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✦ ANNUAL · REPORT · ✦

OF THE

· BOARD OF DIRECTORS ·

OF THE

Los Angeles Public Library

AND

· REPORT OF LIBRARIAN ·

✦ 1889 ✦



ANNUAL REPORT

OF THE

BOARD OF DIRECTORS

OF THE

LOS ANGELES PUBLIC LIBRARY

AND

Compliments of the

Los Angeles Public Library.

TESSA L. KELSO,
Librarian.

PLEASE EXCHANGE.

LOS ANGELES PUBLIC LIBRARY.

DIRECTORS.

G. A. DOBINSON, *President.*

H. JAY HANCHETTE. FRANK H. HOWARD.

E. W. JONES. J. MILLS DAVIES.

COMMITTEES.

Books and Donations.

Messrs. G. A. DOBINSON, H. JAY HANCHETTE,
FRANK H. HOWARD.

Rules and Administration.

Messrs. E. W. JONES, J. MILLS DAVIES, G. A. DOBINSON.

Printing and Supplies.

Messrs. FRANK H. HOWARD, E. W. JONES, G. A. DOBINSON.

Auditing and Accounts.

Messrs. J. MILLS DAVIES, G. A. DOBINSON,
H. JAY HANCHETTE.

Miss TESSA L. KELSO, *Librarian.*

Miss JESSIE A. GAVITT, *First Assistant.*

ATTENDANTS:

Miss ADDIE HASSE, Miss ESTELLA HAINES,

Miss LENA B. FENNER, Mrs. E. A. WELLMAN.

REPORT
OF THE
BOARD OF DIRECTORS
OF THE
Los Angeles Public Library.

December 4th, 1889.

To the Honorable, the City Council of the City of Los Angeles:

GENTLEMEN:—The Board of Directors of the LOS ANGELES PUBLIC LIBRARY has the honor to transmit to your Honorable Body its Annual Report, as follows, in accordance with the requirements of Sub. 17, Sec. 58, Art. IV., of the Charter of the City of Los Angeles.

To begin with a short resumé of the history of the institution committed to our care, we may state that the nucleus of the present Library was formed in December, 1872, by a voluntary association of citizens, who elected a Board of thirteen Trustees to manage its affairs, viz:

Gov. J. G. Downey, S. B. Caswell, H. K. W. Bent, Col. G. H. Smith, Judge Sepulveda, W. H. Mace, A. W. Potts, T. W. Temple, R. H. Dalton, Gen. Geo. Stoneman, W. B. Lawlor, Gen. McConnell and Harris Newmark.

These gentlemen and their successors in office managed the affairs of the Library for nearly six years under the title of "Los Angeles Library Association," a small stock of books being obtained, partly from proceeds of the life membership fees and partly from monthly dues.

J. C. Littlefield was the first Librarian, at a salary of \$75 per month, which was soon increased to \$100.

In April, 1878, the members of the organization voted unanimously to dissolve the Association under an agreement with the City, by virtue of which the City Council took possession of their property, valued at \$3,134.25, and assumed liabilities amounting to \$1,074.25, and the Library from that date was known as the "Los Angeles Public Library," under the provisions of the special act passed by the Legislature for that purpose.

In January, 1879, under the provisions of the Revised Charter, the members of the Council, fifteen in number, with the Mayor as Chairman, became a permanent Board of Regents for the management of the institution. P. Connolly was elected in January, 1879, as Librarian, to succeed J. C. Littlefield.

The record affords very meagre information as to the progress of the Library and the amount of patronage it received, but in October, 1879, we find that upon strong representations made to the Board, the sum of \$250 was

appropriated for the purchase of books, which was followed by a further appropriation of \$150 in June, 1880.

In June, 1880, Miss Mary E. Foy was elected Librarian.

In January, 1883, the Mayor in his message recommended "the expenditure of at least \$1,000 during the coming year for the purchase of books."

In January, 1884, Miss Jessie A. Gavitt was elected Librarian, to succeed Miss Foy, and held the office until January, 1889, when she was succeeded by Mrs. Lydia A. Prescott, who held office for a few months until the first of April following, when the present Board of Directors was appointed under the provisions of the New Charter, and they appointed Miss Tessa L. Kelso as Principal Librarian, and Miss Jessie A. Gavitt as First Assistant.

For the period of ten years dating from the time when the Library management passed into the hands of the Council as a Board of Regents in 1879, up to the organization of the present Board of Directors, very little interest seems to have been taken by anyone in the development of the institution as a means of public good, the records showing that the stated meetings were not attended as they should have been; the chief business done at any time being mostly to audit the claims for salaries, rent and other expenses. The remarkable increase in the prosperity and population of Los Angeles, brought with it no advantage to the Public Library; every one being too busy to waste time upon anything but real estate speculations. After the subsidence of this excitement, and when the present Board took office, it did so with the determination to create, if possible, a public interest

in the Library and to make it, as it deserves to be, an attraction of which our city may well be proud. In this endeavor it has been largely helped by the co-operation of your Honorable Body, and we have now the satisfaction of seeing the Library located in spacious, well lighted and airy rooms, which have been furnished throughout with library fittings of the most improved designs and constructed of the best possible material.

