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1933/34

LOS ANGELES PUBLIC LIBRARY

FORTY-SIXTH
ANNUAL
REPORT
1933-1934

Los Angeles
1934



EVERETT ROBBINS PERRY

1876-1933

CITY LIBRARIAN — Los Angeles Public Library

1911-1933

027.409
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1933/34

FORTY-SIXTH ANNUAL REPORT
OF THE BOARD OF LIBRARY
COMMISSIONERS OF THE
LOS ANGELES PUBLIC
LIBRARY

For the year ending
June 30, 1934

BOARD OF LIBRARY COMMISSIONERS

ORRA E. MONNETTE
FRANCIS J. CONATY
MRS. J. WELLS SMITH
MRS. OTTO J. ZAHN
E. N. MARTIN

CITY LIBRARIAN
ALTHEA WARREN

LOS ANGELES PUBLIC LIBRARY

Founded in 1872; established by Act of Legislature, 1874.
Reorganized under city charter, 1889; 1925. Supported by
annual city appropriation of seven cents on each hundred dollars
of taxable property.



EVERETT R. PERRY, when
Appointed City Librarian
September 8, 1911

POINTS OF PROGRESS

Under the Librarianship of
EVERETT R. PERRY
1911-1933

CENTRAL LIBRARY AND ADMINISTRATION

- 1911 Central Library housed in department store.
Organization: Executive, Catalogue, Circulation, Juvenile, Periodical, Registration, Reference, Documents, Branches Departments.
Books in Library, 191,375; Book circulation, 1,409,922; Card holders, 58,134; Staff, 98.
- 1912 "Emphasis has been placed this year on the re-organization of the staff, and co-ordination of work of different departments."*
- 1914-1926 Central Library in Metropolitan Office Building, with specially designed quarters. Open shelf, and further development of departments: Art and Music, Science, Sociology, School and Teachers, Foreign Books.
- 1918 Tax minimum rate raised from 4 mills to 5 mills on the dollar.
- 1921 Bond issue (\$2,500,000) carried for Central and Branch buildings.
- 1922 Normal Hill site deeded to Library Board. Architects appointed, Bertram Grosvenor Goodhue, Carleton Monroe Winslow.
- 1923 Bond issue (\$500,000) carried for purchase of Flower Street frontage.
- 1925 Tax minimum rate raised from 5 mills to 7 mills by new City Charter. Corner stone of Central Building laid, May 3.
Bond issue of \$500,000 voted for Branch Buildings, June 5.
- 1926 Central Library dedicated, July 15.
"We have struggled for it by day, and dreamed of it by night."*
- 1927 Departmentalization completed with establishment of History, Travel and Biography, Literature and Philology, Philosophy and Religion, completing the specialized departments giving circulating and reference services in the Central Library.
- 1928 Municipal Reference Department established in the City Hall to give special service to City officials and employees.
- 1933 Books in Library, 1,409,922; Book circulation, 13,498,718; Card holders, 394,216; Staff, 600.

"Our aspirations turn toward the acquirement
of a book collection that will make
our Library a Mecca for scholars
and research workers
throughout the
West."*

* Everett R. Perry, Official Reports

POINTS OF PROGRESS

Under the Librarianship of

EVERETT R. PERRY

1911-1933

BRANCH LIBRARY SYSTEM

"The ultimate goal of the Library Commissioners and the Librarian—the placing of branch libraries at community centers with a frequency that requires no citizen to walk more than a mile to reach the nearest branch."*

1911 The system claimed twelve branches, only two of which were in library buildings.

Branches circulation 503,257, or 50 per cent of total circulation.

1913- Six branches erected with Carnegie endowment (\$210,000) supplemented by required 10 per cent City appropriation.

"The Carnegie buildings with their provisions for club and committee rooms and the dignity and importance they imparted to library service in Los Angeles gave an immense impetus to growth."*

NOTE: Four additional Carnegie buildings were acquired through annexation: San Pedro, 1909 (later rebuilt); Hollywood, 1910 (later moved to become West Hollywood Branch); Eagle Rock, 1923 (later rebuilt), and Watts, 1926.

1923- Expansion through branch buildings financed chiefly through branch funds voted in 1921 and 1925.

Eleven buildings erected, 1923-25.

Fourteen Buildings erected, 1926-28.

Six buildings erected, 1928-30.

1933 Library system included:

48 branches supplemented by 74 stations.

39 branch buildings.

Branches system circulated 10,613,218 books, 78 per cent of total library circulation.

"We are confident that the same public spirit and zest for education which has made the present development possible will provide for the future needs of Los Angeles."*

* Everett R. Perry, Official Reports

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Everett R. Perry.

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September 26, 1934.

To His Honor, The Mayor, and to the
Honorable City Council,
City of Los Angeles.

Gentlemen:

The Board of Library Commissioners has the honor to submit herewith the forty-sixth annual report of the Los Angeles Public Library, which covers the fiscal year ending July 30, 1934.

Such passing difficulties as diminished income and the first loss in circulation since 1910 have been minimized this year by the most irreparable disaster to befall our library since its establishment, the death of our librarian, Everett Robbins Perry. This occurred on October 30, 1933, after two and a half months of illness. Mr. Perry had just completed the twenty-second year in his position, having come west to take charge of our system in September, 1911, a few weeks before his thirty-fifth birthday. A native of Worcester, Massachusetts, he had graduated from Harvard and from the New York State Library School, and had acted as the librarian's secretary and as head of the Reference Department, in the New York Public Library. His was an unfaltering, indomitable leadership of hard work and far sighted plans. Under his command, thirty-nine branch buildings were brought to completion; the departmentalized organization of the Central Library was developed; the library's tax rate was raised by popular vote from 4 to 5 mills on the dollar, and a tax rate of 7 mills was afterwards provided in the new city charter of 1925. Finally, the beautiful and dignified Central Building was dedicated on Normal Hill, July 15, 1926. A committee of our staff is now raising funds for a bronze tablet surmounted by Mr. Perry's profile in marble, by Lee Lawrie, sculptor of the building, to commemorate how wholly and truly the Los Angeles Public Library of today is founded on his life.

In this year there has been an unprecedented number of other losses among the library staff. Two branch librarians, both graduates of our Library School, have died. Mrs. Arnoldine Saul, in charge of El Sereno Branch from 1924 to 1929, and branch librarian of Lincoln Heights for the past five years, succumbed to an operation January 26. At the age of thirty-one, Miss Dorothy Newton, the brilliant and beloved branch librarian of Cahuenga, ended a professional life of rare promise on March 4, 1934. Since the end of the fiscal year but before the printing of this report, on August 3 and 5, 1934, fell the double loss of Miss Bessie Carrick, in charge of our Bindery Department since 1921, and Miss Louise Holmes, branch librarian of Vernon and previously in charge of Ascot.

The staff changes necessitated by these disasters are noted in the list of department and branch librarians at the conclusion of the librarian's report. After thirty years on our staff, Mrs. Emilie Jackson resigned last August to enjoy leisure and travel. As head of the Periodical Department and branch librarian at Wilshire and, since 1926 at the Washington Irving Branch she has rendered this institution most able and devoted service of which grateful record is here made.

Due to decreased valuation, our final budget for this year was \$150,000 less than 1932-1933, a 15% reduction. This necessitated a revised salary scale with graduated cuts for all workers as follows:

Employees \$ 60-\$ 75 per month.....	2.5% reduction
Employees 80- 100 per month.....	5.0% reduction
Employees 105- 175 per month.....	9.0% reduction
Employees 180- 275 per month.....	11.5% reduction
Employees over 275 per month.....	14.0% reduction

When the above cuts were put into effect January 1, 1934, the staff was again placed on the 40 hours and 42 hours a week schedules in practice the last half of the previous fiscal year, making an approximate cut of 4% in working hours. As resignations occurred, positions were almost invariably filled by transfer instead of new appointments, and every possible elimination was made, so that thirty-four fewer names appeared on the pay roll of June 30, 1934, than a year ago. Leaves without pay for education and travel have been encouraged, and every employee in the system is taking two extra weeks of vacation without pay and without a substitute. The final book budget was pared from \$150,000 to \$92,000, a loss in a year of over a third of our purchasing power in books and periodicals. Almost every other item of the budget suffered severely. To achieve such economies has, of course, also necessitated reductions in hours and service in addition to the many put into effect last year. All but the five regional branches are now closed in the mornings. During the four summer months (June through September) the Central Building closes at one, Saturday, and the branch system is closed all day. A careful survey was made of all stations where rent and custodian's wages were being paid, and those were closed when another library distribution center was in possible reach. Although many communities gave free space and the services of a volunteer custodian, twelve stations were closed during the year in addition to the 14 sacrificed in 1932-1933. The six smallest branches particularly have been shorn of individual book funds and trained service. At Central Library the Shelf Department was abolished in February, its responsibility for inventory being added to the duties of the Catalog Department, and each circulating department taking over complete charge for shelving books. The Fiction Department cut its maximum of free novels to three. At branches, stricter rules of identification and in the use of temporary cards were adopted to cope with the increasing number of delinquent books. Finally, since the library was being obliged to so reduce its service to Los Angeles citizens, it was felt only fair to charge all non-

residents who do not own city property. Fees of \$2.00 per year, similar to those charged by the public libraries of Pasadena, Santa Monica, Long Beach, Glendale and Beverly Hills, were therefore instituted in March, 1934.

The results of all these lets and hindrances have been a disconcerting drop in library use. We have been so accustomed to gaining at the rate of a million book circulation a year, that we could scarcely believe our eyes when losses began. Last year's gain, though small in comparison to the year before, was over 9% above the circulation of 1931-1932. This year, however, for the first time in twenty-four years, our total circulation is below the previous annual record, a loss of 3.5%. The only two departments in the Central Building to record a consistent gain each month have been Periodicals and Art and Music. Fiction loss is heaviest, and children's reading has dropped less than adult. Our sole consolation is that the same conditions seem to obtain throughout the entire country. The causes seem to be that during the first of the depression libraries were flooded with large numbers of unemployed. Only those with the rudiments of reading proclivities have, however, found lasting help in books. Some have returned to work. Others are so hard pressed for money that lack of carfare or fear of fines prevent library borrowing. Use of our libraries by night school pupils is less now that the high school libraries are open in the evenings. Our economies in hours, book purchase, service, staff, and publicity have all had hurtful effect.

Against this dark background a number of incidents stand out in bright contrast. In times of vicissitude true friends are always kindest. The library has received innumerable gifts of books from individuals in addition to the following imposing list of bequests and collections:

- 108 Japanese books from Mr. Otataro N. Yamamoto and five other donors.
- 156 songs, piano solos, cantatas, operas, oratorios, from Miss Carol Comstock of Santa Barbara.

