p. m., Tuesday and Friday

Edendale Branch
1925 Alessandro Street

Hours: Monday, Wednesday and Friday, 2:30 to 4 and 7 to 9 p. m.

El Sereno Branch
4843 Mission Road

Hours: Tuesday and Friday, 3 to 5 p. m.; Monday and Thursday,
7 to 9 p. m.

Figueroa Branch
Seventy-sixth and Figueroa Streets

Hours: Monday, Wednesday and Friday, 2 to 5 and 7:30 to 9 p. m.

Gardena Branch
One Hundred Sixty-fifth Street and Ainsworth

Hours: Wednesday and Friday, 7 to 9 p. m.; Tuesday and Thursday,
2 to 6 p. m.

Jefferson Branch
2065 West Jefferson Street

Hours: 3 to 5:30 and 7 to 9 p. m. week days

Malabar Branch
3002 Wabash Avenue

Hours: 3 to 5 p. m. daily; Thursday, 7 to 9 p. m.

Owensmouth Branch

Hours: Monday to Friday, 3 to 5 and 7 to 9 p. m.

Palms Branch
Fourth Street and Del Mar
Hours: 7 a. m. to 9 p. m. daily

Point Firmin Branch
543 Shepard Street
Hours: Monday and Thursday, 2 to 6 p. m.

Santa Monica Boulevard Branch
6203 Santa Monica Boulevard
Hours: Wednesday and Friday, 3 to 5:30 p. m.; Monday, Wednesday
and Friday, 7 to 9 p. m.

Sawtelle Branch
Woman's Club House
Open Tuesday, Thursday and Friday, 2 to 5 and 7 to 9 p. m.

Stephenson Branch
3431 Stephenson Avenue
Hours: 3 to 5:30 and 7 to 9 p. m. week days

LOS ANGELES PUBLIC LIBRARY

Terminal Island Branch
Terminal Island School
Hours: Friday, 2 to 4 p. m.

Van Nuys Branch
City Hall
Hours: Tuesday, Thursday and Friday, 2:30 to 5:30; Monday,
7 to 9 p. m.

Wilmington Branch
City Hall
Hours: Week days, 2 to 5 p. m.; Monday, Tuesday and Wednesday,
7 to 9 p. m.

Wilmington Park Branch
Park Avenue
Open Thursday, 10:30 to 12:30 a. m.

LIBRARY STAFF

EVERETT R. PERRY, Librarian

EXECUTIVE DEPARTMENT

Elizabeth L. Wyche (Stenographer)	Sara Eastman (Clerk of Statistics)
Hildegard E. Hoeller (Stenographer)	Frieda A. Rostel (Telephone Operator)
L. H. Oster (Bookkeeper)	

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George Murch

ORDER DEPARTMENT

Albert C. Read, Principal

Senior Attendants

Mary A. Johnson Mercer Watson

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Marion C. Albert

CATALOGUE DEPARTMENT

Florence Thornburg, Principal

Senior Attendants

Mary E. Taylor	Corina L. Kittelson
A. Loretto Clark	Mary R. Bean*
Grace Lefler	George Herzog (Binding)
Alma B. Scheuble	Mrs. Adelajde Lemar (Russian Translator)
Esther C. Ulen	
Shirley M. Coleman	

Junior Attendants

Ethel Z. Hess	Mary P. Oakes (Book Repairer)
Ruth Poling	
Tessa L. Polkinghorn	

Pages

Helen M. Biller	Josephine McMartin
Helen D. Cates	Effie J. Pomeroy
Rose Gardina	

DEPARTMENT OF LITERARY ADVANCEMENT

Gertrude E. Darlow, Principal

*Half time employee.

CIRCULATION DEPARTMENT

Jeannette M. Drake, Principal

Principal Attendant

Anna Maud Kimberly

Senior Attendants

Laura B. Scheufler
Lulu Littlejohn
Rose M. Purcell
Hazel Tobias
Florence H. Macloskey
Cosby L. Gilstrap
Marie E. Taylor
Hazel Reeves

Blanche M. Herzog
Ethel M. Barber
Blanche C. Coveney
Grace A. Hammond
Edna B. Osgood
Ruth E. Thompson
Gladys Glenn*
(Children's Librarian)

Junior Attendants

Naoma Adams
Mable G. Branch
Sadie Hoffman

Gertrude C. Olds
Mildred E. Smith
Elma C. Thompson

Pages

Sarah S. Comfort
Cecelia Factor
Grace L. Long
Edna Hazel Shaw

Mary Sharp
Medora E. Williams
Roger O. Williams
Lovinia Zoll*

Meta A. Spaulding (Bulletin Maker)

JUVENILE DEPARTMENT

Jasmine Britton, Principal

Children's Librarians

Gladys S. Case

Gladys Glenn*

Senior Attendants

Dorothy Dobbings

Edith I. Morrison*

Page

Eugene E. Wekall

PERIODICAL DEPARTMENT

Mrs. Emilie Jackson, Principal

Junior Attendant

Myrtle Vaux

Pages

Laura M. Little

Rush McComas*

REGISTRATION DEPARTMENT

Frances R. Foote, Principal

Senior Attendant

Elizabeth K. Ellsworth

Junior Attendants

Mary J. Glover
June E. Morris

Addie F. Rea
Shirley E. White

*Half time employee.

REFERENCE DEPARTMENT

Susanna C. Ott, Principal

Senior Attendants

Laura C. Cooley

Clara M. Rowell

Mary L. Boynton

Pages

Estella M. Hatcher

Walter McCormick*

ART AND MUSIC DEPARTMENT

Eleanor W. Caruthers, Principal

Senior Attendants

Mary R. Bean*

Ruth Ann Waring

Harriette G. McHugh

Wayne Williams*

(Junior Attendant)

(Page)

SCIENCE AND INDUSTRY DEPARTMENT

Florence Krause, Acting Principal

Senior Attendants

Monica Shannon

Grace M. Lawrence

Pages

Linda Lopez

Carl Apponyi*

SOCIOLOGY DEPARTMENT

Grace M. White, Principal

Senior Attendants

Lucy K. West

Floren Levitt

Eva A. Cole

(Typist)

Elza Miller

Pages

George R. Vergara

Walter McCormick*

Wayne Williams*

LIBRARY SCHOOL

Marion L. Horton, Principal

Senior Attendants

Arnie McPherron Leaf

Elizabeth O. Williams

Helen E. Haines (Lecturer)

BRANCHES DEPARTMENT

Helen T. Kennedy, Principal

(Office)

Florence Hovey,

Senior Attendants

Children's Librarian

Van Tyne Smith

Edgar Colloran, Page*

Bessie K. Landon

Charles S. Vollwerth, Janitor

Mrs. M. A. Sharpe

(Boyle Heights)

Alice M. Scheck

Alice J. MacDonald, Principal

Minnie F. Gullickson,

Sr. Attendant

Anna N. Hughes

Gladys M. Crowe,

Children's Librarian

Elsie L. McCormick

Lillian Veiner, Jr. Attendant

George W. Savage, Page

Wm. O. Eichelberger,

(Arroyo Seco)

Part time Page

Mary G. Hart, Principal

Nettie M. Guiwits, Sr. Attendant

Michael Collins, Janitor

*Half time employee.

- (Cahuenga)
 Fannie B. Dorman, Principal
 Lois A. Johnstone, Sr. Attendant
 Sidney Ann McClees,
 Children's Librarian, part time
 George Crowder, Page*
 Milton Merritt, Janitor
 (Hollywood)
 Mrs. Eleanor B. Jones, Principal
 Helen G. Percey, Sr. Attendant
 Ethel A. Jones, Sr. Attendant
 Katherine A. Carey, Jr. Attendant
 Walter S. Moulin, Page*
 Chester G. Sharp, Janitor
 (North East)
 Zita G. Bailey, Principal
 Genevieve Hauenstein,
 Sr. Attendant
 Marie Houston,
 Children's Librarian
 Ethan H. Minthorn, Page*
 Archie A. Powell, Janitor
 (San Pedro)
 Ruth E. Maltby, Sr. Attendant
 Mrs. Anna M. Nisson,
 Sr. Attendant
 Grace I. White,
 Children's Librarian
 Lois A. Miller, Page*
 Prue Sharp, Page*
 A. R. Sackett, Janitor
 (Vermont Square)
 Veva Hart, Principal
 Bessie M. Foye, Sr. Attendant
 Rosalind Greene,
 Children's Librarian
 Edith I. Morrison, Sr. Attendant
 Karl Latter, Page*
 Archibald A. Nelson, Janitor
 (Vernon Branch)
 Mary Hieber, Principal
 Harriette Saxton, Sr. Attendant
 Iona C. Eddie, Children's Librarian
 Anna Kaplan, Jr. Attendant
 Leland Lambert, part time Page
 Charles Cox, Janitor
 (Pico Heights)
 Victoria Ellis, Sr. Attendant
 Dorothy B. Ely, Sr. Attendant
 Pearl Tobias, part time Page
 (Central Avenue)
 Mrs. Saxon Brown, Sr. Attendant
 Louise W. Emmons,
 Children's Librarian
 Mary McKee, part time Page
- (Moneta Avenue)
 Jessie I. Cavanaugh, Sr. Attendant
 Lucia M. Railsback, Sr. Attendant
 Caryl Fitch, part time Page
 (University)
 Jennie T. Shute, Sr. Attendant
 Elizabeth I. Boynton,
 Sr. Attendant
 Stephen Millar, part time Page
 Mrs. Jennie Langberg, Janitress
 (Playgrounds)
 Laura E. Thompson, Sr. Attendant
 Orpha Miller, Sr. Attendant
 Gladys Huls, Sr. Attendant
 Marguerite Wirebaugh,
 part time Page
 Anna Kennedy, part time Page
 Beatrice M. O'Brien, part time Page
 Marion E. Robbins, part time Page
 (Sub-Branches)
 Marion B. McGrew, Sr. Attendant
 (Wilmington)
 Helen L. Spotts, Sr. Attendant
 (Jefferson)
 Sidney Ann McClees,
 Sr. Attendant, part time
 (Santa Monica Boulevard)
 Rhoda Williams, Sr. Attendant
 (Edendale)
 (Stephenson)
 Joseph F. Zika, Custodian
 (Angeles Mesa)
 Gertrude H. Ainsworth, Custodian
 (El Sereno)
 Mrs. Louise M. Dodge, Custodian
 (Figueroa)
 Ray Jennings, Custodian
 (Gardena)
 Mrs. Annie T. Gallow, Custodian
 (Owensmouth)
 Mrs. Jane McBride, Custodian
 (Palms)
 Mrs. Lillie E. Wearne, Custodian
 (Sawtelle)
 Mrs. Edith Van DeCarr, Custodian
 (Van Nuys)
 Book Repairer
 Ethel Weesner
 Building Force
 Charles F. Wild, Carpenter
 Charles D. Southwell, Carpenter
 Wade D. Winder, Head Janitor
 Clayborn D. Cooksey, Asst. Janitor
 Dock Cooksey, Asst. Janitor
 William Draper, Asst. Janitor
 Cora M. Anderson, Caterer

*Half time employee.