The stock of books brought from the old Library quarters in Downey Block, last July, was not only small, but illy adapted to the needs of a community like ours. This Board recognizes that a generous allowance was made for the Library from the Tax Fund of 1889-90, but when that amount is expended there will yet be a shortage of about 10,000 volumes which must be purchased before there can be a free circulation of books for home use. The Library at the present time is practically free, there being no charge made for the use of it, but only a small fee of one dollar per quarter for the privilege of using books at home.

The Board is of opinion, based on an examination of the records of this and other libraries, that it will be impossible to supply the immense demand for books which would immediately arise if the small charge now made were abolished, and that it will not be prudent to do away with such charge until the Library contains at least 20,000 volumes for circulation, independent of those to be kept in the Library for reference purposes.

For the statistics and general information about the Library since it has been under its present management, we beg to refer to the able report of Miss Kelso, the Librarian,

which is attached hereto, marked "Appendix A," and is hereby made a part of this report. The statistics and information contained therein are well worthy of attentive consideration by your Honorable Body.

The Board is endeavoring to administer the affairs of the Library with such due regard to economy as is consistent with a good return for the money expended. In studying the question of expense it must be borne in mind that the Library, being open for twelve and a half hours every week day, and the hours of labor for each person employed being limited by law to eight, the working staff necessarily costs something over 50 per cent. above the amount that would be required if the rooms were only open for a day of legal length.

The Library is now kept open every week day in the year from 9 a. m. to 9:30 p. m., and on Sundays the reading room is open from 1 p. m. to 6 p. m.

The Board has made the use of the Library entirely free to all the teachers in the Public Schools, and is glad to report to your Honorable Body that the extensive use made of this accommodation, is an evidence of the benefit it will become to the cause of education.

Although the present staff of employees have not been long engaged in working under the present administration the Board takes this opportunity to express its satisfaction with the zeal and energy thus far displayed. The Board has been greatly assisted in its arduous work by the ability and experience of the Librarian, who has shown a capacity and intelligence which make her remarkably well fitted for the important position she occupies. The introduction of the

latest improvements in library arrangements, and the adoption of the best labor-saving devices in library economy are owing to Miss Kelso's knowledge and good judgment in those matters. She has been ably seconded by her chief assistant, whose local acquaintance has been of great advantage to the Library.

In conclusion the Board desires to express that feeling of gratitude to your Honorable Body which consists of a lively sense of favors to come. The needs of the Public Library for a city of the size and importance of Los Angeles, with its population of 80,000 souls, have thus far been appreciated by you, but much remains to be done in the future. The remarkable increase in the demands upon the Library during the few months it has been actively in operation, point to a larger increase in the immediate future, the growth of the facilities stimulating the growth of the demand. In the opinion of this Board it will not be long before the present quarters, ample as they now seem, will be too small in which to conduct the business. We therefore ask your Honorable Body to have in mind the necessity for making such provision for a Public Library as will be sufficient for all time, and to this end the appropriation of a lot and separate building will be found to be indispensable.

Respectfully submitted,

G. A. DOBINSON, President.

H. JAY HANCHETTE.

F. H. HOWARD.

E. W. JONES.

J. MILLS DAVIES.

APPENDIX "A."

LIBRARIAN'S REPORT.

To the Board of Directors of the Los Angeles Public Library:

GENTLEMEN—I herewith respectfully submit the annual report of the Los Angeles Public Library, which covers a period of eight months, dating from April 1st, to December 1st, 1889.

The income of the Library is derived from a "tax levy on all taxable property in the city, not to exceed five cents on each one hundred dollars of the value of all real and personal property," and from book borrowers' dues, at the rate of one dollar per quarter.

Following is a statement of the receipts and expenditures for the period named:

RECEIPTS.

Balance on hand April 1st, 1889.....	\$ 3,594.62
Balance from tax levy of 1888-89.....	288.40
(Transferred April 1st, 1889.)	
Received on account of apportionment for fiscal year 1889-90.....	17,026.18
Dues and Fines.....	519.26
Total.....	<u>\$21,428.46</u>

EXPENDITURES.

Books and Periodicals.....	\$ 3,540.89
Library Expenses.....	2,233.60
Salaries.....	2,632.08
Balance in hands of City Treasurer.....	13,021.89
	<hr/>
Total.....	\$21,428.46

The amount apportioned by the City Council for the fiscal year of 1889-90 was \$18,303.05, of which sum it was conditioned that at least \$10,000 was to be expended for the purchase of books.