More than 250 works on accountancy placed in Science and Industry Department by the California State Society of Certified Public Accountants on a five-year contract plan.

Special memorial collection started in Sociology Department by the relatives and friends of Oak Amidon, its former head.

- 302 orchestral and solo scores from Miss Jessica Lawrence.

Statue of Canova's Venus, bequeathed to the Hollywood Branch by the will of Mrs. Louise H. Uren.

- 120 bound volumes of the Christian Science Monitor.

Marble bench placed on landing of North Stairway by Mr. Henry Chapin. Five etchings of Cadwallader Washburn secured from the artist through the interest of Mr. Erwin H. Furman.

"Encyclopedia of American Biography: New Series" and "Tennessee History," by Dr. Philip M. Hamer, given by the American Historical Society, Incorporated.

Orchestral Library collected for the Los Angeles Philharmonic Orchestra bequeathed to the Los Angeles Public Library by the will of W. A. Clark, Jr.

The Federal Government has done a great deal in many and unexpected ways to help the public library through these lean days. When decoration and embellishment were utterly beyond our purse, the Public Works of Art Project sponsored a fresco, "The Bison Hunt," by Charles Kessler II, on the east wall of the Children's Court. A pictorial map of the branch system, painted on canvas in oils, was executed by Miss Gail Cleaves, as another of its projects for a wall of the Central Building near the Fifth Street entrance. Fourteen oil paintings, one metal picture, twenty-four water colors, six etchings, nine photographs, and ninety sheets of Ward Ritchie's printing, have been presented for use in branches by the same organization. An attempt was made last summer to secure a million dollars to complete the library's construction needs for branch buildings and Central Library enlargement through the Public Works Fund, but our request was withdrawn when it was found that 75% of the loan under the National Recovery Act would be a specific obligation for repayment by the Library Department. Three projects by which the library has secured clerical workers without charge have been successfully operated. The first, under the County Special Committee on Unemployment Relief, brought us a maximum quota of 50 women working a thirty-hour week from October 25th to November 26th, paid by the Reconstruction Finance Corporation. The second project was a continuation of the first one but, like it, never attained a full quota. It was under the Civil Works Administration, and was in effect from December 26, 1933, to March 29, 1934. A third and enlarged project has been operating since May 7, 1934, with sixty-two workers (fifty-eight women and four men) of whom four are trained librarians, under the State Emergency Relief Administration. Employment is based on need, with a minimum of eight hours and a maximum of twenty-four a week. On June 29th four shifts, each consisting of four painters and a helper, began an S.E.R.A. project to renovate fourteen of our branch buildings, the cost of materials and supervision to be from library funds.

Since our own budget has not been adequate to keep the gallery in the Central Building open for longer than the evening lectures, it has been a stimulating new activity to have the Los Angeles Art Association supply an attendant, and the cost of lights and janitor service, to display the following schedule of fine exhibitions daily from 11:00 A.M. to 5:00 P.M.:

- January 29th to March 3rd—Masterpieces of Graphic Art.
- March 5th to April 16th—Prints of Famous Personages.
- April 16th to May 14th—Western Water Color Exhibits.
- May 14th to June 15th—Rembrandt Etchings.
- June 17th to June 30th—Fifty Modern Prints.

The membership of our Board remains unchanged, Mrs. J. Wells Smith having been reappointed by Mayor Shaw, and confirmed by the City Council on August 7, 1933. It is constituted as follows: Mr. Orra E. Monnette, President (term expires June 30, 1934); Monsignor Francis J. Conaty, Vice-President (term expires June 30, 1937); Mrs. Otto J. Zahn (term expires June 30,

1936); Mrs. J. Wells Smith (term expires June 30, 1938); and Mr. E. N. Martin (term expires June 30, 1935). The regular committees are as follows: Books and Donations Committee, Commissioners Martin and Zahn; Finance and Budget Committee, Commissioners Martin and Smith; Service and Employees Committee, Commissioners Smith and Conaty; Central Library Committee, Commissioners Conaty and Martin; Library School Committee, Commissioners Smith and Zahn; Branch Libraries Committee, Commissioners Zahn and Conaty; Public Schools Committee, Commissioners Smith and Zahn; and Social Amenities Committee, Commissioners Zahn and Smith.

Commissioner Zahn attended, as Governor Rolph's State Representative and the official representative of our Library Board, the annual meeting of the American Library Association, October 16th to 21st, in Chicago. Nine members of the staff were there. The 1934 meeting of the California Library Association was held at the Vista Del Arroyo Hotel in Pasadena, May 1st to 5th, Commissioner Smith acting as the Board's representative. The American Library Association conference for 1934 met in Montreal, June 25th. to 30th, ten of our staff being present.

At the opening of our fiscal year, the Board attended the testimonial dinner welcoming Mayor Shaw at the Biltmore Hotel on July 11th. Every effort has been made to assist Director Knox of the Bureau of Budget and Efficiency in his survey of the library commenced on August 24th, and to conform with the request that no vacancies be filled during the process of this survey without approval of the Mayor. It was both an honor and pleasure to have Mayor Shaw attend the meeting of our Board on October 4th.

When in May a motion was presented in the City Council, proposing that an amendment be brought before the people abolishing the Library Commission, as well as other Boards and Commissions of the City of Los Angeles, a letter protesting this action was signed by all our membership. We take pride in reporting that the staff has manfully cooperated with the Board in adapting our service to changed conditions, practising every sane economy consistent with efficiency, and scrupulously avoiding waste. The Board of Library Commissioners has always followed the budget system recommended and faithfully kept within its limitations. It is hoped that the Council and Mayor will find that in retaining the Commission method of administration which has obtained since the first board was appointed in 1872, they have secured as loyal, efficient and progressive a public library system as our city's resources can achieve.

Respectfully submitted,

ORRA E. MONNETTE, President.
FRANCIS J. CONATY, Vice-President.
FRANCES M. HARMON-ZAHN,
KATHERINE G. SMITH,
E. N. MARTIN,
Board of Library Commissioners.

REPORT OF THE CITY LIBRARIAN

ALTHEA WARREN, City Librarian

In periods of falling budgets and depressed spirits, it is well to turn our eyes toward a goal of achievement, a goal so distant that we visualize only the rising levels necessary to attain it, and minimize the intervening valleys of discouragement and difficulty.

The Library of the Future

In a future of larger leisure and more universal desire for adult education, the Library will inevitably hold an important place. H. A. Overstreet in a recent book has described it for us: "We shall need the library; for the library is the spiritual center of our civilization. It is the depository of man's ideas, hopes, aspirations. It is man thinking—man throughout the ages, in all places and under all conditions." He further explains that the library must be equipped with the expression of all the major interests of life, and concludes with the question: "Is the library, perhaps, the forerunner of the day when we shall build a society on the truly civilized principle of 'each according to his needs'?"

Close Touch with Community Interests

That librarians may provide workable collections and services that minister to "each according to his needs" implies a vital and close connection with the major interests and activities of the community. This, in a cosmopolitan city of multiple interests and widespread territory, can be done by no one or dozen persons, but must be the synthesized and united understanding of a loyal and earnest staff of trained librarians, each viewing the scene from his desk and window, and contributing his interpretation to the general fund of sympathetic understanding. Through department librarians, studying the interests and needs of specialized groups and building up collections for these interests, and through branch librarians acquainting themselves with the character and demands of their various communities, such a synthesized understanding of the major activities of the City is sought, and the necessary equipment is acquired as far as limited means allow and practically unlimited ingenuity may devise.

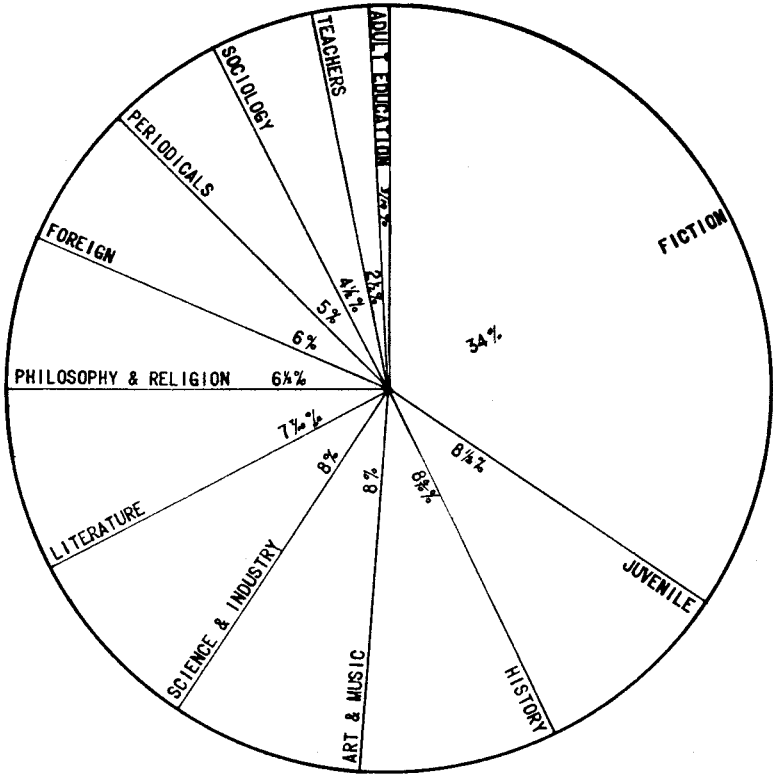
Greater Use of Reference Collections

Two major results of these years of maximum demand and minimum supply are recognized: librarians have learned to weigh, evaluate and utilize collections as never before; the general public have learned to rely on the resources of the library as never before. In order that this reliance on the library as a first aid informational center may be justified, the Library Board adopted the policy of maintaining educational and informational collections at the sacrifice, when necessary, of the merely recreational. The effect of this policy may be seen in the reduced circulation totals and the increased reference demands cited by department librarians.

Fields of Circulation Losses and Gains

In contrast to the general circulation losses, we note slight gains in the classes of fine arts, useful arts, history, biography and religion, and a steady increase in use of periodicals and pamphlets. General gains and losses are shown in the table below, and the usual comparative classified statistics are found on page 30. As the Central Library departments lead their respective fields, a chart showing the proportionate book circulations of these departments is given.