REPORT OF THE BOARD OF LIBRARY DIRECTORS

To the Honorable City Council,
City of Los Angeles.

Gentlemen:

It is the complement of both duty and gratification for the Board of Library Directors of the Los Angeles Public Library to submit to you an annual report exhibiting the activities, record and growth of the Los Angeles Public Library and its branches for the fiscal year ending June 30th, 1919.

The close of the year 1918, made memorable by the great World War with the concluding Armistice signed November 11th, 1918, brought a resultant effect upon the Library system of far reaching import. It is believed that the Public Library in many ways played a distinctive and honorable part in assisting in war work. The patriotism of those in authority, the staff and the employees, was exhibited in every possible way, and there was a complete and harmonious co-operation in the support of the Government and in the conduct of the war. Special war work was reflected in the collection and distribution of books to the soldiers and sailors; the establishment of camp libraries; the use of the branch libraries for local patriotic organizations, and the devotion of the entire library system in loyal endeavors; all presenting a most splendid record in this connection. The details of this appear in the reports on file in the offices of the Public Library. They show the individual effort and make a most noteworthy history, to which reference is invited, for the extent of personal, patriotic service.

However, with the closing of the war, the subsequent period to the end of the fiscal year, a period of reconstruction and re-alignment of previous operations, has been employed in re-establishing the former activities of the library more closely within the scope of its purposes and achievements. While, in a strict sense, some of the war work interrupted the routine, and while this last period referred to has been a difficult one for readjustment, yet it is a satisfaction to report that the Public Library and branches are all in most active, flourishing condition.

The directorate of the Public Library during the fiscal year has marked one change in its membership. Dr. Walter Lindley succeeded, by appointment of Mayor Frederic T. Woodman, to the position previously held by Mr. Herman C. Kaestner, whose term expired December 31, 1918.

The Board of Library Directors is comprised of five members, as provided by the municipal charter, and at the present time the membership of the Board is as follows:

Mrs. Frances M. Harmon.....	Term expires December 31, 1919
Mr. Frank H. Pettingell.....	Term expires December 31, 1920
Mr. Orra E. Monnette.....	Term expires December 31, 1921
Dr. Walter Lindley	Term expires December 31, 1922
Rev. Francis J. Conaty.....	Term expires December 31, 1922

Rev. Father Francis J. Conaty, who has served the Board for a long term, which expired December 31, 1918, was re-appointed for another term of four years.

The organization of the Board is as follows:

Mr. Orra E. Monnette, President.
 Mrs. Frances M. Harmon, First Vice-President.
 Mr. Frank H. Pettingell, Second Vice-President.
 Mr. Everett R. Perry, Secretary.
 Rev. Francis J. Conaty, Treasurer.

Committees of the Board:

Books and DonationsMrs. Harmon, Father Conaty.
 Rules and Administration....Father Conaty, Mr. Pettingell.
 Printing and SuppliesDr. Lindley, Father Conaty.
 Auditing and Accounts.....Mr. Pettingell, Dr. Lindley.
 Service and Employees.....Father Conaty, Mr. Pettingell.
 Branch LibrariesMrs. Harmon, Father Conaty.
 Finance and BudgetMr. Pettingell, Dr. Lindley.
 Public SchoolsDr. Lindley, Mrs. Harmon.
 New Library and Site.....Mrs. Harmon, Dr. Lindley, Father Conaty,
 Mr. Pettingell, Mr. Monnette.

The routine work of the Board is covered by a code of by-laws which provides for all administrative functions, and the work is subdivided among special committees who give careful consideration to matters originating with the committee or referred to it by the Board or Librarian. These committees sit in special session at particular times, investigate and report to the Board. The Board itself holds two regular monthly meetings and such special meetings as may be required. All committee reports are made in writing, and the action of the Board as such is usually induced by regular and special reports of the Librarian, its appointee, reports of the Board committees and written reports from the librarians of the several branches of the Public Library.

In January of each year the Board is organized by the election of officers and the appointment of committees, as appears in the preceding tabulation. The Librarian is elected for a one-year term, and in January, 1919, Mr. Everett R. Perry, who has held the position of Librarian for a number of years, was re-elected. During the last fiscal year he has continued as Secretary of the Board. With this organization and the

co-operation which is secured in a most faithful manner from the Library staff and the employees of the Library, the work proceeds harmoniously and efficiently.

Generally speaking, in the light of the conditions first above alluded to in this report, the condition of the Public Library is one which should call for much gratification on the part of the citizenship. The service rendered to the public is very important in the dissemination of knowledge, such as may be derived from books, and the incidental influences proceeding therefrom. The number of people who use the Public Library and its branches is constantly on the increase. The circulation is larger than ever before, and the general activities of the Library system are increasing year by year. The financial needs are constantly on the increase, with a result that more money is invested in the work and more money is consequently expended.

For a correct interpretation of Library activities, it is necessary to present a few figures from which deductions can be made. The circulation for the past year was 2,581,214 volumes as compared with 2,468,593 books during the previous year. The funds at the command of the Library were larger than the previous year by the amount of \$15,707.74, the exact figures being \$237,604.69 for the fiscal year of 1917-1918, while for the year just closed the same were \$253,312.43. This expenditure of money and the circulation of books do not in themselves exhibit the full use and employment of the Library system. It has not been the custom with Public Libraries to use as a standard of comparison, the actual attendance of individuals at the library rooms. With a main library or its branches it is impossible to ascertain the correct figures of attendance without the installation of an expensive and cumbersome system of tabulation. The duplications would be frequent, as not every person entering the Library quarters is necessarily there for the use of the Library, and one person might go in and out several times where a single entrance would cover the proper valuation of his visitation to the library. However, a count has been kept at various periods of the ingress and egress of persons using the libraries, with the result that it is a fair estimate to judge that the visitations during the past year have been larger than ever before, and probably in excess of the three million a year mark heretofore believed to have obtained. Three hundred fifty-eight thousand seven hundred five volumes of books are upon the shelves of the library and its branches, and these are now offered for the use of the public. Convenient access to these books and, with certain exceptions, their removal from the library under a card system, make them available for all students and those desiring to be entertained or instructed.

The Library has a staff of 13 departmental heads; 8 branch librarians, and altogether a force of 152 persons supplementing these, giving a grand total of 173 employees who carry on the library work in a faithful and active way.

As commented upon in times past, the location of the main library in the Metropolitan Building is not wholly suitable, and the quarters have become much too cramped for the best presentation of library facilities to the public. The lease upon these quarters is of short duration and the time is drawing dangerously near when definite and positive action must be taken for a change. While the equipment has been augmented in some particulars and more space has been gained by re-arrangement of departments, still, the work is being carried on at a very great handicap. Besides being a handicap it is a stigma on the good name of Los Angeles to be obliged to rent rooms in which to house our Central Library, one of the institutions to which our citizenship should be able to point with special pride.

During the past year we have not been favored with any beneficent gifts such as the citizenship of Los Angeles received by the philanthropy of Mr. Andrew Carnegie, so that library construction of new branch buildings has been at a standstill. However, we have been able to extend the service of the library by opening some new branches and deposit stations in rented buildings, and the library has been brought as near to the citizenship in local communities as money permitted and extension of service determined.

Some of the special features of the work for the past year deserve intimate mention. An appeal was made to the citizenship of Los Angeles for a larger financial support to that originally provided in the municipal charter. Four mills on every dollar of assessed valuation was formerly provided for the support of the Public Library and its branches. While this gave a fixed budget for expenditure it never was sufficient to meet the increased activities or to provide the service which the public itself demanded. The City Council was persuaded during the year to submit to the vote of the people an amendment to the City Charter for an increase of this taxation allowance to five mills upon the dollar, at a municipal election held November 5, 1918. This was successfully carried by the supporters of the Library and those citizens who realized its great importance for educational and civic betterment. This increase became effective July 1, 1919, and added considerably to the proportionate city funds for library support. The main argument upon which this increase was procured was the actual necessity for the payment of increased wages to the library employees and the purchase of additional books as called for by library users. It is most gratifying to report that, with these additional moneys at the command of the Board, it has been possible to standardize the classifications of employees in the Public Library and its branches and, with this proper classification, to grant an increased salary to faithful and long time employees, and to raise generally the average compensation to Library workers. Admittedly they have been underpaid, and yet there never have been available sufficient funds to correct this injustice. Now, most fortunately, this situation has been remedied and a more happy and

satisfied service secured. The increased allowance will also admit of additional expenditure for books which should be upon the library shelves. Thereby the scope of the work of the Library will be enlarged and the result will be to the greater benefit of the public.

This report should include special reference to the very excellent work being done in the Library school of the Public Library, where library workers are able to secure special training for library work. It may not be understood, generally, that it is difficult for one to fill a library position acceptably to the management and to the public without training and experience. It is, in a way, technical service, and contains more elements that are needed for special adaptation than are ordinarily comprehended. The library school has performed most splendid work during the past year and its graduates have no difficulty in finding places in the Los Angeles library system or in being selected for positions on the outside, for which the training of the school renders them very proficient.