The figures showing the usefulness and history of the Library are necessarily very incomplete, since three months of the eight were spent in the old quarters, where it was impossible to keep correct records of circulation or attendance, under the system then in use.

Upon removal into the present quarters in the new City Hall the Library was closed for a period of two months, during which time the books were cleaned, repaired, counted, classified, numbered, book plates inserted, placed in position, shelf catalogued in duplicate, and a card catalogue begun.

On Monday, the 2d of September, the new Library was opened to the public, completely and elaborately fitted with new furnishings in its mechanical make up.

THE BOOK ACCOUNT IS AS FOLLOWS :

Number of volumes in the Library, September 2d, 1889.....	6,356
Number of volumes added to Library to December 1st, 1889	4,771
Total	11,127
Discarded	98
Lost and stolen.....	1
	<hr/> 99
Number of volumes in Library Dec. 1st, 1889	11,028

The large addition to the Library during the past three months, as shown in the foregoing figures, namely, 4,771 volumes, is being daily supplemented by the arrival of other books purchased by the Board.

In all such purchases due regard has been paid to the needs of the Library in the different departments of History and Travels, Biography, Literature, Fine Arts, Natural Science, Philology, Fiction, Sociology, Theology, Philosophy and Reference, and the fund is being expended in proportion to the importance of the several classes named.

There are one hundred and eighty-nine periodicals received in the Library, which are apportioned as follows :

On file in Reading Rooms.....	78
On file at Delivery Desk.....	73
For use at home.....	38

The circulation of books and periodicals for the three months from September 2d to December 1st is given below :

	<i>September.</i>	<i>October.</i>	<i>November.</i>	<i>Totals.</i>
Reading Rooms.....	3,418	3,570	4,651	11,639
Home.....	1,415	2,277	2,610	6,302
Total.....	4,833	5,847	7,261	17,941

In addition to this registered number of applications at the delivery desk, there is an average daily attendance of over one hundred readers who make use of the periodicals on file in the Reading Rooms, making the total number 29,941, which, allowing for natural increase, at a moderate estimate of 10 per cent. will give a grand total of 131,740 readers for the year.

In re-arranging the Library the Dewey system of Classification has been very closely followed. The addition of so many new books making it inadvisable to publish finding lists, type written shelf sheets of the different classes were inserted in neat covers, lettered with class and number, *e. g.* : "Class 920, Biography," etc., and have proved to be quite satisfactory as a temporary substitute for the finding list. It has also been the means of impressing the scheme of classification upon the minds of the readers in a remarkable degree ; in fact the use of these sheets bound in this manner will be an important training for the intelligent use of the card catalogue.

The circulation of periodicals for home use has proven to be one of the most satisfactory features of the Library. First-class periodicals suggesting and creating a demand for

a better class of books, and accomplishing much toward counteracting the excessive percentage of fiction read.

The addition of a very complete collection of excellent photographs of famous paintings, sculptures, architectural subjects, etc., promises to become of the highest importance as a part of the education of the pupils of the Public Schools aside from the advantages to the general public.

Add to this the library of vocal and instrumental music now being formed, and our community will find in the Library a means of culture and convenience that will in a great measure compensate for the disadvantage of being so far geographically removed from the great supply centers.

Among the accessions of the Library are thirteen hundred volumes of U. S. Public Documents, in which there is a rich fund of information bearing upon the interests and history of our section of the country. It is our aim to classify and index these volumes to the degree of usefulness that their importance warrants.

Our reference department has been enriched by the acquisition of very many complete sets of the leading American and English periodicals, which, with Poole's index to the same alone afford the public a mine of information equal to that of any ordinary reference library.

That our citizens are awakening to the importance of having a good Library in their midst is apparent from the interest expressed and in the increased apportionment for its support, and it is regretted that a report at this time can give but a meagre idea of how well founded this realization is.

As an evidence of the faithfulness of the staff of employees, I need only to draw your attention to the fact that within the past three months four thousand seven hundred and seventy-one volumes have been added to the Library in addition to answering the demands created by thousands of readers.

TESSA L. KELSO,

Librarian.

LOS ANGELES, CAL., Dec. 3, 1889.



LIST OF DONATIONS
TO THE
LOS ANGELES PUBLIC LIBRARY

From April 1st to December 1st, 1889.