CENTRAL LIBRARY READING ROOMS Circulation 1933-1934



Department	Circulation	% of Central Library Circulation
Fiction	921,990	34%
Juvenile	229,114	8.5%
History	227,691	8.4%
Art and Music.....	214,470	8%
Science and Industry.....	212,983	8%
Literature	206,896	7.7%
Philosophy and Religion.....	175,524	6.5%
Foreign	161,201	6%
Periodicals	144,507	5%
Sociology	119,353	4.5%
Teachers	65,755	2.5%
Adult Education	8,929	3%

Total Library Circulation Summary

	Circulation 1933-34	Loss	Gain	Per Cent Loss	Per Cent Gain
Central Library	2,742,784	142,716		5.2%	
Branches and Stations..	10,280,155	333,063		3.1%	
	<hr/>	<hr/>			
Total system.....	13,022,939	475,779		3.5%	
Adult circulation.....	9,980,801	376,893		3.6%	
Juvenile circulation.....	3,042,138	98,886		3.1%	
Adult fiction.....	6,369,396	400,892		5.9%	
Adult non-fiction.....	3,611,405		23,999		6/10%

Adult Education Through Lectures

A valuable feature of the Adult Education service is the program of free lectures held for the eighth season in the library lecture hall and made possible through the generous cooperation of skilled lecturers with department librarians in presenting their specialized subjects. Many of these lectures could not be excelled for scholarly presentation and authoritative background. The season's course would indeed prove a liberal education to any who attend regularly and follow up the lectures with the reading of recommended books. Everyone interested in the sharing of cultural opportunity owes sincere appreciation to these lecturers who give freely of their services.

Cooperation of Staff

The fine cooperative spirit of the staff under stress and strain, is a matter of pride to the Library Board and the City Librarian. Professional interest of staff members in the State and National Library Associations is evident in an active membership in both the California Library Association and the American Library Association, and by participation in programs and committee work. Four department librarians served as chairmen of American Library Association Committees and others acted on committees and participated in programs at the annual conventions.

Departmental reports follow in two alphabetical lists, the first, "General Service Departments" serving the entire library, the second, "Central Library Reference and Circulating Departments." The concluding section summarizes Branches Department services.

DEPARTMENTAL REPORTS GENERAL SERVICE DEPARTMENTS

BOOK-BINDING

BESSIE H. CARRICK, Department Librarian

Reduced buying of books inevitably results in increased binding requirements, as the necessity arises of repairing reference volumes instead of replacing them, and rebinding books which in normal times would be discarded. Therefore, the Bindery Department faced a strenuous year.

Additional economies included the reinforcing of cheaper juvenile books, the increasing of the number of copies of sheet music and pamphlets bound in the department and the further carrying out of economical methods of caring for serials and continuations. In order to exercise most careful selection of books to be bound or repaired, department librarians were asked to visit the Bindery Office once a week to examine the books sent down from their rooms.

A total of 71,518 volumes were re-bound at an average cost of 60 cents per volume, at the outside Bindery and 97,065 books were repaired by the Bindery Department.

The department librarian acted as chairman of the American Library Association Book-Binding Committee, and with the assistance of Mr. W. Elmo Reavis of the Pacific Library Binding Company and of the members of the Committee, worked out a detailed set of specifications for library binding. Invitation came from the Book Manufacturers' Institute of New York City, the National Code Authority on Book-Binding, to confer with their representatives in New York, before presenting the specifications to the American Library Association in conference at Montreal in June. Following the meeting in New York City, Miss Carrick presented the Committee's Report to the Council of the American Library Association and it was formally accepted.

NOTE: Due to the sudden death of Miss Carrick on August 4, the report of the year's work was completed by her assistant, Miss Esther Thompson.

Miss Carrick had been a member of the Los Angeles Library staff since 1920 and head of the Book-Binding Department since its establishment in 1922. Her expert care of books and her ingenious methods of binding music and pamphlets had won wide recognition.

BOOK ORDERING

ALBERT C. READ, Department Librarian

With the goal ever in mind, of building up a reference and research collection in all fields of study, which shall meet the growing demands of a city of diversified commercial and cultural interests, it is doubly difficult to be compelled to record the fourth year of reduced book budgets.

With a new cut amounting to 34 per cent over the book expenditures of last year, a sum of \$92,638.80 had to be stretched to cover the accumulating needs of eleven Central Library departments and forty-eight branch libraries. The California sales tax and the shrinkage of the American dollar in the foreign exchange, added to the budgetary difficulties. Through assiduous searching for bargains, purchase of reprints, watching "remainder sales" and second-hand bookstore offerings, and through reluctant omission of purchase of many valuable reference volumes and sets, fine editions, etc., the average cost per volume purchased was reduced from \$1.40 of last year to \$1.26. There were 75,760 items purchased. Gifts amounted to 14,180 volumes due to the after-effect of the Book Gift drive held in the spring of 1933.

A policy was adopted of refusing to buy the more ephemeral in all fields, the pseudo-scientific, the doubtful philosophies, the cheaper fiction, the trivial travel books. Expensively illustrated children's books were given up and the budget for juvenile books suffered most severely. Proportionate allotment of the budget was, 56 $\frac{2}{3}$ per cent for non-fiction; 30 $\frac{1}{6}$ per cent for fiction and 13 $\frac{1}{6}$ per cent for juvenile books.

In the Serials Division, an expenditure of \$12,623.60 cared for periodicals and continuations. A duplicate list of serials has been built up for exchange with other libraries, and a new edition of Current Serials Titles compiled. Additional copies of the Serials Work Book were requested, making a total of 230 copies sold.

BUILDING MAINTENANCE

DEE W. MINIER, Superintendent of Building Maintenance

Effort made to secure needed improvements under the Federal Civil Works projects, involved detailed study and preparation of specifications and securing of bids for construction or enlargement of branch buildings, for additional stacks at Central Building, paving of sidewalks and painting of fourteen branch buildings. Due to the fact that the Federal funds must be expended in such a manner that 75 per cent is paid for labor and 25 per cent for materials, and due to the changing and uncertain conditions at C.W.A. and S.E.R.A. headquarters, the only project finally secured was the painting of the fourteen branch buildings begun on June 29th. This will effect a saving of \$3,500.00 for labor, the library furnishing materials.

Economies in janitor salaries were made through reduction of hours at Watts, Alessandro and Edendale Branches. The two weeks' leave without pay was cared for at Central Library by janitors working four weeks at half-time.

Changes made at Central Library include moving of the magazine section to seventh tier of the general stacks, involving alterations in the Lamson tube system and installation of a new book lift; the improvement of the doorway to the History Seminar room (opening outward and with wider platform); completion of a locked metal room to house 3,000 volumes for Order Department; and various detailed changes in doors, wiring or phone systems, carried out by the Building Department staff.

Improvements at various branch libraries were made in wall shelving and stacks. Care of lawns and shrubbery by branch janitors was stimulated by the annual award of the "garden trophy cup," which was won by Lincoln Heights Branch.

Budget for supplies, heat, gas, light, and water expense were reduced nearly \$10,000 over the previous year.

CATALOGUING

FRANCES R. FOOTE, Department Librarian

An ideal of reference service simplified through cataloguing and classification carried out with accuracy and vision, has been the aim of the members of the Catalogue Department. This ideal has been coupled with a realization of the close and vital connection between the anticipation and recording of important information in the Catalogue and its later use in public departments. Our effort has been to supply all possible information that will make books easily found, to furnish accurate and consistent author entries, logical subject headings and class numbers with the purpose of contributing toward better reference service.

Examination of branch catalogues has resulted in some improvements and has shown the need of greater and closer analysis continually carried on. At the Central Library the project has been begun of furnishing cross references where two or three departments may have books contributing to the same subject.

To promote effective service to departments and branches, reference tools and indexes in the Catalogue Room are being constantly revised and enlarged. A piece of work which has taken three years for completion is the "Authority File" an interfiling of our own official author cards, the Library of Congress proofs, occasional cards from other libraries, added entries, series entries, etc.

Additional responsibilities this year include the taking over of the Inventory process, when the Shelf Department was discontinued in February, and the resuming of the assigning of "Approval Books" received by the Order Department, to the department head who will consider for purchase.

Although 900 fewer new titles were received this year than the previous year, the proportion of English non-fiction increased and the additions averaged only two and one-half volumes or copies per title. The 97,618 volumes which were handled, required 252,219 new cards, which is a reduction of eleven per cent in a year's record. A check on the means of providing cards showed that 90,000 cards were typed (averaging 2.6 per title), 50,000 were secured from the Library of Congress (averaging 8 cards per title) and 116,000 (averaging 18 cards per title) were multigraphed in the Department.

Volumes in the library numbered 1,448,265 on June 30, 1934, with 4,786 books in process, fewer volumes being in process at the close of the year than at any other previous time. The withdrawals of worn books amounted to nearly 24,000 and books marked in inventory as lost, numbered over 25,000. The net gain in volumes was 38,343.

PHOTOGRAPHIC SERVICE

Photographic reproduction of material in the Library amounted to 2,552 photostats and 381 photographs for public orders. There were several large orders carried out, one comprising copies of Will Rogers' Sunday features since 1923, one requiring copying of 500 advertisements of a certain product, and a third, a research study of conditions of tire dealers as shown through advertisements of the past six years.

Reproductions for library purposes amounted to more than 2,000 pieces of work. Value of the work done exceeded the expenses of operator and supplies.

PUBLICITY AND LECTURE DIRECTION

FAITH HOLMES HYERS, Library Publicist

Editorial and publicity work was this year combined with care of the Lecture Room, the Seminar Club Room and the direction of Central Library exhibits, rounding out a busy but inspiring program.

Trend of library news veered from the oft-told story of "Depression Booms Library Use" to such topics as "Economy Budgets," "The Cost of Reading a Library Book," "New Books on Leisure Spending," "The N.R.A. Sends Readers to the Library," "The New Deal in Books, Magazines and Pamphlets," "Gifts of Books and Magazines."

Two hundred and seventy-four stories were published by the five Los Angeles papers and the Hollywood Citizen-News, in addition to space given almost daily to library lecture notices. Community newspapers were friendly in using occasional material sent from the Central News Office as well as in

accepting weekly copy from branch librarians. Articles were furnished the Library Journal, Wilson Bulletin, the American Library Association Bulletin and Gaylord's Triangle, and frequent copy was sent to such local publications as "Los Angeles Saturday Night," "Los Angeles Downtown Shopping News," "Pacific Bindery Talk," "California Parent-Teachers," "Los Angeles School Journal," "City Employee's Magazine," and several club bulletins.

Car card space was again solicited from the Pacific Railways Advertising Company and 1000 cards were given space for five months. Further car advertising was offered by the Los Angeles Railway at the end of the year, using posters, "Know Your Library," on the front of each street car for a fortnight, and designs from the Library sculptures on the car pass.

Editorial work of compiling and editing the printed report was completed in September. "The Forty-fifth Annual Report" received honorable mention at the discussion of "Convincing Annual Reports" held at the American Library Association conference in Montreal, and tied for third place in the number of points of excellence awarded to nineteen reports, submitted by public libraries.