During the past year much thought and attention has been given to publicity, for the Public Library and its operations. During the year the Bulletin has been published, which is a means of bringing to the attention of the public the new book accessions and the work of the library. Special articles have been issued to the press of the city and these have been published quite uniformly and by the courtesy of the editors, which is gratefully acknowledged. However, there is still a fear on the part of the management of the Public Library that the citizenship of the city, excepting the portion thereof which uses the library system, do not comprehend the field of this great educational system for civic betterment, and do not appreciate the individual responsibility which each citizen holds with respect to this municipal department. It is absolutely necessary that the citizenship of Los Angeles come to realize the magnificent work which the library is doing in the city, and particularly among people who have not had the opportunity in life of securing an education, and among those who, having had public school or even university training in their younger years, still desire to increase their knowledge of the affairs and in the vocations of life. The Public Library is a vital part of the municipality, and while other departments should be supported and have a full share in the advance and growth of the city, the Public Library is the one great institution of the city which is deserving of a more general and wider adherence on the part of the individual citizenship of Los Angeles.

This brings us to a subject which has been discussed in previous reports, and which has been incidentally mentioned above. It has been the policy of the Board of Directors to interest itself in every movement for a Civic Center. This for the reason that as a part of such Civic Center must be developed a plan for a central site and new library building for the Public Library. The need of this has been discussed, under-

stood and appreciated by those who know the facts, for a number of years. We believe the time has arrived to act, and we are now preparing to go before the citizenship of Los Angeles and ask that a bond issue be voted to raise the funds necessary to acquire a new site and to build a library building suitable to the needs of the community. The Board has been pleased to co-operate with the various attempts and movements for a Civic Center in the hope that as a part of the same the Public Library would receive a definite establishment. These undertakings up to date have been more or less tentative, and nothing in the concrete has as yet been accomplished, although apparently many have become interested in the welfare of the library who were not so previously, and many others have had their attention called to this distressing public need. However, we note with much satisfaction that the new city administration is to take up more actively the problems involved in a Civic Center scheme. We ask, therefore, that we shall be considered in this matter upon a liberal scale. With a city of nearly 650,000 people and a constantly increasing population, it is high time that all awaken to a realization of the necessity of a new library site and building upon a grand scale. We have been niggardly in our public improvements in the past and have now reached the position where if we are to measure up to the possibilities of our service to the public, while at the same time gratifying the aesthetic and sentimental expression of our spirits, we should build upon a magnificent plan. It will cost, as it is estimated, probably a million and a half or two million dollars, to secure a suitable central site, so that there may be sufficient grounds about the building itself and with suitable approaches so as to provide the proper setting for the structure. A building to take care of present needs, install full equipment and at the same time provide for the growth of the future which shall be completely ornate and architecturally beautiful, will cost in the neighborhood of two million five hundred thousand dollars, and perhaps more at increased prices of labor and material as now obtaining. We call upon the people of Los Angeles to give serious thought to this situation, and we shall ask you, at the proper time, without stint and in the most liberal way to respond to this urgent solicitation and appeal for your liberality.

The most splendid spirit of interest in the welfare of the community has dominated the Board of Library Directors in its work. Serving without compensation, in the exercise of the best judgment of its members, by the consensus of its individual opinions and by the co-operation of the energies of all the work has received conscientious attention and effort. All have appreciated the splendid support given to the Board during the past year and in submitting this resume of library activities the members of the Board are pleased to remark upon the cordial good will shown to

it at all times by the members of the City Council, and particularly by the Honorable Meredith P. Snyder upon his accession to the office of the mayoralty of the city. We ask your careful thought and consideration of these statements and for the future of this vital department of our great municipality.

Respectfully submitted,

ORRA E. MONNETTE,

President.

FRANCES M. CARLTON HARMON,

FRANK HERVEY PETTINGELL,

FRANCIS J. CONATY,

WALTER LINDLEY,

Members.

REPORT OF THE LIBRARIAN

In the year covered by this report we have seen the end of the Great War, the coming of peace, a profound and threatening reaction from the high tension of the war, finding its manifestation in widespread disease and equally widespread social unrest, and a slow process of readjustment to normal equipoise. This sequence of influences has been reflected in the history of the library for the period; but in surveying the year's work it is a satisfaction to record that the library's readjustment from exceptional conditions has been rapid and that its development, both in service and in opportunity, has been persistent.

What that development has been in the four decades of the library's history is effectively intimated by the illustrations that open and close the present report. Our frontispiece shows the first quarters occupied by the Public Library, when in 1872 it was organized as the Los Angeles Library Association, and housed in four small dark rooms of the old Downey Block, on Temple and Spring streets, where the Federal building now stands and where the *Times*, then the youngest newspaper in Los Angeles, was later installed. The story of the intervening years is indicated by the appended map, which shows the library system as it exists today, throwing a network of branches, sub-branches and other agencies for the distribution of books, from its great central system in the business heart of the city (but still, alas, in rented quarters) over the entire area of greater Los Angeles—from the port at San Pedro to Owensmouth—50 miles distant.

That the Public Library in the development of this far-reaching system has made itself an indispensable and prized factor in our community life was signally proved at the general city election on November 15, 1918, when by popular vote the library tax rate was increased from a minimum of four-tenths to five-tenths of a mill on every dollar of taxable property. This ranks as the most important event of the year, both in its indication of the regard in which the library is held by the citizens, and as an achievement in publicity campaigning, carried through by the Library Board and staff under great handicaps. Its significance will be more apparent when it is remembered that in all fourteen local ordinances or charter amendments were on the city ballot, and of these only five (including the increased library tax provision) were adopted.

The decision to appeal directly to the community for an increase in the library's income was not made by the board of directors until late in September. The measure was approved by the City Council and ordered placed on the ballot on Tuesday, September 24, the last possible date for action, and it was actually filed for inclusion on the ballot just one hour before the legal time limit for its acceptance expired. This left forty-one days in which to plan and conduct an intensive campaign

that should thoroughly inform the city of the library's work and needs—and during almost this entire period all normal avenues of publicity were closed by restrictions due to the influenza epidemic. No public meetings of any kind were possible; clubs, schools and organizations that would ordinarily have co-operated in reaching many persons were unavailable; and the closing of the main library and branches for all public reading-room and study use also limited the opportunities for personal contact. Add to this the depression of all business, due both to the epidemic and to war demands, and the ordinary public reluctance to vote for any measure increasing taxation, and it will be seen how great the obstacles were to be surmounted. A committee of the staff was formed, under the direction of the librarian, and every person connected with the institution gave unstintedly of time, thought, ingenuity and labor to the task of arousing public interest and sympathy for the library's cause. This task was performed necessarily chiefly through the use of posters, charts and placards (no paid advertising was used, however), and through printed slips placed in all books issued; through the work of library representatives appointed to cover all the voting precincts of the city; and, most important of all, through the personal friendly relationship established with thousands of library users. The local newspapers, with one exception, lent their support; the city school librarians and teachers gave their cordial help, in so far as it was possible to do so; the chief women's clubs willingly endorsed the measure; and there was evident throughout the community a strong current of approval for the work done by the library and a desire that its workers should receive a fair recompense. No organized opposition developed at any time, and though the vote was close, the provision was adopted by a majority of nearly 2,600, the vote in favor being 31,765, against a negative vote of 29,194.

With the addition of \$50,000 thus assured to the library's annual income, it has been possible to frame and put in operation an improved salary schedule that should materially increase the efficiency of the library service. Our next great step forward will be when public authorization is granted for the long-needed central building.

The salary question was one of the administrative problems to which most attention and thought were given. The result has been the formulation of the new salary schedule already referred to, to take effect July 1, 1919, by which material advances in salary are established for all lower grade positions, with careful re-grading and classification of the library service as a whole. Financial limitations made it necessary to place the maximum salary for attendants and children's librarians at \$90 a month; thus attendants already receiving \$85 a month were advanced five dollars, and for those already receiving \$90 no increase was practicable. The latter, however, are afforded opportunity for advancement by qualifying for the newly established grade of principal attendant, which pays a minimum of \$95 a month and advances to a possible maximum of \$105.

In this grade ten positions were at once available, with the probability that more will be created as need arises. To qualify for this grade, as for all other grades of the library service except that of principal, candidates must pass a civil service examination. This provision is in accordance with the city charter, and it was not within the power of either the Civil Service Commission or the Library Board to make an exception to the requirement.

As the salary classification has been worked out, it offers opportunity to all workers on the staff to pass from one grade to the grade next higher in rank. Thus, pages may become junior attendants after taking a four weeks' course of instruction provided by the library; and junior attendants, in turn, after sufficient experience in the library and the completion of the full Library School course, may become senior attendants; and senior attendants may pass on to the grade of principal attendants by passing the required civil service examination. It is also expected by the library authorities that department principals, as vacancies arise, will be largely recruited from the ranks of the principal attendants. In every grade of service a yearly advance of sixty dollars is provided for, until the maximum salary for that grade is reached. The classification as a whole, therefore, while necessarily subject to financial restrictions, is coordinated and systematic, and makes it possible for every member of the staff to know definitely just what advancement may be expected.

It has seemed desirable to refer in some detail to this matter, as the question of library salaries has become throughout the country the most acute and pressing problem of public library administration. As chairman of the committee appointed by the American Library Association to investigate salaries, the librarian made during the year a careful study of the general salary situation in its relation to city and county libraries. The report of this committee, presented at the annual meeting of the American Library Association at Asbury Park, in June of the present year, indicates conclusively that while the work of librarians and teachers is virtually equal in responsibility and in the preparation required, the salaries paid to teachers—even before the recent widespread increases made in school budgets—are far in excess of the salaries received by librarians. A fairer adjustment between the rewards obtainable in the two professions and a more standardized classification of the different kinds of library work are imperative, if the service of our public libraries is to be adequate to its demands and opportunities.