	BOOKS.	MAG.	PAMP.	SUNDRIES
Adam, Very Rev. J.....	1			
Alameda, Cal., Public Library.....	1			
Bangor, Me., Public Library.....	1			
Bengough, Elizabeth.....	3			
Boston, Mass., Public Library.....	8		19	
Brooklyn, N. Y., Mercantile Library.....			21	
Chalmers & Williams.....	1			
Cincinnati, O., Public Library.....	6		4	
Dobinson, G. A.....	20		2	1 Etching
Dunkelberger, Col. I. E.....	41			
Dunn, Poindexter.....	213			
Farnsworth, R. L.....	112		135	
Flint, A.....	1			
Fremont, Mrs. Jessie Benton.....	4			
Grand Rapids, Mich., Public School Library.....	1		9	
Hamburger, A. & Sons.....	25			
Hanchette, H. Jay.....	4			2 Operas
Hartford, R. I., Library Association.....			19	
Howard, Frank H.....	33			
Hughes, Mrs. E.....	1			
Kean, S. A. & Co.....	1			
King, W. B.....	1			
Lindley, Hervey.....	1			
Madrill, J. W.....	9			
Milwaukee Public Library.....	1			
Mortimer, C. White.....	8			7 Maps
Omaha, Neb., Public Library.....	1		4	
Otis, Col. H. G.....	101			
Owen, E. H.....	1	9		1 Map
Pacific Underwriters' Association.....	1			
Rockford, Ill., Public Library.....	1			
Shaw, Henry.....	2			
Smith, Geo. H. & Hansen, Geo.....		195		
San Diego, Cal., Public Library.....	1			
San Francisco Mercantile Library.....	1		3	
Times-Mirror Pub. Co.....	92			
Treichel, Gov. Chas.....	3			
U. S. Government.....	840			
Weymouth, A. B.....	1			
Whitehead, H. C.....	37	52		
Witmer, H. C.....	40			
Total.....	1610	256	216	11

PERIODICALS.

THE FOLLOWING PERIODICALS ARE ON FILE IN THE
READING ROOMS:

DAILIES.

Los Angeles Herald.

“ “ Times.

“ “ Tribune.

“ “ Evening Express.

San Francisco Alta.

“ “ Call.

“ “ Chronicle.

“ “ Examiner.

Arizona Citizen.

Boston Advertiser.

Chicago Tribune.

Cincinnati Commercial-Gazette.

Denver Republican.

New York Tribune.

Oakland Tribune.

Omaha Bee.

Pasadena Union-Star.

Philadelphia Ledger.

Riverside Press.

Sacramento Record-Union.

San Diego Union.

St. Louis Republic.

Tacoma Ledger.

WEEKLIES.

Anaheim Gazette.
Chino Valley Champion.
California Voice.
Citrograph.
La Cronica.
London Times.
Los Angeles Herald.
“ “ Times-Mirror.
Marysville Appeal.
Minneapolis Spectator.
Mining and Scientific Press.
National City Record.
New York Dramatic Mirror.
Ontario Observer.
Open Court.
Pacific Rural Press.
Placer Herald.
Pomona Times-Courier.
Publisher's Weekly.
San Francisco Argonaut.
Santa Ana Standard.
Santa Barbara Herald.
Santa Barbara Independent.
Sacramento Union.
San Luis Obispo Tribune.
Santa Monica Outlook.
Victoria Times.

THE FOLLOWING PERIODICALS ARE ON FILE AT THE DELIVERY DESK, WHERE THEY MAY BE OBTAINED FOR USE IN THE READING ROOM.

WEEKLIES.

Athenæum.
Bee Journal.
Congressional Record.
Critic.
Harper's Bazar.
 " Weekly.
 " Young People.
Independent.
Journal of Education.
Leslie's Illustrated News.
Life.
London Graphic.
 " Illustrated News.
 " Lancet.
Nation.
Pall Mall Budget.
Paris Illustré.
Revue des deux Mondes.
Rural Californian.
Scientific American.
Scientific American Supplement.
Ueber Land und Meer.
Youths' Companion.

MONTHLIES.

Atlantic, 3 copies.
American Florist.
American Agriculturalist.
Blackwood's Magazine.
Book Chat.
Chambers's Journal.
Christian Science Journal.
Contemporary Review.
Century, 7 copies
Cosmopolitan, 2 copies.
Current Literature, 2 copies.
Demorest.
Delineator.
Dress.
Dial.
Eclectic.
Edinburgh Review.
Forum, 5 copies.
Fortnightly Review.
Golden Era.
Good Housekeeping.
Harper's, 7 copies.
Lippincott's, 2 copies.
Littell's Living Age.
Le Francais.
Lucifer.
Musical Courier.
Medical Visitor.

Medical Record.
Notes and Queries.
North American Review, 5 copies.
Nineteenth Century, 2 copies.
Outing, 2 copies.
Overland Monthly, 2 copies.
Pacific Medical Journal.
Pacific Monthly.
Popular Science Monthly, 3 copies.
Poultry World.
Poultry in California.
Public Opinion.
Scribner's, 6 copies.
Season.
Southern California Practitioner.
St. Nicholas, 6 copies.
Shakespeariana.
The Path.
Unitarian Review.
Wide Awake, 3 copies.