Printing of lists was reduced to a minimum, with brief mimeographed lists substituted in some instances and multigraphed copy furnished if the operator's time permitted.

Twenty talks on library service or books were given before clubs by the library publicist and eighty-three assigned to, or reported by other librarians. Talks on library service followed up with a scheduled tour of the library proved popular.

Nineteen staff members assisted in the weekly radio period over KFI. The second year of radio work under the direction of this office was completed with a gathering of the staff speakers with the publicity director of KFI as guest. Papers on the library were written on request for other radio speakers; one of these being given by Mayor Shaw.

Fifty-two exhibits in the lobby cases were scheduled and arranged, with departments assisting. Twenty-five outside organizations or individuals contributed exhibit material.

Lecture programs, numbering 178 for the season, drew an attendance of 58,000. The routine of scheduling and advertising was carried on through this office, as well as supervision of the room.

Twenty-one groups or study clubs were assigned to the Seminar Room and there were many expressions of appreciation. In some instances these groups were visited by department librarians and invited to use the library collections.

Membership in the Publicity Committee of the American Library Association was continued and chairmanship of a Publicity Sub-committee accepted. Reports were given at the Montreal conference and participation was taken in the Publicity programs.

PURCHASING

BERNARD P. GRASSHOFF, Purchasing Agent

Savings over the estimated budget were made in spite of difficulties of unsettled conditions. At the beginning of the year, sharp rises in many items followed the Codes set by the National Recovery Act, but most of the quantity supplies of the Library were covered by contract prices. During the succeeding months, buyers' strikes and protests brought prices, in general, down to a fair level, and since March, 1934, the price-fixing clauses have been removed from Codes, allowing competitive bids. Helpful information on trends and tendencies in price levels was obtained from the Purchasing Agents' Association.

With a total budget of \$98,346.30, expenditures were made of \$81,900.86 and a saving shown of \$16,445.44 through careful reduction in almost every item. Many special types of supplies were discontinued and cheaper materials substituted.

When the multigraph operator assigned to the Purchasing Department resigned, she was not replaced. Three days a week service has been given by the Catalogue operators and 750 jobs averaging 1000 runs each, have been completed.

REGISTRATION AND RECEIVING

BLANCH L. UNTERKIRCHER, Department Librarian

During an average day in the Receiving and Registration Department in the past year, 7,875 books were received at this desk, 758 books were renewed by telephone or personal call and 412 applications for readers' cards were cared for (one-third of these received at this desk and two-thirds forwarded for completion by branches). The busiest day of the year occurred on September 5, following the Labor Day Holiday, when more than 13,000 books were circulated from the Central Library; the busiest month for registration of new card holders occurred in October, when more than 13,000 applications were received. The year's circulation of books which were returned to this desk totaled more than two and one-half million.

These records serve to measure the service over the desk; but a great amount of work is necessarily carried on behind-the-scenes, in the keeping of records of nearly 400,000 card holders, the changing of 118,000 addresses annually, the tabulating of daily circulation statistics, the handling of fines and the tracing of delinquent or lost books.

The new rule of requiring some means of identification before granting borrower's cards resulted in the detection of several forgeries of signatures and false addresses. In some cases lost cards were picked up, which were being used by others than their owners. Revision of the non-resident rule from a three-year charge of \$3.00 to an annual fee of \$2.00 has been accepted by nearly 450 borrowers.

The number of card holders in the entire library system now totals 387,467, a decrease of 6,747 over the figure of a year ago. Additions (126,266) amounted to less than the number of cards expired and withdrawn, for the first time in the history of the Library.

Circulation statistics indicate December and March as the busiest reading months and show a marked falling off in use of the library on Saturdays of the summer months, due to the prevalence of the five-day week in down-town offices and business houses.

SPECIAL INVESTIGATION

Work of the Special Investigators included the return of more than 3,000 overdue books, a total value of nearly \$7,000.00, and the collection of \$1,300.00 in fines and in amounts paid for lost books.

CIRCULATING AND REFERENCE DEPARTMENTS

Central Library

ADULT EDUCATION

MARY ALICE BOYD, Department Librarian

From the General Information Desk, as a listening post, the current and seasonal interests of the public may be rather accurately gauged. The one absorbing topic of the year was the National Recovery Act, its meaning and effects, its many phases. Next in frequency of demand came calls for the Alpha army tests, the sales tax, house plans and home loans, wine-making and wine-serving, use of leisure time, the youth movement, free lectures and free classes, and the books of Upton Sinclair, a candidate for governor of California.

A healthy tendency to follow up interests awakened by news stories and current happenings may be noted in the fact that President Roosevelt's "Looking Forward" inspired a lively demand for Edward Bellamy's "Looking Backward," a book written in 1888 but anticipating the social and economic problems of today; the publicity concerning an organization calling themselves "Utopians" sent readers to searching for all the books on "Utopia." The keen interest in historical characters inspired by radio serials or motion pictures, emptied the shelves of lives of Catherine of Russia, Henry VIII, Elizabeth, Christina, Richelieu and Charles II, while mention of a title by newspaper columnists brought hundreds of calls for that book.

Advisory work with group leaders increases each year. Among those asking for help were a Junior College teacher, a member of the Co-ordinating Council, an S.E.R.A. organizer, newspaper men in charge of oratorical contests, probation officers and welfare workers. The most comprehensive list made was 1,000 titles to be purchased by the Metropolitan Water District for work-camp libraries.

Individuals were given lists on a great variety of subjects, from the economics and history of mining, to books for a family to read aloud, and true adventure stories to divert the mind of a fifteen-year-old, interested only in thrillers. A total of 847 typed lists was given out.

The more formal courses "Reading with a Purpose" attracted 1,384 readers, four hundred of whom completed the reading during the year. Nearly nine thousand of the books listed on these courses were borrowed.

Work with Young People was carried on by Miss Emily Kemp, both through assistance to leaders of groups and parents, and through help given boys and girls who applied at the desk for direction in reading. Paramount interests of the young people were the N.R.A., biographies of Roosevelt, disarmament, the harmful effect of alcohol, aviation, archaeology, and life stories of men who had achieved distinction in science or statesmanship.

The public continued to be appreciative of our files or citations on recent non-fiction reviews, our lists of subjects taught in adult high school and university extension classes, our list of books on order, our notes on selected books and list of books reviewed locally over the radio.

A very successful lecture course was directed by Mrs. Lucy Wilcox Adams, Supervisor of Workers' Education, consisting of five programs concluding with a panel discussion on "Can Adult Education Change Social Patterns?"

ART AND MUSIC

GLADYS E. CALDWELL, Department Librarian

Accompanying a gain in circulation which brought the fine arts from fourth to second place in non-fiction use, there was a corresponding increase in reference demand which kept a willing and resourceful staff on its toes. Every extra "tool" in the way of special indexes, lists, bibliographies and short-cuts made in past years when there were more hours in a working week, was called into use.

Interests of the public ranged from the practical to the aesthetic. They asked for help in identification of family china, portraits, coins or rugs, for methods of raising and shipping flowers, of sailing yachts, of playing instruments or lecturing on the arts.

While one assistant advertised the new music for wind instruments and other music collections, with displays and mimeographed lists, another searched out treasures in art reference material for display in the glass case, linking these with current exhibits or lectures. Interest in the exhibition of the Los Angeles Art Association held in the library was reflected in calls for books on etching, prints, painting and drawing.

A survey of the library's print collection, built up by Mr. Perry during the years 1928-33 was made by the department librarian. The collection comprises 438 original etchings, wood-cuts, lithographs and drawings. The greater part of it is the work of contemporary American etchers and 186 are by artists living in California. Contemporary English etchers are represented by twenty-five prints. The most valuable items, numbering forty-one, range from Durer and Rembrandt, through Goya and Blake, to Zorn, Haden, Legros and Arthur B. Davies. Analysis was made by groups: prints of artists whose work is identified with California, other American prints, English prints, collectors' items, prints of historical interest, and mediums used, with a final list of "desiderata."

Thirteen public lectures on "Contemporary Expression in the Arts" were sponsored, the introductory talk by Professor George J. Cox, chairman of the Art Department of the University of California at Los Angeles, and others by prominent leaders in art and music activities of the city. The course was related to the Department with a preliminary lecture on "Books as a Background for the Study of Art" given by the department librarian.

An outstanding gift in music was made this year for the third time in the history of the Music Department. By the will of the patron of the Philharmonic Orchestra, William A. Clark, Jr., the collection of conductors' scores for orchestra, numbering 500 to 600, was left to the library. Other gifts of music mentioned in the Library Board's summary of gifts were doubly welcome as music is wearing out faster than funds can provide replacements.

Picture collection, numbering 31,412 items, registered a circulation of more than 200,000 in spite of the fact that the picture room was closed for one month during the vacation period. Book circulation gained five per cent and music borrowed gained ten per cent.

FICTION

RHODA W. MARSHALL, Department Librarian

To direct the public to a better quality rather than a greater quantity of fiction, and to give efficient service with a very small staff, was the problem of the Fiction Department this year.

Displays were made of older and recent better books, grouping types of novels through attractive subjects; attention was called to prize books and Book Club selections and as much personal assistance as possible was given. Lack of printed lists and more professional time proved a severe handicap.

Subject lists of fiction which have been built up for years and now number more than five hundred, were kept up to date by addition of new titles as purchased. These lists have become so complete and so much in demand that the Fiction Catalogue has substituted for subject cards, references to lists at the Information Desk. One of the popular lists is "Roman a Clef" including the many biographical novels now in vogue, and arranged by name of the biographee. Full analysis of short story collections, both new and old, continues to be a necessity.

An aid to quick service recently installed is a plan which increases the use of the 40,000 books (half the fiction collection) which is shelved in the closed stacks. The book checks for these volumes are filed in drawers back of the Information Desk and shelf labels are placed around the room "Ask at the Desk for books not on the Shelves." When readers inquire at the Desk the librarian consults the book check file and if the book is in telephones for it to the page in the stacks.

The fiction book budget, reduced by fifty per cent, left only \$2,250.00 for additions to the collection. This was supplemented by "Pay Duplicate" funds and it was found feasible to purchase a carefully selected list of older popular titles as well as new fiction in duplicate pay copies. Outstanding among these older best circulators are "Of Human Bondage" by Somerset Maugham and "Looking Backward" by Edward Bellamy. Three hundred and seventy-two new titles were purchased, and additions amounted to 4,474 volumes, making a total of 80,036 volumes in the Fiction collection.

Though circulation dropped 15 per cent over the previous year, the book turnover is still high, with 921,990 books borrowed from this room, thirty-four per cent of the Central Library circulation.

It is suggested that for the coming year, this large clientele of fiction readers be "exposed" to good non-fiction by a popular library collection of the readable books in all classes, placed in the Fiction Room. Such a popular library has proved successful in the Cleveland Public Library.