Brief reference has already been made to the effect of the influenza epidemic upon the charter amendment campaign. All the activities of the library were for four months seriously handicapped by the same cause. Although staff attendance was much reduced by illness, the library service continued without interruption, but a ruling of the Board of Health forbade for many weeks all public use of the library for reference, reading or study, and borrowers were permitted to remain only long enough to se-

lect books for home use. All schools were closed from October until February 3, except for a few days interval in December; this meant an entire cessation of circulation from the playgrounds and school deposit collections, and a great and immediate loss in all the juvenile use of the library. Under these conditions, the fact that the total circulation of books for home use was over two million and a half, a gain of 112,633 over the previous year, must be considered as highly satisfactory.

Many interesting efforts to extend the use and influence of the library were made during the year. It has been a year of great social unrest, of conflict of opinion and theory on almost every question relating to our national and community life. True enlightenment on public questions is the surest safeguard against ignorance, fanaticism and violence, and the library has endeavored through its sociology department and in every other way to make widely available the best, most timely and most satisfactory literature dealing with controverted questions. In the general movement for Americanization the library has had its share—especially in the preparation—for the State Commission of Immigration of a valuable bibliography, "Heroes of Freedom," compiled by Miss Marion Horton, principal of the Library School, and in the effective work done by Miss Jasmine Britton, principal of the Juvenile Department, as chairman of the committee in charge of the "Community survey of Los Angeles City," also published by the State Commission of Immigration. It is hoped later on that Americanization work may be developed, as a definite library activity in charge of a qualified person. Arrangements were made for a school department, to be established early in the new fiscal year, which will work in close relationship with the juvenile and branches departments, having supervision of the school deposit collections and providing all facilities possible to aid and interest teachers in the use of books.

A general summary of the contents and use of the library for the year gives the following facts: There are now 358,705 volumes in the library's collections, the net additions for the year being 26,068. This is an increase of 1,401 over the accessions of the year before, when war economy was a prime consideration, but it is still much less than in previous years, and less than is needed for a satisfactory and representative book supply. Registered borrowers now reach a total of 122,773 persons—being about one-fifth of the population of the city—the individual registration for the year having been 44,716, or a net gain of 2,111. This is 1,000 increase over the net gain of the preceding year, but still considerably below the figures for 1916-17; and it is interesting to note that the adult registration at the main library is still two-thirds more than at the branches, while in juvenile registration the branches outdistance the main library by six to one. For home use, a total of 2,581,214 volumes were issued—an increase of 112,633 over the preceding year; of this total the branches issued 1,360,529 v. and the main library 1,029,783; playgrounds and deposit stations, with 73,261 and 117,641

respectively, showed a loss, one of 15,729, the other of 36,615, as the direct result of the influenza restrictions. Fiction continued its upward climb from the previous year, with 59 per cent of the total circulation, a rise that is undoubtedly partly due to the removal, for a part of the year, of the previous limitation upon fiction issues, and that indicates that the library holds its place with the pleasure-giving institutions of the city—the public parks and playgrounds—as surely as it ranks among the agencies of public education and industrial improvement. In other classes, books on history and useful arts have been in constant demand, and there has been wide public interest in the great mass of recent literature dealing with spiritualism and the survival of human personality after death.

As usual, detailed record of the year's work is given in the separate departmental reports, with statistical tables. The facts therein presented are, in the interests of brevity, here reviewed and condensed.

ORDER DEPARTMENT (Albert C. Read, Principal)

In the order department, 32,435 volumes were received for the departments and branches. Of these, 3,813 were gifts. The total amount of orders placed amounted to \$44,296.88, and bills were paid to the amount of \$34,623.21. In comparison with the preceding year, there was an increase of \$2,589.39 in the orders placed, of \$3,047.13 in the money spent, and of 1,042 in the number of volumes purchased. Of the total expenditures for books, 15.71% was for children's books, 12.66% for fiction, and the remaining 71.63% for books in other classes.

The condition of the book market was abnormal throughout the year. Prices advanced rapidly and unexpectedly, so that correct estimates when making requisitions were almost impossible, the range of increase varying from 20% to 200%. Almost all standard publications show an increase of 20% or more, and for new books the increases are similar. So far as it is possible to estimate, the average cost per volume may be given as \$1.21, against an average of \$1.114½ per volume in 1918. It should be added that further advances are to be anticipated in the near future.

CATALOGUE DEPARTMENT (Florence Thornburg, Principal)

Late in the spring the catalogue department removed from its outgrown quarters on the seventh floor to the large rooms on the tenth floor formerly occupied by the Pacific Bindery. These were made suitable and attractive by rearrangement, partitioning and decoration, and they now afford spacious and comfortable quarters, well lighted and well equipped, with overflow provision of shelving and typing space for the use of the Library School.

The statistics kept in this department for the entire library show the total stock of the library in all its collections to be 358,705 volumes (of which 13,999 are in 27 foreign languages and 21,653 are documents), 43,880 pamphlets, 13,982 pictures, and 4,003 maps. The inventory revealed a considerable decrease in the loss of books (6,091 in all, which is 241 less than in the previous year), but there was a great increase in the loss from the branches to offset the remarkable reduction, by nearly 1,000 volumes, of losses from the main library. The matter of loss and mutilation of books has been given much consideration by the library authorities and staff, and it is hoped that the public may be enlisted, by appeals and instances, to aid in the protection of its own books.

In the bindery division, 18,029 volumes were rebound, which is less by 2,295 than in the year preceding. This decrease was due to the increased cost of binding. Current magazines numbering 8,149 were reinforced in manila covers, and 6,689 volumes of new fiction and juveniles were re-sewed and re-cased in their original covers. The total cost of binding was \$14,272.21. Volumes to the number of 22,009 were repaired, 2,462 pamphlets were covered, 1,456 volumes lettered, and 24,790 re-pocketed and labelled.

REGISTRATION DEPARTMENT (Frances R. Foote, Principal)

No notable changes have been made in this department, but many minor details have been studied, difficulties remedied and red tape eliminated. Guide cards have been added to the alphabetic file, expired records have been weeded out, and improvements made in the handling of delinquent records. It is interesting to note that the number of delinquent items has been considerably reduced, in spite of larger circulation and easier registration rules. It is strongly urged that the keeping of teachers' cards at the library be discontinued, as in operation the system is unsatisfactory, causing much friction and many complaints.

Statistics for the year give 44,716 new registrations, of which 34,916 were adult and 9,703 juvenile, and a present total of 122,773 registered borrowers. This is a net gain of 2,111. Comparison of new registration between main library and branches shows 21,991 recorded at the former (20,233 adult), and 22,628 at the latter (14,683 adult). Of the total registration, 45,024 are recorded for the main library, and 77,749 are registered at the branches.

CIRCULATION DEPARTMENT (Jeannette M. Drake, Principal)

Steady increase was shown in the use of this department, a net gain of 64,067 volumes in circulation being recorded for the year. The total number of books loaned for home use was 916,036, an average daily issue of 3,037.

Until the signing of the armistice, books dealing with the war were most in demand, but thereafter public interest shifted to books in theosophy, new thought and the study of French and Spanish. The most popular individual books were "The Education of Henry Adams," "Far Away and Long Ago," "Patience Worth" and "Life Understood." Special exhibits and book displays were a feature of the year's work, dealing with such subjects as California, Roosevelt, Hawaii, Poetry, Czecho-Slovaks, etc. Interesting collections were loaned from the Southwest Museum and from private owners, illustrating book-plates, butterflies, foreign costumes and other subjects. Reference lists on popular topics were compiled, and a popular innovation was the separate labelling and shelving of certain classes of fiction in special demand; thus, Western and detective stories are marked respectively with blue and red stars and shelved together on special shelves.

Frequent staff meetings were held to discuss the technical work of the department and to review new books. The interest thus aroused led to the formation of a general staff book club, called the Conrad Club, to which members of all the library departments have contributed.

Various changes have been made in equipment and arrangement. A third charging desk was installed to meet the demands of rush hours and work of the information desk was more fully systematized. The employment of junior assistants in this department has been most satisfactory, as the routine work of filing, charging and discharging books requires accuracy, speed and courtesy, rather than technical library training.

The department statistics show that of the total of 916,036 volumes issued during the year, 531,428 were fiction (20,364 being in foreign languages, with French, German and Yiddish leading in the order named), and 333,562 were non-fiction (9,039 in foreign languages). Branch library loans amounted to 5,907 volumes. The number of volumes in the department is now 83,208, the additions during the year being 6,384.

DEPARTMENT OF LITERARY ADVANCEMENT

(Gertrude E. Darlow, Principal)

Many addresses on literary subjects and book reviews were given by the principal of this department to clubs, schools, organizations and library branches throughout the city and vicinity. In addition, public book reviews were given to good attendance every fortnight through the year, in the lecture-room on the tenth floor of the main library. At these meetings from six to eight books on general literature are briefly discussed, and mimeographed lists distributed among the audience. Publicity work has been carried on through the press and by means of the special library bulletin board, and editorial work on the library bulletin has included

revision of lists, preparation of annotations and the writing of special articles. Much personal work has been done in advice and suggestion to readers and in the preparation of individual lists for those interested in special study, and the demands for such help have constantly increased. The principal has tried to give to those who come to her the best literature on our shelves and to inspire the younger readers with a taste for the good rather than the new. It is plain that intelligent, sympathetic interest does bring to the public a sense of the friendship of the library.

JUVENILE DEPARTMENT (Jasmine Britton, Principal)

In this perplexing year, large outside events temporarily put to naught plans for growth and better service in the library's work with children. The distracting activities relating to the war, the influenza epidemic and long closing of the schools, many changes in the personnel of children's librarians, and fewer purchases of juvenile books, all these were causes that contributed to the loss in circulation, which was greatest in the school deposits.

A feature of the department's work was the close relationship established with the Junior Red Cross, the principal of the department having been appointed library representative of the Junior Red Cross on the Pacific Coast. Following suggestions from national headquarters, a shelf in every branch library was given over to Junior Red Cross publications and to books about the war, and the general subject of co-operation between the library and Junior Red Cross was brought up for consideration at the local and state library meetings. In this work, and for the use of teachers, the bibliography "Heroes of Freedom" proved of very great value.

Required home study, during the closing of the schools, brought many children to the library for reference work. Library instruction to upper grade pupils was conducted as in former years, so far as the shortened school year permitted, and the outline of this instruction was revised and submitted for approval to the school authorities. In this instruction 261 talks were given to 10,440 children.

In publicity work, the new edition of graded book marks distributed to the schools at the close of the school year was most successful. Four other attractive annotated lists were published, which have been also used, under their own imprint, by the libraries of Alhambra, Pasadena and Santa Barbara. A special list of 400 titles was compiled for the Ventura School for Girls, and a similar list prepared for the George Junior Republic. A special children's poster, printed in quantity, was placed in schools, playgrounds and corner shops.

Story-telling, owing to the influenza, did not begin until February, and was somewhat handicapped by lack of sufficient volunteer story-

tellers. By this method 9,662 children were reached. As usual, the library had charge of the story-telling at the annual Hans Andersen festival at Elysian Park. Numerous talks were given by the department principal to parent-teachers' associations and clubs, and meetings of children's librarians and others interested were held every month for discussion of problems and reviews of books.

Club work was not attempted extensively, but several children's clubs, under outside leaders, have established library relations at different branches. The usual Christmas display of children's books was held in the main library and in several branches a month before the holidays, and a special collection of fifty books was prepared for the Child Welfare conference at Hollywood. A book-guessing contest; the annual wild flower exhibit, with ribbon prizes; an exhibit of French posters, and an interesting bird exhibit, arranged by the Audubon Society, were events that wakened wide interest.

In the development of this department's work, it has long seemed that there should be some special library intermediary to help the young readers as they pass from the children's department to the adult collection, and in an effort to provide this the juvenile and circulation departments during the year have shared the time of one attendant, so that the children, seeing a familiar face, would naturally turn to her for suggestions for their reading. This intermediate librarian compiled a list of 400 titles of fiction interesting to young people, which was mimeographed for use in the main library and the branches, and also prepared an effective book display on vocations—scientific, useful, commercial and artistic—which was brought to the attention of the students in all the high schools of the city.

One of the great needs of the department is a larger supply of books. In several branches the discards have exceeded the additions, and throughout the system it is often impossible to supply sufficient copies of standard titles or of the books included in the special reading lists. A special fund for replacements and duplicates is much needed; especially in the collection of little children's books are new, fresh copies necessary.

The field of children's work is far larger than we at present cover and the possibilities of growth are limited only by the resources of the library. One of the greatest aids to development will be the establishment of a school department, as recently decided upon; while extension of Americanization work is also of great present importance. We understand now, as formerly we did not, that the 145,000 foreign-born in this city retard the progress of all of us through their ignorance of our laws, customs and language. Through their children the possibility of eliminating this danger is greater than in any other way. Good or otherwise, they are our Americans of the future.

Summarized statistics for this department show: Total circulation, 658,519; loss, 37,176. Total juvenile books, 70,517; net additions for year, 2,399. Total juvenile registration, 9,703; gain, 1,227.

PERIODICAL DEPARTMENT (Mrs. Emilie Jackson, Principal)

Periodicals on file in this department, as also those available for circulation, were less in number than in the previous year; in all, 737 different titles are now currently received, the total, including duplicates, being 1,850. One hundred and forty-eight weekly newspapers are received.

The work of this department is two-fold, embracing care of periodicals and service to readers. All periodicals for the main library and for all the branches but three are received here and prepared for use; and there is also a large amount of general reference work required in answering readers' questions and giving information on current topics treated in periodical literature. Old magazines have been distributed among army camps, boy scout troops, night schools and social settlements, where they have been received with appreciation and put to good use. The pictures cut from these and from pictorial supplements have been roughly classified and now form a collection that proves useful both to the art department and for our own general use. The periodical reading room is still less crowded than formerly, but there were many more readers than in the previous year. More serious reading seems to prevail, and current events, philosophy and religion are subjects in constant demand.

REFERENCE DEPARTMENT (Susanna C. Ott, Principal)

Special effort has been made during the year to fill gaps in the various classes in the reference collection. These gaps are most noticeable in bibliography, philosophy and psychology, and history, and heavy purchases have been made in all these subjects. The history collection has been especially strengthened, particularly in European history, both source and secondary, and in all literature of the war—official reports, pamphlets and standard works. There is also being added to the reference collection on the war one copy of every title in the circulation department, of whatever value, so as to make a complete collection of war material always available for use.

In the genealogical section there have been material additions, and present this is a most creditable and useful collection. There is still much need of genealogical material on the southern and western states, but this is very difficult to secure. We shall add state, county and town histories liberally, as these are not only useful for family history, but are valuable Americana.

Notable sets acquired during the year include:

- Camden Historical Society publications, 105 vols.
- Mississippi Valley Historical Assn. publications, 14 vols.
- Revue de l'histoire moderne et contemporaine, 15 vols.
- Revue historique, complete, 117 vols.
- Royal Historical Society publications, 90 vols.

There are now 29,908 volumes in this department; additions for the year numbered 1,913. Volumes totaling 1,420 were issued for special home use, and an approximate total of 16,669 reference questions were answered.

SOCIOLOGY DEPARTMENT (Grace M. White, Principal)

This departmental collection, as now organized, contains virtually all material in sociology and all documents, national, state, municipal and foreign. Its total contents are given as 14,207 books, 60,975 documents and 3,690 maps. The total circulation for the year was 34,695 volumes, a gain of 136. Plans recently adopted for a separate school department and for wider distribution of documents in certain classes will still more closely specialize the material in this department.

Much has been done to bring together material on important subjects and to guide readers to the best and most authoritative sources of information. The most extensive bibliographical undertaking was the reading list on banking, investments and corporation finance. A popular list on education and child welfare was published for the various parent-teachers' associations of the city; references on "psychological tests of interest to the employment manager" were compiled and printed in the Chamber of Commerce Bulletin, which also gave space to a list of books dealing with various phases of export trade. Foreign trade and commerce received particular attention, in collections of books and documents shelved together in a prominent location, and special care was given to add important new publications and periodicals in this field.

Effort was made to facilitate in every possible way intelligent study and dissemination of information concerning social conditions, political science and economics. These are the topics of the highest public importance at the present time. The world is being made over and many problems that have hung in the balance for years must now be faced. Recent purchases in this broad field include Friedman's two compilations on reconstruction, American and European; Cleveland and Schafer's compilation on the same subject; the various works on guild socialism, by Hobson, Reckitt and Bechofer, and Cole; American labor problems, as discussed by Samuel Gompers, by Commons and by Schlichter; the studies of Bolshevism, syndicalism and allied subjects, by Spargo, Bertrand Russell, Edward Russell, and the hearings before

the U. S. Senate Committee; and the important Congressional hearings of the year, embracing hearings on the revenue act of 1918, Government control and operation of railroads, Federal operation of transportation system, incorporation of companies engaged in foreign trade, social insurance for 1918, National German-American Alliance, German propaganda and the liquor interests, Bolshevism, Shipping Board Emergency Fleet Corporation, and social and industrial conditions in the United States.

DEPARTMENT OF SCIENCE AND INDUSTRY

(Monica Shannon, Attendant-in-Charge)

In this department, which reflected so many vital phases of war activity, there was an instant reaction to the readjustment of November 11. Books on aviation and shipbuilding dropped from their high popularity and were quickly retired to private life. All through the winter and spring there was a steady return to the department of many men who had studied here for the army and navy; in a surprising number of cases these men came back with entirely new enthusiasms. A former salesman returned keenly interested in agriculture, upon which he sought books and suggestions; a lawyer who had been an aviator consulted us about establishing an automobile business; a newspaper reporter was preparing to jump into the business game, and a young sailor came to us for help in fitting himself for wireless station work in China.

Books on industrial chemistry, agriculture, manufacturing and automobiles came into great popularity, and the reference work increased heavily in industrial and manufacturing subjects, while the Texas oil field excitement brought so many inquiries that the material on petroleum was moved to a stack near the desk, where lists of government reports on oil and late statistics were posted. A reference list of 242 titles of "best business books" was compiled and proved timely and popular.

A rearrangement of the stacks was made, giving more space and better lighting; magazines were changed from a subject to a strict alphabetical arrangement, with a card subject index; trade catalogues were brought up to date and filed by subject with a card index to firm names; and the colored plates of birds in all the scientific books were indexed on cards, with cross references to their scientific names. The same indexing will now be done for the colored plates of animals.

Department statistics show the total issue of books to have been 57,273, a net increase of 7,587 over the previous year. There are now 21,350 books and 1,870 documents in the department. Additions for the year were 1,827 volumes.

ART AND MUSIC DEPARTMENT (Eleanor W. Caruthers, Principal)

During the months since the end of the war there has been a steady increase in the use of this department, and the reconstruction period before us brings promise of constantly growing demands and larger possibilities for service. The need of designing and manufacturing our own textiles, toys, clothing, etc., was made evident during the war, and it is believed that the time is coming when the fine arts will be brought more and more into service in industry.

An interesting collection has been made of war posters issued by our own and the Allied governments; this includes about 400 separate items, some 100 of which are of foreign issues, representing in all the best work of American and European artists.

Work has been virtually completed in the amalgamation of our old school picture collection with our new alphabetical file, a task which entailed reclassification of over 3,000 mounted pictures. Picture work for the "movies" involves many problems and requires more time and detailed attention than we are able to devote to it.

The music section was augmented by additions of organ compositions, and to meet the constant demand for Oriental music a few carefully selected titles were purchased.

Additions to the book collection were less than normal, owing to the reduction of the book appropriation to meet demands of the technical department. In our general reference work, war interests were reflected in the preparation of special lists on war memorials, poster art in war time, music and art after the war, and similar topics.

There are now 12,612 volumes in this department. Additions for the year included 287 books, 82 periodicals and 382 music scores. The mounted picture collection now numbers 13,896 items, and circulated 16,584. Additions of 1,183 items were made during the year.