The department librarian accepted the chairmanship of the Previewing Committee of the American Library Association, having acted as a member of the committee for several years.

FOREIGN BOOKS

MARGARET HICKMAN, Department Librarian

A definite turn toward a greater cultural use of foreign languages and literatures, and more demand for practical books on finance, beauty culture, chemistry and furniture making in German, French or Spanish, indicate changing conditions in work with foreign books, and need of fuller collections to meet the demand.

Steady increase in reference requests is noted. An attorney asked for a translation of a French letter from a lawyer in Africa; the Los Angeles Police Department asked aid in deciphering and translating letters in foreign languages for records in the "Missing Persons Detail"; German Patents and German baptismal records were brought in for translation. There was a request from the

District Manager of the Western Union Telegraph Company for Christmas greetings in several languages. From the motion picture studios, innumerable calls are received for such data as descriptions of Russian wedding ceremonies, the vocabulary of French courtship in the Middle Ages, the correct signs over shops and inns in various countries, and for other details of foreign customs.

Circulation drop of eleven per cent for the entire system in foreign book use is explained by the cumulative effect of the 61 per cent drop in book funds since 1929 for purchase of foreign books, and an additional cut in binding budget which delays use of many books bought in paper covers formerly bound as soon as purchased. Spanish continued to be the language most used, followed by German, French, Russian and Italian.

Foreign language lectures were given for the eighth season in Spanish, French, German and Italian, drawing an attendance of approximately 3,500. The Italian lectures were sponsored by the Dante Alighieri Society of Los Angeles, and the French, German and Spanish by the professors of these departments at the University of California at Los Angeles, Dr. Henry R. Brush, Dr. Rolf Hoffmann and Dr. Cesar Barja.

Staff members were represented in membership or attendance at meetings of Alliance Française, Dante Alighieri Society, Czecho-Slovak American Women's Club, Historical Society of Southern California, Special Libraries Association and International Institute at the University of Southern California.

An outstanding gift of the year was a collection of one hundred attractive printed Japanese books secured through the interest of Mr. O. N. Yamamoto, a Japanese resident of Los Angeles from Mr. Segei Noma and four other donors in Tokio.

The department librarian served as chairman of the Committee on Work with Foreign Born, of the American Library Association, attended the annual meeting at Chicago in October and planned the round table program for the Montreal conference in June.

HISTORY, TRAVEL AND BIOGRAPHY

SUSANA C. OTT, Department Librarian

Interest in history, past and present, and the makers of history has been greater than ever before, according to inquiries brought to the Library. Readers are asking for books about the Russian Revolution, the Mexican Revolution, the World War, the Versailles Treaty, the Congress of Vienna, the industrial revolution. They are asking for lives of Stalin, Hitler, Mussolini, Dollfus, Roosevelt and many American statesmen, as well as books describing the American scene of the '80's, '90's, and later decades.

Interest in California history is perennial, both with the general reader and with the students and professional historians. Among the unusual items added this year are several typewritten manuscripts, a number of photostat copies of letters of historical value, copies of early maps and a photostat of a rare prayer for earthquakes carried by Ortega on the Portolá Expedition of 1769.

The Map collection is also a source of reference aid of many kinds, from helping people to locate mines or homesteads, or ascertaining for them climatic and soil conditions of certain properties, to assistance given statisticians, and students of history or geology. Additions to the map collection include sixty maps and charts of the Hydrographic Office for the South Sea Islands and the Pacific Ocean, gifts solicited from Map Companies and the Auto Club, and

a full set of topographic maps from the Canadian government. The map collection numbers more than 7,000, including topographic, coast and geodetic, mining, geologic, hydrographic, air, military, historic, economic, forest, city, and assembly district maps.

Study of genealogy, family history, heraldry and state histories continues active and under the reduced schedule of hours, reference demands have been so exacting that indexing of the new books formerly carried on, has not been possible.

Aids to rapid desk service which have been devised are, first, the completion of the analysis of books of collective biography (cards filling thirteen catalogue drawers) and the listing of these names with call numbers on a file at the desk; second, the cataloging of pictures and indexing of photographs in California books; and third, the shifting of the general collection of bound magazines to the seventh tier, accessible to three departments (History, Literature and Sociology) with the installation of telephone, call tubes and lifts and the scheduling of page time, making the securing of bound magazines a much simpler and more efficient service.

The lack of binding funds led to an attempt to clean up the books on the shelves. With cleaning solvent to remove dirt, crayons to touch up whitened spots, a wax finish for covers, and shellac for the back with new lettering when necessary, several thousand books have been rejuvenated.

Nineteen lectures were sponsored, professors of history, and speakers sent by the Pacific Geographic Society contributing their services, and drawing overflow audiences. Staff members gave eight book talks before clubs and other groups.

Slight gain in history circulation is recorded, but losses in travel and biography, in contrast to the remarkable biography gains of the past four years.

LITERATURE AND PHILOLOGY

KATHARINE K. GARBUTT, Department Librarian

For purposes of comparing circulation and reference work, and of discovering the busiest days and hours at the desks, a check on reference questions brought to this Department was kept during the month of October, 1933. It was found that an average of 591 questions over the desks and 50 telephone calls were cared for in a twelve-hour day, or more than 15,000 in the course of a month. Information which could be readily answered was differentiated from reference questions which involved direction to and selection of books, and from "heavy reference" questions requiring search of ten to thirty minutes. In the 591 questions asked in a day, more than half required the providing of one or more books, about one-fourth consisted of information which could be readily given, a miscellaneous fourth varied from quotations, poems, plays, to points of grammar, or good usage of English, and there was an average of one research problem an hour.

With a year's decrease in circulation figures, amounting to 5.8 per cent (the inevitable result of a 40 per cent reduction in book funds), no corresponding decline in reference work was recorded but rather the reverse, as depletion of the book supply tended to make greater search necessary in answering reference questions or supplying needed material.

Further indexing and analyzing of essays, biographies, poetry and plays were continued and progress was made on the cataloguing of the unique collection known as the French-Lacy plays much used by studios, theatres and students of the American stage.

Among the invaluable reference texts added were the 1933 supplement to the Oxford Dictionary and the cumulative volume of the Essay and General Literature Index.

Improvements in arrangements of reference tools consisted of more shelf room back of the desk for the books which are used as first aids in telephone and desk questions, the gathering together of foreign dictionaries and the concentration of bound magazine files mentioned in the report of the History Department. Breaking up of the Library School collection was a longed-for accomplishment, as the books belonging in various departments will be more readily accessible, and the mezzanine space will be devoted to books on library science and continuations and reports of libraries.

Better taste in public reading was reflected in the popularity of such titles as Winwar's "Poor Splendid Wings," Leacock's "Dickens," Wharton's "Backward Gance," Nichols' "Thatched Roof" and Woolcott's "While Rome Burns." Revival of interest in stage plays was noted.

Opportunity of displaying some of our beautiful editions and our few rare volumes was given with the accession of a glass exhibit case, and several exhibits of fine printing were made in the first floor cases. Excellent bulletin board publicity was carried on by a talented staff member, and book talks were given on request for clubs and radio.

Three lecture courses and several individual lectures were sponsored, a course on a Shakespeare play by Eric Mayne, a book reviewing series by Virginia Cole Pritchard and a short study of the history of the theatre by Katherine Merrill, drawing attentive audiences.

MUNICIPAL REFERENCE LIBRARY

JOSEPHINE B. HOLLINGSWORTH, Department Librarian

The year's work reflects a restless search for information and statistics on new projects in contemplation, with much demand for technical standards, governmental statistics and documentary reports. Satisfaction was found in the discovery that our files of reports and statistics built up since establishment of the Municipal Reference Library in 1928 usually proved equal to these emergency calls.

1933 legislation bequeathed to the new city administration, numerous laws calling for readjustment of financial and technical routine, and the disasters following the earthquake and flood of the previous spring placed unusual demands upon many city departments.

One of the outstanding events of the year was the placing by the Library, in the Mayor's office, of a selected collection of books on public administration, consisting of about 200 volumes on municipal administration, statistical annuals, collected documents of city and county, and general reference texts such as encyclopedias, and the various types of Who's Who.

Among those who used the resources of the Municipal Reference Library in addition to city and county officials and employees, were R.F.C. and P.W.A. employees, a representative of the Federal Labor Department making a study of unemployment in Los Angeles, engineers of the Metropolitan Water District and representatives of several California State Offices.

An encouraging sign of the times was the study of government, taxation and city finance made by many city employees realizing a need for an intelligent grasp of administrative problems. Classes on Public Administration held in the City Hall under the direction of the University of Southern California, were

well attended. Studies of the pension system were made by the Fire and Police Protective League; members of the Police Department made studies of psychology and social service and the reading courses for firemen were in demand.

The Power and Light Library located in the Water and Power Department, gained rapidly in favor with the members of that city department, in its second year as a branch of the Municipal Reference Library. Much research was required for data on the three major developments, the building of the Boulder Dam transmission line, the construction of Bouquet Canyon Reservoir and renewed activity in the Mono Basin.

A second venture in serving a city department outside of the City Hall is to be launched shortly after the beginning of the new fiscal year by the establishment of a branch in the Health Department. With a pooling of resources in public health and sanitation, belonging to the Health Department and to the Municipal Reference Department and the taking over of the quarters adjacent to the Health offices, a joint library will be established in charge of an attendant from the Municipal Reference staff.

In spite of reduction in staff, hours and budget, use of the Library has increased, shown through a gain in circulation and in number of borrowers. Effort to secure all possible free material in pamphlets, reports, etc., and an exchange maintained with other cities and libraries, aided in equalizing the number of items added under a decreased budget.

Total circulation of books and periodicals in the two Municipal Reference Libraries amounted to 54,745, an increase of 36 per cent, partly due to the incorporation of statistics from the Power and Light Library for the first full year. The book collection for the whole Department now numbers 40,820.

PERIODICALS AND NEWSPAPERS

BLANCHE E. McKOWN, Department Librarian

Magazines used for home reading show the remarkable gain of 120 per cent since 1926 when the collection was installed in this building. This year's record reveals a gain of nearly five per cent in spite of the sharply reduced budgets and necessary reduction in subscription lists. It is noteworthy that thirty-six free subscriptions are furnished by publishers, and that gifts from friendly readers amounted to several hundred magazines. Total magazine titles in the room number 308 and circulation of magazines exceeds 144,000.

Attention was called to outstanding magazine articles of current interest and to prominent authors writing for the magazines through posters and bulletin board displays. Fiction serials were provided in the consecutive issues of magazines and an index of popular magazines (not listed in the usual printed indexes) was kept at the desk. Further direction in magazine use was provided in the subject list of "Magazines for Home Reading."