BRANCHES DEPARTMENT (Helen T. Kennedy, Principal)

There are now 176 distributing points in the branch system, which is a slight increase over the preceding year, owing to 13 additional stations and some changes in sub-branches. Angeles Mesa and Sawtelle have come into the system through annexation of new territory to the city of Los Angeles. In all branch activities, the past year stands out distinctly from all other years because of the epidemic of influenza in the fall and winter. In the branches themselves, although all reference and reading room use was forbidden by ruling of the board of health, the average attendance and circulation remained much the same, but in playgrounds and in school deposit stations the loss was immediate and tremendous. Playground centers were entirely closed and deserted and

all public schools closed. The loss in circulation in schools during this period made a difference of more than 36,000 for the year. This checking of activity was a great disappointment, as we had a good staff for deposit station work and all prospects pointed to a successful year of development.

In spite of the heavy loss in deposit station use, the total circulation of books through the branches system was 1,551,431 volumes, more than half the circulation of the entire library. Without deposit stations, this is a gain of 6% over last year, less than the previous year's increase, but good considering conditions. It shows steady growth in most of the branches and large gains in some. Frequent loss in juvenile circulation was, of course, inevitable during the influenza epidemic and the closing of the schools.

Among Carnegie branches, Hollywood has made the largest gain in circulation, 11%, or more than 12,000 volumes, thus taking its place next to Vernon. Hollywood also reports the largest amount of reference work and more new readers (2,400) than any other branch, though Boyle Heights has a larger registration of borrowers. Hollywood is essentially a community library, frequented at all hours of the day by readers of leisure, by high-school students and by scenario writers, and it is always a busy place, the inconvenient arrangement on two floors adding to the difficulties of administration.

San Pedro, in proportion to its size, gained more than Hollywood (19%), which is encouraging in view of the constantly shifting population and the many who are indifferent to reading. San Pedro is the smallest of the ten branches, but in comparison of its work it is only fair to include the four stations using San Pedro books. Japanese books and magazines have been purchased and placed in the clubhouse at East San Pedro fishing village, where the local pastor and teachers will encourage their use. The big opportunity in San Pedro, as in Wilmington, lies in the industrial situation, the shipyard work in San Pedro and the oil industry in Wilmington. Books have been placed in the Y. M. C. A. school for shipyard workers and are in constant reference use by men employed in the yards. It is pleasant to record that the Southwest Shipyard company thought this work of sufficient importance to send the library a check for \$50 for the purchase of technical books. Such co-operation is most encouraging, and it is hoped that other companies will recognize the value of special study among their employes and will contribute to the purchase of expensive technical books for such use.

Among branches still in rented quarters, there has been friendly competition month by month for first place, but University Branch still stands highest in circulation, number of patrons and reference work. A remarkable gain has been made by Pico Heights Branch, due to the

librarian's constant reminder to this community that a branch library exists among them. By means of printed dodgers, newspaper articles, exhibits in the library, a survey of the neighborhood taken by club women, but chiefly by the librarian's personal influence and interest in every one who visited the library, the year's increase in circulation is 21%, or 15,000 more than the year preceding.

Careful study of circulation statistics is interesting and profitable in its indication of the strong currents of popular taste. The average use of fiction, in comparison with all other books in the branch libraries, is 61%, but a study of each branch shows wide divergences, ranging from 74% at Slauson Playground to 33% at Wilmington Park. Analysis of statistics was made to determine if the change in rules regarding books drawn on adult cards had decreased fiction reading. This rule formerly allowed the use of three books on a card, all of which might be fiction; but it was changed January first to permit the issue of five books on a card, with the limitation that only two might be fiction. Omitting juvenile books and magazines as not pertinent to the problem, and limiting the figures given to the twelve larger branches having well balanced collections of books, the results show a decrease in fiction percentage in every case, sometimes only 1%, sometimes as much as 6%. The fiction percentage in these twelve branches varied from 72% to 84% before the change in the rule, and from 70% to 79% after the change, and the average dropped from 78% to 74% after the change. This did not always mean a reduction in the amount of fiction read, but almost invariably an increase in non-fiction, in some cases as much as 33% and 40%.

There is now a total stock of 155,784 volumes in all the branches, an increase of about 9,000 volumes for the year. This increase is less by 5,000 volumes than the increase of the preceding year, partly the effect of a smaller book fund, partly due to fewer permanent loans and the withdrawal of more books. At Boyle Heights, for example, the number of juvenile books discarded this year is more than the number of new books added, making it impossible for the children's librarian to undertake larger or more constructive work. The book funds of the larger branches were reduced slightly to allow San Pedro a larger fund for the purchase of technical books.

One of our greatest needs is for foreign books, and it is still very difficult to secure these. Scarcely any Russian books have been added for two years. There is great need of books in Italian and Spanish, and our efforts so far have failed in getting a few titles in Portuguese. Yiddish books have been added and a few Japanese. The response of Jewish readers at Central Avenue Branch is especially gratifying, where the use of foreign books alone is almost equal to the entire gain in circulation for the year. The placing of a Yiddish sign on the front of

the library building and the sending of articles to the Yiddish newspaper have brought to this branch Jewish readers from all parts of the city. Doubtless also the occasional evening meetings held here for Jewish people have helped to arouse their interest and give them a feeling of possession. The time and care that should be spent in a study of our present foreign collection and in wise addition thereto, including the placing and following-up of orders, and in bringing the library in close touch with the foreign elements in the population of Los Angeles, is a task sufficient to occupy the time of one person.

Development of the inter-library loan system has usefully augmented our branch book supply. Through this system 12,144 volumes were exchanged during the year, of which 10,332 were borrowed from the main library, and 1,612 from other branches. An accompanying table shows the detailed record of these loans for the year. The loan system has been systematized and improved, and branch librarians have appreciated what has been accomplished in the effort to provide a book promptly when and where it is needed. Much still remains to be done, however, in the way of fuller service and quick delivery, and it is hoped that the present delivery system by auto truck may later be supplemented by a special emergency service.

Branch librarians held weekly meetings until the last quarter of the year, when the plan of fortnightly meetings was tried. This, however, has not proved satisfactory, as it gives too brief and infrequent opportunity for the necessary discussion of matters of common interest. The book review meetings at ten o'clock are of far greater value when fewer titles are presented and there is more time for consideration of books worth attention. Once a month there is a branch staff meeting for the general assistants in the branches; the children's librarians also meet once a month; the sub-branch librarians and custodians hold monthly conferences in different branches as well as occasionally in the main library. Group conferences are also held from time to time, for presentation of publicity plans or other special subjects.

Among the general activities of the branches, mention should be made of the community choruses, successfully conducted at Cahuenga Branch by Miss Louise Heilman, and at Boyle Heights by Captain Stone. Many of the branches serve as polling places for their precincts; all are headquarters for clubs and local organizations, and in several a series of extension lectures on the League of Nations were given in the spring under the auspices of the University of California. New deposit stations established include three in divisional headquarters of the Los Angeles Street Railway Company, supplementing the collections already maintained by the company for its employes; in Barker Brothers' store and warehouse; in the Southern California Edison Company, which already has its own technical library and trained librarian; and in two

city fire stations not previously supplied. One of the most interesting phases of deposit station work is the service given to the leading department stores and in other business houses.

Never again, probably, will there be mention of library war service in our annual report. The detailed record of the volume of work done in this field cannot be presented here, but it marks a distinctive and most interesting part of the library's service during the last two years. How effectively a branch library may become a community center and draw together the interests and efforts of hundreds of people has been shown during the war in our own branch history. While this service added greatly to the responsibilities of the library staff, it gave the libraries themselves a place in the community life that they had never had before. Special mention should be made of the reception to returned soldiers and sailors given to mark the close of their work by the Red Cross Auxiliary at North Branch. The auditorium was used for exercises and moving pictures, and the beautiful grounds were lighted for a band concert and the serving of refreshments. Boyle Heights Branch is especially proud of the service flag presented to it, bearing 1,117 stars on its field—the service record of the neighborhood.

Employment of junior assistants for much of the clerical work of the branch system has proved very satisfactory, resulting in excellent service in typing, filing and inventory checking, and frequently emergency desk work that has been most helpful. There have been many changes in personnel, though fewer than in the preceding year; there has been a fine spirit of service and co-operation throughout the department, and all its workers unite in appreciation of the generous increase in the salary schedule for the entire staff.

LIBRARY SCHOOL (Marion L. Horton, Principal)

In Mr. Monnette's address to the class of 1919, at the opening of the term, he emphasized the desirability of joy in one's work and the success that comes from this. This has been one note in the work of the school this year, and the students have been encouraged to relate their enthusiasm to a knowledge of books and of the people and organizations of the city they are to serve. The inspiration from lectures on social agencies and economic problems has been translated into bibliographies, familiarity with books, and intelligent co-operation with individuals and organizations.

Steady development marked the year. In spite of wartime conditions and the increased tuition fee, there was a greater number of desirable applicants than ever before. Additional desks, typewriters and other equipment made it possible to admit more students, and the class was well prepared in education and previous library experience. Of the twenty-two students who began the course, one withdrew in November for family reasons. Eight members of the class were college

graduates, two of whom had masters' degrees. All but two of the others had had from one to two years of college work; these two had had from one to three years of library experience. The following students completed the course:

- Ruth Bishop (six years Pomona Public Library).
- Dorothy Henderson Brenton (A. B. Wellesley College).
- Gladys Caldwell (Santa Barbara Junior College; Santa Barbara Normal School).
- Alma Virginia Clements (one year University of Oregon).
- George Anton Diehl (St. Mary's College, Dallas).
- Ruth Lurline Girton (A. B. Stanford University).
- Lieurena Cole Greenfield (A. B. Stanford University; A. M. Stanford University).
- Leora Elton Griffin (Los Angeles Junior College).
- Eleanor Louise Gutzler (A. B. Occidental College).
- Marion Louise Munro (St. Cloud Normal School).
- Frances Cary Richardson (two years Willows Public Library).
- Margaret Rose Richter (A. B. Stanford University; A. M. Stanford University).
- Margaret Rooney (one year Pomona College; one year Santa Barbara Public Library).
- Ruth Anna Staub (Los Angeles Junior College).
- Margaret Field Thayer (Los Angeles Junior College).
- Emily Edna Tyrrell (A. B. University of California).
- Lou Johnstone Ward (A. B. Stanford University).
- Marion Skinner Warren (A. B. Pomona College).
- Katharine Romel Woods (one year Northwestern University; one year DePauw University).