Both magazine and newspaper rooms were constantly filled with appreciative readers and Sunday afternoon and evening attendance was always excellent.

Reference use of bound newspapers required the securing of 16,000 volumes from the stacks, and hundreds of volumes were sent to the photostat room for patrons who desired copies of pages or sections. Questions brought to the desk

involved searches through many files of newspapers assisted by the "tools," the New York Times Index; the London Times Index and the "Daily Contents" summary of the Los Angeles Times. Many human interest stories came to light in these searches.

The task of compiling a list of newspapers on file in libraries and business houses in Southern California has been undertaken at the request of the State Librarian for inclusion in a "Union List of Newspapers" to be issued by the Bibliographical Society of America. A copy of this list will be kept for inclusion in a Union List of Serials of Southern California.

PHILOSOPHY AND RELIGION

LOUISE E. JONES, Department Librarian

Circulation, for the first time in the history of the department showed a decrease in the classes of philosophy and psychology but a gain in the field of religion, making a net loss of one per cent in departmental circulation. This is due, largely, to the lack of replacement of many titles, and the rate at which books are wearing out.

Popular titles of the year included Browne's "How Odd of God," Jung's "Modern Man in Search of a Soul," Jones' "Christ in Human Suffering," two versions of the four gospels, by Lamsa and Torrey; and several books on the psychology of leisure well spent; Pitkin's "Life Begins at Forty," and "More Power to You," Overstreets' "Guide to Civilized Loafing," Hambidge's "Time to Live" and Powys' "Philosophy of Solitude."

There was no lessening in attendance or in use of the room, and reference work continued as usual. Among the desk "aids" devised to give prompt service to inquirers are a number of lists and indexes compiled in the department in answer to repeated demands for information. These include such helps as a Sermon Index, arranged by text, an index of Bible courses, also arranged by text, a hymn index, with hymns listed by author, title, and first line, a "Superstition Index," a "Mythology Index" listed by subject represented by god or goddess, an "Etiquette Index" with books on etiquette arranged by century or period, an "Ethics Guide" with readings on patience, loyalty, courage, etc. These aids are kept up to date by analyzing new books as they are purchased. A directory of churches in Los Angeles, a list of books written by Catholic authors, a list of books ordered within the last six months and citations of reviews of recent books in Philosophy and Religion also prove useful.

The lecture course this year, directed, as usual by Dr. John E. Boodin, Professor of Philosophy in the University of California at Los Angeles, included a number of distinguished speakers who had not appeared before on this series. The subject "Political and Social Ideals of the Philosopher" encouraged the reading of books in the Sociology Department, rather than in philosophy. Dr. Ernest Carroll Moore, Provost of the University of California at Los Angeles, again generously consented to give the final lecture of the series which was on "Democracy" and drew an overflow audience. The series planned for the coming year is on the theme of "Philosophy as a Way of Life."

SCIENCE AND INDUSTRY

ANNE F. LEIDENDEKER, Department Librarian

A seven-year period of consistent development has been completed in June, 1934. In these years the average monthly circulation of books has increased from something over 9,000 in 1928 to nearly 18,000 in 1934. Book budget for Science and Industry, reaching a "high" of \$12,600 in 1931, has dropped to a new "low" of approximately \$5,000 in 1933, with further cuts in sight.

If a record of reference work could be accurately gauged, it is certain that it would show an increase corresponding to that of circulation, or greater. From the nature of the practical and professional demands made upon our collections the necessity is evident of maintaining a central storehouse of scientific and technical data and of keeping records of technical advancement intact. Therefore it has frequently been necessary to sacrifice the "best sellers," the duplicate copies of circulating books, which would be purchased in normal times. Every valuable new publication is acquired for reference at least, and duplicated for circulation if funds permit. A net gain of but 1,641 volumes was made this year with the decreased funds for book stock and binding, and 75 per cent of titles were reference.

Subjects in demand revealing the practical trend of information are geology, mining, new business books, food, education in the trades, health, advertising, accounting, synthetic formulas for manufacturers in textiles, and chemists, and small-unit farm management.

An illustration of the dependence on the library by various groups for practical information is given by the decision of the Los Angeles chapter of the California Association of Certified Public Accountants, to place its collection in the public library to be merged with the library collection on accountancy and to be added to annually by the Certified Accountants. It has been given a special location adjacent the Prentice Hall services in tax and financial subjects, and appreciative use has been made of it.

Reference aids, worked out by the department to supplement published indexes and lists, consist of the "Index to Mines of California," analyzing State Mineralogists' Reports, "Accountancy Index," analyzing books on accounting; "Oil Index," analyzing state publications on oil; a "Periodicals Subject Index" (listing by subject more than 600 periodicals on file); an index to our collection of Trade Catalogues and a General Information index for questions frequently asked.

Friendly relations with outside organizations were maintained and every opportunity was used to acquaint various groups with library resources and facilities. Among the groups which requested talks on services of this department were: The Business Men's Club, the Rotary Club, the Men's Advertising Club, the Women Lawyers and the Domestic Trades Committee of the Chamber of Commerce.

SOCIOLOGY

FAITH E. SMITH, Department Librarian

Paramount in the interests voiced in this Department are theories and plans for recovery, study of the "New Deal," its causes and effects, and inquiry into the economies of the past which brought about present conditions; for as Charles Beard writes in "The Future Comes," "The New Deal grows inexorably out of the Old Deal; it is a phase of larger history which embraces all times and occurrences."

Debates on current economic problems, study courses of formal and informal groups and requests of the casual reader, alike make demands on our resources, from new books to current magazines and newspaper clippings, and even our files of Congressional Records have become popular.

To supplement the decreasing book-buying power, endeavor has been made to secure fullest use of all pamphlet, document and serial material through indexes and bibliographies. A subject list of serials and reports such as those of oil companies, railroads, state welfare organizations and government publications is being compiled to file with the subject list of magazines. Our pamphlet files, including individual government publications, federal and California laws, N.R.A. codes, League of Nations publications, debates and bibliographies are extensively used. Outlines of recent economic problems such as Gold Standard, Cooperatives and Depression Causes have appeared in pamphlet form and are in much demand.

"Best Sellers" are no longer a novelty in the fields of economics and social study, but a budget which has dropped 66 per cent since 1931 offers too few duplicate copies of any one title to satisfy the demand. New books are placed on a display shelf for examination for one week and reserve requests taken for these titles. Twenty-two titles have been purchased as duplicate pay copies to help meet the requests.

Another series of lecture courses on timely economic problems was sponsored by the Department, with the assistance of the Pacific Southwest Academy, drawing an attendance of 3000 at the eight lectures. Members of the Los Angeles Bar Association again planned and delivered a series on "A Living Constitution for a New Era," which was scholarly and informing and drew attentive audiences. Lecturers of these two series were drawn from University professors and distinguished judges and lawyers who generously gave their services.

Contacts were made with such local groups as Municipal League, Council of International Relations, Southwest Academy of Crime, Labor Groups, Workers' Education of the Division of the State Board of Education and the California Economic Research Council. Book notes were sent to "Southern California Banker" and "Los Angeles Citizen" and lists of books were prepared on requests of patrons.

Analysis of book budget, book circulation and personnel, in a seven-year period, shows the following: an average monthly circulation rising from 4800 to 10,000; a book budget dropping from a high of \$6000 in 1931 to a low of \$2160 in 1933; and a staff which has remained unchanged in numbers. Circulation decrease for the year 1933-34 amounts to 5454 or 4 per cent, while loss in book budget was 40 per cent.

TEACHERS' AND CHILDREN'S ROOMS

ROSEMARY E. LIVSEY, Department Librarian

Trend toward searching analysis of educational methods and aims is evident in the leading books of the year in the field of the educators, and in such surveys as "Motion Pictures and Youth" published by the Payne Foundation, "National Survey of Secondary Education" published by the United States Office of Education and the "Century Childhood Library," based on the findings of the White House Conference.

Reference use of the Teachers' Room increases each year as larger groups of graduate students are attracted to the local universities. Tools much used are bibliographies on educational research from the United States Office of Educa-

tion, the Personnel Index, the catalogue of Units of Work, the Education Index, published by H. W. Wilson (which gives credit to this Department of the Los Angeles Public Library for assistance in compilation), and an index to current pamphlet material maintained in the room. School personnel information is furnished through a file of school directories from all parts of the United States, supplemented by the *Minerva Jahrbuch* and the *Index Generalis*.

Cooperation with downtown university classes in supplying collateral reading was made by sending lists of available books to instructors and asking them to check titles which would be most used and to suggest additions to the list.

Conferences on parent-education were carried on by Dr. Gertrude Laws, State Director of Parent Education in two morning series each of five meetings. Two evening lectures on "Our Challenging Childhood" were given by Milton Katsky, psychologist.

Circulation shows a slight increase of 2,840 books borrowed, raising the total of the year's circulation to 65,755.

The "Model Library" with its collection of reference copies of selected children's books and editions, continues to attract teachers, librarians, and parents, interested in finding direction for purchases; artists, illustrators and writers interested in discovering what children like; and people reminiscent of childhood favorites who ask, "Do children still read" . . . mentioning one favorite after another: Palmer Cox's merry Brownies that appeared in the early pages of *St. Nicholas*; Louisa Alcott's "Little Women," Henty's historical novels for boys, or the early McGuffey readers full of remembered quotations. This year "Little Women" and "Alice in Wonderland" shared the glamour of being filmed. "Little Women" has taken along on its trail of popularity an interest in the distinguished biography of Miss Alcott, "Invincible Louisa" by Cornelia Meigs, which was awarded the 1933 Newbery Medal.

Fourteen downtown schools are served by the Central Library Children's Room, and conferences with teachers and principals regarding individual or group problems are frequent. The varied subjects taught in the modern schools are reflected in the interests of the children who borrowed more factual than recreational books. A total of 229,000 books was borrowed which implies 76,000 visits by children to the Central Library. Last summer's votes for favorite books revealed excellent judgment in book selection on the part of many young readers and gave several established favorites first place. "The Jungle Book," "Treasure Island," "King Arthur," and "Paul Revere," "Beautiful Joe" and "Pinocchio" received the most votes.

In addition to the case exhibits in the Children's Room, lobby exhibits were arranged, "What Makes a Child's Book Live," based on standards set by Anne Carroll Moore; "Growing Up with Books," suggesting titles for various ages, and "Young Fu" and other Newbery medal books.

Opportunities were accepted of conferring with parent groups, of giving talks on children's reading for various clubs or groups, and of conducting a section meeting at the conference held by the Institute of Family Relations. The privilege of attending the annual conferences of the California Library Association in Pasadena and the American Library Association in Montreal, with the stimulation of contacts made with those in children's work was greatly appreciated. The department librarian served on the Professional Training Committee, Section for Work with Children, of the American Library Association.

BRANCHES AND STATIONS

BETSEY FOYE VEAZEY, Department Librarian

As we consider in retrospect the work of our branch system for the year, there is one central fact that must be kept uppermost, as it so vitally affects our accomplishment or lack of accomplishment, namely, that this is the third year of operation under a retrenchment policy, and the year of most drastic economies. Furthermore, not until this year have we felt the full, cumulated force of all three years' economies, like a huge wave sweeping over us. The heavy toll of economies exacted from Branches is the result of the decision to preserve the educational and reference side of our work and to make curtailments on the recreational side.

Direct causes of circulation and registration losses have been mentioned in the Report of the Library Board. These have necessarily affected branch libraries in greater degree than the Central Library; the elimination of morning service in sixteen of the larger branches and reduction of hours in smaller branches exacted a considerable toll in branch library patronage; strict limitation of cards to resident borrowers unless a registration fee was paid, resulted in decreased registration in all branches near the County borders; curtailment of the number of automobile deliveries of supplies, books, and completed registration cards slowed up service; book budgets allocated to branches dropped from \$155,000 in 1929 to \$54,000 in 1933 which means a cumulative decrease in book supply.

Steady gain in branch book circulation was maintained until the beginning of 1933 when the majority of branches began to reflect the dearth of book supply. The loss totaled three per cent in the branches system for 1933-34. but the proportion of branches to total library circulation remains 78 per cent with 10,280,155 books borrowed this year.

In spite of the difficulties of shortened hours and a reduced staff a survey of reference work and turnover of books is an excellent commentary on the industry and initiative of the staff. A record of the number of books charged per person per hour shows an average of 19.21 with some branches exceeding this number. Branch collections at the end of the year numbered 858,555 and the book turnover averaged twelve.

It is a matter of pride that we have been able, under these handicaps, to continue service from all forty-eight branches. Cooperation between Branches, Stations and Inter-library Loans has been worked out to conserve collections and reduce deliveries as far as possible. Stations Department serves two outlying branches with new books and magazines. Six small branches are provided with new books through a revolving collection known as "Small Open Shelf." Work with Children's Department gives half time of the first assistant and clerical library aid to children's work in Stations, and children's librarians visit some of the schools served by Stations. Through the Inter-library Loan, 63,779 requests were filled, coming from the branches at the rate of 105 per day.

Stations suffered most heavily in reductions, twelve being closed and book budget cut to less than half of that of the previous year. Splendid cooperation from community members was made when decision became necessary to close stations where costs of rental and custodianship proved too great a burden. Several landlords offered free space or reduced rent, some communities con-

tributed funds to help pay the rent and free custodian service was offered in a number of instances. Stations circulated 606,936 books and made 911 shipments from headquarters. Of the present sixty-one stations, 36 serve communities, 17 are in fire stations, six in institutions and two in Playground and Recreation camps.

Visits of the Headquarters staff to branches and stations numbered 727. Branch librarians attended book-order meetings twice monthly and committee meetings and conferences were held on these days.

As inspiration and a spirit of cooperation is gained by branch librarians and children's librarians through attendance at Central Library conferences for book ordering, it is recommended that regional conferences for assistants to branch librarians and for clerical library aids be regularly arranged, to study their particular problems and to develop a sense of professional and staff cooperation.

BRANCHES DEPARTMENT

WORK WITH CHILDREN

GLADYS ENGLISH, Department Librarian

With but 13 per cent of the book budget allocated to children's books this year, and a circulation of 3,042,138 books amounting to 23.7 per cent of the total library circulation, the problem of maintaining adequate collections is obvious. The greatest care has been exercised in the selection of new titles for purchase and the additions included 82 fiction, 111 non-fiction, 22 new editions and 61 easy books, a total of 276. Evaluation of books of the past year is made through "Purchase List Committees" including all children's librarians in study of special types of books. This work is done to encourage the better knowledge of books in the collections and to build up a list of permanent and proven titles.

The juvenile books in the Library now number 293,388, of which 232,955 are in branches. The average "turn-over" of children's books in branch libraries is more than ten and one-half. Circulation for the year of 2,680,272 shows a loss of 2.37 per cent. Juvenile percentage of total circulation varies in branches from 50 per cent at Malabar to 13 per cent at Hollywood.

Juvenile registration shows a loss for the past three years: 1 per cent in 1931-32, 7/10 per cent in 1932-33, and 8 per cent this year. Cancellations of cards for children of non-residents, the disturbed condition of the schools after the earthquake damage, the infantile paralysis epidemic in the spring and the fear of incurring fines are probable causes of the drop in new cardholders.

Experiment was made in purchase of ten-cent paper books, re-inforced by the Bindery Department, to supplement the slim collection of easy-reading books, but it is the feeling of the children's librarians that to spoil the taste for good books through these cheap substitutes is a mistake and that the standards of library selection should be maintained. "Easy Books" designed for reading aids were made more useful by a grading system, one, two and three lines being stenciled on the books to indicate the corresponding school grade.

Summer reading plans of children's librarians proved so successful that they were edited and typed by a CWA worker and placed in a pamphlet binder for future use. The Wilson Bulletin carried a story describing these plans written by Mary Fraitess, children's librarian.

Community work has been carried on through schools, Parent-Teacher Associations and by membership in the community meetings of the Juvenile Research Council and Co-ordinating Councils, made up of representatives of those dealing with character building programs. Visits to schools numbered 2,670 and class visits to the libraries, 2,214. Next to school service the work with Parent-Teacher Associations is on a firmer basis than any other field work of the children's librarians. They gave 71 talks to these groups and report attendance at many of their meetings.

Conferences and book-order meetings for children's librarians held once a month attract librarians from neighboring communities and book-order lists are sent on request to children's librarians at Palo Alto, Sacramento and San Diego.

The annual celebration of "Book Week" was carried out with exhibits, story hours, radio talks and the "Book Fair" held in the Central Library in which Los Angeles book stores assisted the library in exhibits. Through the courtesy of J. W. Robinson Company, a puppet cast of "The Three Little Pigs," played to a delighted audience. Authors, illustrators and adults interested in children's reading attended the "Fair."

The department librarian acted as chairman of a committee in compiling a list of Readers and Primers for publication by the American Library Association, which was ready for distribution at the Chicago conference in October. As chairman of the newly established Section for Work with Boys and Girls of the California Library Association, Miss English planned the program for the May conference at Pasadena, and held four meetings of the supervisors of children's work. Membership was held, also in the Committee on the Relations of Public and School Libraries of the Sixth District of the California Library Association.

LIBRARY STAFF ADMINISTRATION

EVERETT R. PERRY, City Librarian (Until October 31, 1933)
 ALTHEA WARREN, City Librarian (November 7, 1933, to Date)

CENTRAL LIBRARY, 530 SOUTH HOPE STREET

Hours: 9 A.M. to 9 P.M. week days.

Limited reading room service Sundays, 1 to 9 P.M.

Accounting Department: D. L. Gardner
 Adult Education Department: Mary A. Boyd
 Art and Music Department: Gladys E. Caldwell
 Book Binding Department: Bessie H. Carrick
 Book Order Department: Albert C. Read
 Branches Department: Betsey Foye Veazey
 Branches: Stations, Annabel Learned
 Branches: Work with Children, Gladys English
 Building Department: Dee W. Minier
 Catalogue Department: Frances R. Foote
 Fiction Department: Rhoda Williams Marshall
 Foreign Department: Margaret Hickman
 History Department: Susana C. Ott
 Library Publicist: Faith Holmes Hyers
 Literature and Philology Department: Katharine Kendig Garbutt
 Municipal Reference Department: Josephine B. Hollingsworth, City Hall, 300
 Periodical Department: Blanche E. McKown
 Philosophy and Religion Department: Louise E. Jones
 Purchasing Department: Bernard P. Grasshoff
 Registration and Receiving Department: Blanch L. Unterkircher
 Science and Industry Department: Anne F. Leidendeker
 *Shelf Department: Hubert B. Frazier
 Sociology Department: Faith E. Smith
 Teachers' and Children's Department: Rosemary E. Livsey

* Shelf Department discontinued February 15, 1934.
 Mr. Frazier became Lincoln Heights Branch Librarian.

BRANCH LIBRARIES

All Branches closed on Sunday, and on Saturday at 1:00 P.M.

First Group Branches open Monday to Friday, inclusive, 9:00 A.M. to 9:00 P.M., Saturday 9:00 A.M. to 1:00 P.M.

Branch	Address	In Charge
Arroyo Seco	6145 N. Figueroa St.	Dorothy A. Pinneo
Benjamin Franklin	2200 E. First St.	Laura B. Scheufler
Hollywood	6357 Hollywood Blvd.	Alice M. Scheck
San Pedro	931 S. Gaffey St.	Hortense Mitchell
Vermont Square	1201 W. Forty-eighth St.	Helen L. Spotts

Second Group Branches open Monday to Friday, inclusive, 1:00 P.M. to 9:00 P.M., Saturday 9:00 A.M. to 1:00 P.M.

Branch	Address	In Charge
Angeles Mesa	2700 W. Fifty-second St.	Frances Woodworth
Ascot	6423 S. Broadway	Minnie F. Miller
Bret Harte	508 E. Twenty-third St.	B. Lucille Holliday
Cahuenga	4591 Santa Monica Blvd.	*Dorothy E. Newton
Eagle Rock	2225 Colorado Blvd.	Blanche A. Gardiner
Echo Park	520 Glendale Blvd.	Nell Steinmetz
El Sereno	5022 Huntington Drive	Eleanor E. Smart
Felipe de Neve	2820 W. Sixth St.	Jessie I. Cavanaugh
Figueroa	501 W. Eightieth St.	Clara E. Dippel
Henry Adams	3534 Larga Ave.	Miriam Cassidy Myers
Henry David Thoreau	3976 S. Hobart Blvd.	Genevieve Cox
Hyde Park	6527 Crenshaw Blvd.	Ada N. Whiting
Jefferson	2211 W. Jefferson Blvd.	Bess Markson
John C. Fremont	6121 Melrose Ave.	Anne Lenora Peake
John Muir	1005 W. Sixty-fourth St.	Helen Connell
Junipero Serra	4255 S. Olive St.	Gladys M. Crowe
La Cienega	2619 S. La Brea Ave.	Gertrude Bergman
Lincoln Heights	2530 N. Workman St.	**Arnoldine J. Saul
Los Feliz	1711 N. Vermont Ave.	Hubert B. Frazier
Malabar	2801 Wabash Ave.	Alice Jane MacDonald
Mark Twain	11111 S. Main St.	Louise Parks Banes
Memorial	4625 Olympic Blvd.	Eleanora O. Crowder
Pio Pico	1025 S. Oxford Ave.	Nettie M. Guiwits
Richard Henry Dana	3320 Pepper Ave.	Miriam S. Rood
Robert Louis Stevenson	803 Spence St.	Althea Jillson
Sidney Lanier	5211 Tujunga Ave.	Reba Dwight
University	3420 Hoover Blvd.	Roberta Bowler
Van Nuys	14555 Sylvan Way	Mildred Sowers
Venice	610 N. California Ave.	Mary Ethel Strong
Vernon	4504 Central Ave.	Marion B. McGrew
Washington Irving	1803 S. Arlington Ave.	Louise Holmes
Watts	9901 Grandee Ave.	Lois A. Johnstone
West Hollywood	1403 Gardner St.	Ione M. Rider
West Los Angeles	11354 Santa Monica Blvd.	Lulah Lloyd
Wilmington	309 W. J St.	Martha Wynne Abell
Wilshire	149 N. St. Andrews Place	Frances B. Wright
		Anna-Marie Hook

Third Group Branches, open Monday to Friday inclusive, 2:00 to 5:00 P.M. Monday, Wednesday, Friday, 7:00 to 9:00 P.M. (Some exceptions.)