Ten persons already in library work registered for one or two courses: Winifred Skinner, librarian Pasadena High School; Leona Morgan, Whittier Public Library; Agnes Craig, Mildred Bleecker, Myrtle Ellis, Marian Hayman, Lulu May Pearson and Agnes Wilcox, Pasadena Public Library; Orpha Miller, Los Angeles Public Library. Carrie Rinecke also attended the courses in book selection.

Few changes were made in the school courses. Mrs. Arrington McPherron Leaf (graduate of Stanford and of the Los Angeles Library School) was appointed instructor, and taught the courses in cataloging and subject headings and shared the teaching of reference with Miss Haines. Elizabeth Williams (graduate Hollywood Junior College and Los Angeles Library School) was appointed reviser. In addition to the various special lectures by members of the library staff,

visiting speakers to the school included the following: Mlle. M. Marfaing, Bordeaux, France; Miss Louise B. Krause, librarian for Byllesby & Co., Chicago; George Watson Cole, librarian of Huntington Library, New York City; Mrs. James Noble Baskin, Nogales, Ariz.; Joel Bean Cox, Paia, T. H.; Milton J. Ferguson, state librarian, Sacramento; Miss S. M. Jacobus, librarian Pomona Public Library; Mrs. T. R. Brewitt, librarian Alhambra Public Library; Miss Althea Warren, librarian San Diego Public Library; Miss Winifred Skinner, librarian Pasadena High School; Miss Blanche Coveney, Cleveland Public Library; Dr. Charles E. St. John, Solar Observatory, Pasadena; Miss Zaidee Brown, librarian Long Beach Public Library; and Miss Ruby Baughman, Dr. Miriam Van Waters, Mrs. Clara Vostrovsky Winlow, Miss Adelaide Illman, Mrs. Dessa Fultz, Mr. Liberius Alminisis, Mr. A. C. Read, Mr. C. C. Parker, Dr. James Main Dixon and Mr. W. E. Reavis, all of Los Angeles.

Student practice work, usually given in periods of one week at intervals through the year, was concentrated in October, when the school came under the closing ban ordered by the board of health for all schools and colleges in the city on account of the influenza epidemic. As all the students had had at least two weeks of preliminary practice, this work was more varied than apprentice work usually can be.

Effort was made to interest college women in library work as a profession. The principal gave twenty-two talks in colleges, universities, junior colleges, normal and high schools, and at the vocational conference of the University of California. Letters were sent to vocational advisers, deans of women, inter-collegiate bureaus of occupation, senior women of Occidental College, showing the opportunities in library work. Publicity has been given the school in local newspapers, college publications and library periodicals. The principal represented the library at the annual meeting of the American Library Association at Asbury Park in June, where she participated in the programs of the Professional Training Section and the High School Librarians' Section.

The publications of the school give interesting and tangible evidence of the year's work. A bibliography on Americanization was prepared to accompany an exhibit of books, pamphlets and posters at the meeting of the Sixth District of the California Library Association in Alhambra. This list has been in demand throughout the country and the edition was soon exhausted. Some of this material was included in the suggested program for Americanization, prepared by Mrs. M. S. Gibson for the General Federation of Women's Clubs. A special "Library School number" of the Library Bulletin contained lists of books on topics of the day and a select list of books on vocations. The principal was asked to edit a special "High School number" of the *Wilson Bulletin*. Part of the material for this was collected from leading high school librarians of the country, and the students compiled a "librarian's five-

foot shelf," a list of patriotic bibliographies, and other articles related to school library work. The original bibliographies made by the students have been valuable because they were made in response to demand. The Department of Immigrant Education in the Los Angeles city schools asked for definitive bibliographies on United States government, educational tests and methodology of the teaching of foreigners, and also for books about the different nationalities in America, which show the racial backgrounds of the different peoples, their history and customs and the foreign books and easy English books that appeal to each race. The principal prepared a bibliography, "Heroes of Freedom," which was published by the State Commission on Immigration. An article on high school library work by the principal was printed in the *Library Journal*.

In addition to the regular nine-months course, a special two-months course to prepare for the position of junior attendant in the Los Angeles Public Library was given in July and August. Twenty-one began the course; three withdrew at the end of the first week. Eight were pages in the library and all were high school graduates, with a knowledge of typewriting. Chief emphasis in the instruction was laid on efficiency and professional ideals, especially in relation to the circulation and registration departments. Classification, book numbers, bibliographical form and the elements of cataloging were taught as fully as the time allowed. The instruction in cataloging covered fundamental principles, shelf-listing, order and use of L. C. cards, and alphabetizing. A special lecture on "The Library and Food Conservation" was given by Mrs. Frances M. Carlton-Harmon. Other lectures were given by members of the library staff, on the Los Angeles Public Library system, the opportunity of the library, history of books, and books and reading, so that these assistants should have a broad view of the work of the library as a whole, though engaged in clerical positions.

As regards future development, the school has reason for optimism. The demand for trained library assistants continues to grow, and the work done here is effective, not only in preparing for library positions, but in raising the standard of the work done by those already in the library field. It is hoped to offer advanced courses in administration, work with children and school, business library methods and book selection, strengthening the courses given now and adding lecturers from the east who may be available during the year. Grouping of courses in these subjects will allow some specialization, while the technical courses will give thorough foundation for library work as in past years.

CONCLUSION

There are now 173 full-time attendants on the library staff, an increase of 13 for the year. Miss Anne M. Mulheron, principal of the order department, resigned to continue longer the library war service, for which she had been granted leave of absence in the previous year. After eight months' work in hospital libraries at Camp Cody and Fort Bayard, New Mexico, she was sent overseas for library work in France, where she was in charge of the hospital library center at Savenay. Her place as head of the order department has been filled by the appointment of Albert C. Read, formerly connected with Fowler Brothers' book store, who adds to long book-trade experience, previous experience as librarian of the El Paso Public Library. Another vacancy caused by war library service was in the playground work, formerly in charge of Miss Jane Dick, who for the past year has been hospital librarian at Camp Logan and at Letterman Hospital in San Francisco. Her resignation was filled by the appointment of Miss Laura Thompson, from the staff of the Los Angeles County Free Library. As the year closes, we have to record the loss of the principal of the circulation department, Miss Jeannette M. Drake, who left us after twenty months of effective service to become librarian of the Pasadena Public Library. Miss Florence M. Krause, acting principal of the department of science and industry, resigned May first, to marry Mr. Frank Smiley of the University of California. The appointment of Miss Faith Smith, as principal of the recently planned school department, comes within this record, although her work will not begin until later. Miss Smith brings to this position long library and educational experience, as librarian of the Sedalia Public Library, as head of the training class of the Chicago Public Library, and for the past four years as secretary for the Los Angeles Y. W. C. A. Miss Anna M. Kimberly, formerly librarian of the Marshalltown, Iowa, Public Library, is now acting as principal of the new registration and loan department.

Staff meetings have continued through the year, and have drawn attention and discussion to many subjects of general and special interest. One of the most stimulating of these was devoted to an address on what the public library can do to aid business men, by Miss Louise Krause, of Chicago. The library staff has been represented by individual members and by participation in programs at the national, state, district, and many local and special library meetings, in many different places; the President of the Library Board and three department principals were speakers at the special meeting on library activities in Los Angeles, arranged by the Public Affairs Committee of the Friday Morning Club, in May.

Much information of value, in the broad field of library administration and development, was acquired by the librarian on his extensive trip to the east, covering June 18-August 6, of last year, made by authorization of the board, as delegate to the annual meeting of the American

Library Association, at Saratoga Springs, New York. This trip, which opened with attendance at the meeting of the California Library Association at Del Monte, included visits to a score of libraries and two annual library conventions, besides the transaction of much important business. The libraries visited were those of Kansas City, St. Louis, Indianapolis, Cleveland (also Western Reserve Library School), New York State Library, Worcester, Boston, Harvard University, Massachusetts Institute of Technology, Clark University, Springfield, New York City, Washington, Madison (also Wisconsin Library School), St. Paul, Seattle, University of Washington, and Portland. Special interest attached to the visit to the Library of Congress, then the busy headquarters for the national war library service, and to the time spent with the famous private collection of Henry E. Huntington, in his New York residence, which is later to be established in Mr. Huntington's estate in San Marino, between Los Angeles and Pasadena.

As a result of this survey and comparison of varied library activities, definite conclusions were reached respecting the work of the Los Angeles Public Library, which may be briefly indicated as regards books, central building, branches and staff. While our collection of circulating books compares favorably with those of the east, our reference collection is not so strong. This is natural, as it cannot be expected that we should have acquired the rare books and long files of valuable society publications that are to be found in the older eastern libraries. We are, however, making a special effort to enlarge our resources in this field, and it was for this purpose that Miss Ott, principal of the reference department, was granted special leave by the library board to study the library of the University of California, which is probably the most scholarly collection in this state. Among the central buildings studied, there are so many constructed within the last ten years in which there are marked defects of arrangement or inadequate facilities, that the inevitable conclusion was that our own temporary quarters have distinct advantages for experimenting and advance planning, that should make our central building, when it becomes a fact, thoroughly adapted to the needs and opportunities of the library system. As to branch library buildings, none were observed in any city visited that seem better suited to the demands made upon them, more satisfactory to administer, or more economical in their cost, than our own new Carnegie branches. Nor did observation of the personnel and staff work of other libraries cause any invidious comparisons as regards the spirit or the service of our own staff. Indeed, it but strengthened the conviction that we have here as capable a staff as is to be found in any of the large libraries of the country, and that in the earnestness, devotion and steadily increasing efficiency of the service given by its workers, the Los Angeles Public Library is to be congratulated.