Branch	Address	In Charge
Alessandro	2641 Partridge Ave.	Jennie D. Raymond
Annandale	7121 N. Figueroa St.	Floy E. Drake
Canoga Park	7260 Owensmouth Ave.	Flora Johnston
Edendale	2030 Glendale Blvd.	Jennie D. Raymond
Gardena	561 W. 165th St.	Jeannie T. Shute
Helen Hunt Jackson	2330 Naomi Ave.	Miriam Matthews
Palms	10306 Woodbine St.	Nellie Hayden Smith

* Miss Newton died March 4, 1934. No appointment.

** Mrs. Saul died January 26, and Mr. Frazier appointed February 15, 1934.

COMPARATIVE CLASSIFIED STATISTICS OF CIRCULATION

	1932-33	1933-34
General	000 18,404	17,679
Philosophy	100 254,045	248,704
Religion	200 103,686	105,571
Social Science	300 353,345	349,141
Language	400 21,509	19,493
Science	500 151,387	150,671
Useful Arts	600 332,973	341,856
Fine Arts	700 252,259	254,510
Literature	800 490,541	477,132
History	900 243,526	244,387
Travel	910 348,908	334,644
Biography	920 267,025	268,029
Juvenile Non-Fiction (Includes Easy Books)	1,715,034	1,690,368
French Non-Fiction	11,427	11,550
German Non-Fiction	11,735	10,049
Italian Non-Fiction	2,886	2,356
Russian Non-Fiction	6,537	5,749
Spanish Non-Fiction	22,742	21,515
Yiddish and Hebrew Non-Fiction.....	4,914	3,640
Other Languages	5,655	5,414
Braille	460	212
Music	115,762	125,769
Juvenile Fiction	1,425,990	1,351,770
Adult English Fiction.....	6,569,028	6,191,511
Adult Foreign Fiction.....	201,260	177,885
Magazines Bound	7,566	7,425
Magazines Unbound	523,756	560,552
Braille Magazines	17	24
Pamphlets (Main and Branches)	36,341	45,333
TOTALS	13,498,718	13,022,939
Pictures	246,269	257,660
Percentage of Fiction to Total Circulation.....	60.7%	59.2+
Percentage of Total Circulation Gain.....	9.4%	3.5% Loss

SUMMARY OF STATISTICS

(According to recommendations of the American Library Association)

LOS ANGELES, CALIFORNIA

LOS ANGELES PUBLIC LIBRARY

Founded 1872 as Library Association,

Established 1874 by Act of Legislature.

REPORT OF YEAR ENDING JUNE 30, 1934

City Librarian, Althea Warren

Population served (city) 1,231,730; (1930 census).

Free for lending; free for reference. Open, 358 days; closed on New Year's day, Memorial Day, Independence Day, Labor Day, Armistice Day, Thanksgiving day and Christmas.

Hours (Central Library) daily 9:00 A.M. to 9:00 P.M.; Sundays, 1:00 to 9:00 P.M., reading room only. Total for week lending, 72 hours; for reading, 80 hours.

SUMMARY OF STATISTICS
AGENCIES

Total number of agencies.....	112
Consisting of:	
Central Library	1
Branches	48
(39 in Library Buildings, 9 in rented quarters)	
Municipal Reference Department.....	2
Stations:	61
General Service	36
Hospitals	1
Fire stations	17
Summer camps	2
Institutional homes	5

USE:

	Volumes	Per cent of Total Circulation
Number of volumes of adult non-fiction lent for home use	3,611,405	27.11%
Number of volumes of adult fiction lent for home use....	6,369,396	48.91%
Number of books for children lent for home use.....	3,042,138	23.98%
<hr/>		
Total number of volumes lent for home use.....	13,022,939	100.00%
Circulation per capita (1930 U. S. census figures).....		10.57
Circulation per registered borrower.....		36.61
Circulation per library employee (in terms of full-time equivalent and omitting janitorial and building force).....		25,140
Turnover of book stock (total circulation divided by total number of volumes in collection).....		9
Period of usual loan.....	3, 7, or 14 days and 1 month	
Additional circulation: Pictures.....		257,660
Number of story hours held during year.....		940
Average attendance at each story hour.....		42

REGISTRATION:

	Adult	Juvenile	Total
Number of borrowers registered during year.....	102,187	24,079	126,266
Total number of registered borrowers.....	322,542	64,925	387,467
Registration period, years.....			3
Per cent of population registered as borrowers (using 1930 U. S. census figures)			31.5%

BOOK STOCK

Number volumes at beginning of year.....	1,398,144
Number volumes added during year.....	99,267
Number volumes returned to stock.....	2,017
<hr/>	
Total	1,499,428
Number of volumes lost or withdrawn.....	55,949
<hr/>	
Total number at end of year (not including 4,786 volumes, in process, June 30, 1934).....	1,443,479
Number of volumes per capita.....	1.17
Number of volumes per registered borrower.....	3.72

SUMMARY OF STATISTICS

MISCELLANEOUS STOCK

Number of pamphlets at beginning of year.....	300,074
Total number at end of year.....	327,457
Number photographs, pictures, beginning of year.....	82,393
Total number at end of year.....	89,775
Number of maps at beginning of year.....	8,229
Number at end of year.....	9,445
Number of newspapers, currently received (titles) 199 (copies) 270	
Number of periodicals, exclusive of newspapers, currently received (titles) 2,214 (copies) 5,772	

FINANCE

Rate of Tax Levy for Library — 7/10 of a Mill

RECEIPTS

Local taxation	\$ 845,472.90
Petty cash: fines, fees, memberships, etc.....	96,474.64
Rental collection	19,469.42
<u>Total</u>	<u>\$ 961,416.96</u>
Unexpended balance from previous year.....	121,044.56
<u>Total</u>	<u>\$1,082,461.52</u>

PAYMENTS

Salaries: Library staff.....	\$ 666,535.93
Books, including periodicals.....	92,638.80
Binding and rebinding.....	47,529.52
Supplies, stationery, printing.....	12,432.23
Telephone, postage, freight, express, motor vehicle operation.....	11,283.47
Salaries: janitors, engineers and building force.....	88,533.13
Cleaning supplies and equipment.....	3,845.56
Repairs, minor alterations, furniture, equipment.....	1,656.42
Rent	12,047.00
Heat, light, water.....	31,705.35
Insurance	1,450.73
Other items	27,541.00
<u>Total operating expenses.....</u>	<u>\$ 997,199.14</u>
Extraordinary Expenses:	
Sites	229.00
<u>Grand Total</u>	<u>\$ 997,428.14</u>
Unexpended balance	85,033.38
<u>Total</u>	<u>\$1,082,461.52</u>

BOOKS IN LIBRARY, JUNE 30, 1934

	Phi. & Rel.	Soc.	Tea.	Mun. Ref.	Sci. & Ind.	Art & Music	Lit.	His.	Fic.	For.	A. E.	Blind	Per.	Child. Room	Cat.	Order	L. S.	Branches	Total
000.....	91	103	76	485	109	59	4,012	511	62		134	10	401	400	837	609	1,309	10,078	19,286
100.....	10,885			153			1				129	20	10	107	1		3	14,505	25,814
200.....	15,007			4		2	3	29			31	105	22	679	1	1	7	13,167	29,058
300.....	13	53,675	18,045	8,312	47	6	9	71			242	29	37	4,704	9	23	61	71,752	157,035
400.....	16	1			6	8	2,781	19	3		57	4	3	196	16	1	10	3,432	6,553
500.....	1	1	1	676	20,669	1	1	3			140	49	9	1,854	1	2	9	26,480	49,897
600.....		4		7,960	45,105	6	1				147	30	10	1,494		6	31	42,971	97,765
700.....			1	874	1	25,224	10	3			203	24	12	1,545	10		12	54,761	62,680
800.....	19	1	1	136	1	7	47,933	5	64		291	66	22	2,763	8	1	31	70,424	121,773
900.....	13	2	1	254		4	17	33,091			65	11	10	2,590	1	1	9	54,437	90,507
910.....	9	1		9	1,251	9	2	17,615			32	43	20	2,539	2	3	1	48,578	70,115
920.....	4		3	5		7	39	18,794	3		127	85	19	1,543	18		18	36,020	56,685
Foreign.....										66,857								73,973	
Maps (91).....				2	2			576						9				270	859
Music.....	2					19,905						7		168				5,883	25,965
Newspapers.....		2										5,153							5,155
Periodicals.....	1,970	2,333	1,182		11,091	3,182	2,579	14,431	7			3	477		1	137		10,987	48,380
Special Coll.....	6	2					48	1,115											1,171
Easy Books.....								56					1	4,332			4	43,663	48,000
Donors' Coll.....																			56
Fiction.....						1			79,895		167	329	10	8,044			75	364,031	452,552
Unclassed.....												200							200
Total.....	28,036	56,125	19,310	18,870	78,282	48,421	57,436	86,319	80,036	66,857	1,765	1,012	5,742	33,444	904	648	1,717	858,555	1,443,479
In process.....				144											4,642				4,786
Grand Total.....	28,036	56,125	19,310	19,014	78,282	48,421	57,436	86,319	80,036	66,857	1,765	1,012	5,742	33,444	5,546	648	1,717	858,555	1,448,265
Pamphlets.....	1,561	55,898	33,210	16,877	101,261	1,300	13,303	4,000	83	536	477	15	65	1,434				9,587	87,850
Maps.....				96				7,688		1			1	1				2	1,756
Pictures.....	193					31,202	1,649	4,879									79	51,773	89,775