Respectfully submitted,

EVERETT R. PERRY,

Librarian.

SUMMARY OF STATISTICS

1. Number of volumes June 30.....	334,130	358,705
2. Number of volumes added during the year	31,752	33,952
3. Number of volumes withdrawn during the year.....	7,085	7,884
4. Number of periodicals received, including duplicates	2,310	2,037
5. Number of periodicals received, including duplicates	148	163
6. Number of borrowers registered during the year.....	41,813	44,716
7. Total registration	120,662	122,773
8. Circulation of books for home use:		
Main Library	960,864	1,029,783
Branches	1,264,471	1,360,529
Playgrounds	88,990	73,261
Deposit Stations	154,256	117,641
	<hr/>	<hr/>
	2,468,581	2,581,214
9. Percentage of fiction to total circula- tion	57%	59%
10. Number of staff June 30, in equivalent of full time assistants.....	160	173
11. City tax rate.....	4-10 mill	4-10 mill
12. Receipts from 4-10 mill.....	\$195,643.77	\$203,419.63
13. Total Receipts.....	237,604.69	253,312.43
14. Expenditures for Salaries.....	128,601.24	138,334.62
15. Expenditures for Books.....	31,576.08	34,928.31
16. Expenditures for Periodicals.....	5,009.06	5,317.20
17. Expenditures for Binding.....	14,300.20	14,272.21
18. Expenditures for Rent.....	25,639.96	25,599.96
19. All other expenditures.....	22,896.68	25,433.53
20. Total Expenditures.....	228,023.22	243,885.83

FINANCIAL STATEMENT

1918—1919

The four-tenths of a mill on the dollar, assessed valuation, allowed us by the City Charter, amounted to \$203,419.63, for the fiscal year 1918-1919.

RECEIPTS

Budget Allowance, 1918-1919.....		\$203,419.63	
Appropriation for Carnegie Branches.....		21,000.00	
Balance Forward from Previous Year.....		9,581.47	
			<hr/>
Fines, Main Library	\$ 7,663.07		
Fines, Branches	1,696.90		
Fines, Juvenile	532.25		
Fines, San Pedro	269.85		
Fines, Wilmington	49.63		
Fines, Hollywood	673.37		
Fines, Vermont Square	518.27		
Fines, Arroyo Seco	390.84		
Fines, Vernon Avenue	490.39		
Fines, Boyle Heights	318.81		
Fines, North East	245.37		
Fines, Cahuenga	292.83		13,141.58
			<hr/>
Duplicate Fiction, Main Library and Branches	1,158.14		
Postal Cards, Main Library and Branches.....	240.05		
Lost Books, Main Library and Branches.....	805.39		
Dues	86.00		
Duplicate Cards	395.90		
Periodical Refund	47.76		
Insurance Refund	10.15		
Express Refund	13.70		
Books Refund	19.04		
Phone Refund	30.98		
Rent, Bindery, 8 months.....	600.00		
Phone, Bindery, 8 months	20.00		
Power, Bindery, 8 months	61.85		
Supplies Sold	218.12		
Drinking Cups	36.08		
Old Papers, Books, etc., Sold.....	138.02		
Tuition, Library School	1,912.70		
Reimbursement from A. L. A.....	77.85		
Improvement to Central Avenue Branch.....	201.50		
Gift from Southwestern Shipbuilding Co.....	50.00		
Miscellaneous	46.52		6,169.75
			<hr/>
			\$253,312.43

FINANCIAL STATEMENT

1918—1919

(Continued)

EXPENDITURES

Books	\$ 34,928.31	
Periodicals	5,317.20	
Binding	14,272.21	
Furniture and Fixtures	2,432.80	
Structures and Improvements	50.00	\$ 57,000.52
		<hr/>
Salaries		138,334.62
Telephones	1,028.77	
Postage	1,430.40	
Freight	376.58	
Printing	1,736.94	
Electricity and Gas	2,865.01	
Garage	156.00	
Carfare	875.28	
Towels	597.40	
Repairs	1,410.80	
Miscellaneous Services	1,572.10	
Insurance	2,291.67	
Rent, Main Library and Branches.....	25,599.96	
Lumber	782.13	
Paint	152.86	
Hardware	257.37	
Office Supplies	3,768.28	
Janitor Supplies	952.33	
Fuel	1,192.43	
Auto Supplies	651.91	
Miscellaneous Supplies	852.47	48,550.69
		<hr/>
		\$243,885.83

SUMMARY

Budget Allowance, 1918-1919.....		\$203,419.63
Allowance for Maintenance Carnegie Branches		21,000.00
Fines, etc., Collected during the year.....		19,311.33
Balance Forward from Previous Year.....		9,581.47
Expenditures	\$243,885.83	
Orders Outstanding	8,256.14	
Balance Unexpended	1,170.46	
	<hr/>	<hr/>
	\$253,312.43	\$253,312.43

TRUST FUND

June 30, 1918, Deposits Outstanding.....		\$ 781.75
June 30, 1919, Receipts during year.....		3,220.00
June 30, 1919, Refunded during year.....	2,930.00	
June 30, 1919, Deposits Outstanding.....	1,071.75	
	<hr/>	<hr/>
	\$ 4,001.75	\$ 4,001.75

COMPARATIVE CLASSIFIED STATISTICS OF
CIRCULATION

	1917-18	1918-19
General	000	1,944
Philosophy	100	34,206
Religion	200	31,898
Social Science.....	300	188,294
Language	400	52,815
Science	500	42,994
Useful Arts.....	600	61,819
Fine Arts.....	700	56,078
Literature	800	149,576
History	900	100,449
Travel	910	66,335
Biography	920	31,855
French Non-Fiction.....	3,524	3,694
German	2,545	1,554
Italian	759	745
Russian	1,142	1,410
Spanish	2,001	3,087
Yiddish	1,324	2,055
Scandinavian	294	231
Dutch	14	30
Greek	68	38
Armenian	134	120
Hebrew	58	28
Hungarian	43	81
Music	21,673	19,734
Fiction—Juvenile	317,295	321,070
Fiction—English—Adult	1,084,719	1,178,062
Fiction—Foreign—Adult	28,093	26,564
Magazines, Bound.....	11,834	12,499
Magazines, Unbound.....	174,798	172,193
Totals.....	2,468,581	2,581,214
Pictures	30,289	27,960
Gain	7.1%	4.5%
Percentage of Fiction to Total Circulation.....	57.9%	59 %

ANNUAL REPORT OF INTER-BRANCH LOANS
1918—1919

Name—	Books Borrowed from Main Library	From Branches	Total	B's Loaned to M. L.	Branches	Total
Arroyo Seco	183	19	202	39	69	108
Boyle Heights	837	55	892	99	98	197
Cahuenga	235	56	291	49	45	94
Hollywood	514	21	535	142	29	171
North East.....	379	26	405	19	20	39
San Pedro.....	569	93	662	16	6	22
Vermont Square	312	29	341	62	51	113
Vernon	511	54	565	25	49	74
Central Avenue.....	506	118	624	8	111	119
Moneta Avenue.....	85	92	177	23	61	84
Pico	363	23	386	20	47	67
University	392	135	527	19	49	68
Echo Park.....	169	163	332	1	105	106
Exposition Park.....	120	69	189	3	9	12
Hazard	104	43	147	1	25	26
Recreation Center.....	40	20	60	0	26	26
Slauson	176	85	261	7	37	44
Violet	192	45	237	0	6	6
Angeles Mesa.....	3	0	3	0	0	0
Edendale	190	56	246	2	59	61
El Sereno.....	166	49	215	0	1	1
Figueroa	156	65	221	6	16	22
Gardena	147	40	187	0	1	1
Jefferson	132	52	184	4	12	16
Malabar	170	30	200	0	20	20
Owensmouth	116	42	158	1	1	2
Palms	12	5	17	0	1	1
Santa Monica.....	239	24	263	0	1	1
Sawtelle	42	6	48	0	0	0
Stephenson	144	27	171	3	48	51
Van Nuys.....	111	38	149	0	3	3
Wilmington	150	31	181	17	7	24
Deposits	3,067	1	3,068	18	1,186	1,204
Total	10,532	1,612	12,144	584	2,199	2,783

REPORT FROM MAIN LIBRARY

Books Loaned to Branches, Schools and Deposits

	Fiction	Non-Fiction	Foreign	Total
Circulation	2,404	2,140	1,861	6,405
Art Department				584
Science and Industry.....				1,392
Sociology				427
Juvenile (last six months only—not counted before).....				187
Total.....				8,995

AMERICAN LIBRARY ASSOCIATION UNIFORM
STATISTICS

Annual report for the year ending June 30, 1919.

Los Angeles Public Library, Los Angeles, California.

Population, 607,587; City Directory estimate.

Free for lending; free for reference.

Total number of agencies, 177.

Consisting of: Central Library; 8 Carnegie Libraries; 4 branches in rented buildings; 6 playground branches; 19 sub-branches; 139 deposit stations (58 in rooms, 81 in schools).

Number of days open during the year, 363; hours open each week for lending, 72; hours open each week for reading, 80.

Total number of staff, 173 full time attendants.

Total number of volumes July 1st, 1918, 334,130; 29,941 added during the year by purchase, 3,991 by gift; number of volumes withdrawn and missing, 9,357. Total number of volumes June 30, 1919, 358,705.

Number of pamphlets July 1st, 1918, 38,548 (includes documents), 6,870 added during the year; withdrawn, 1,538. Total July 1, 1919, 43,880. Total number of maps, 4,003. Music, 4,987 (included in volumes).

Loaned for home use: 2,581,214 volumes, of which 1,525,696 were fiction.

Number of borrowers registered during the year, 44,716.

Total number of registered borrowers, 122,773.

Registration period, 3 years.

Number of magazines currently received, 2,037; newspapers, 163.

Number using reading rooms: No count kept.

Total valuation library property, \$703,535.61.