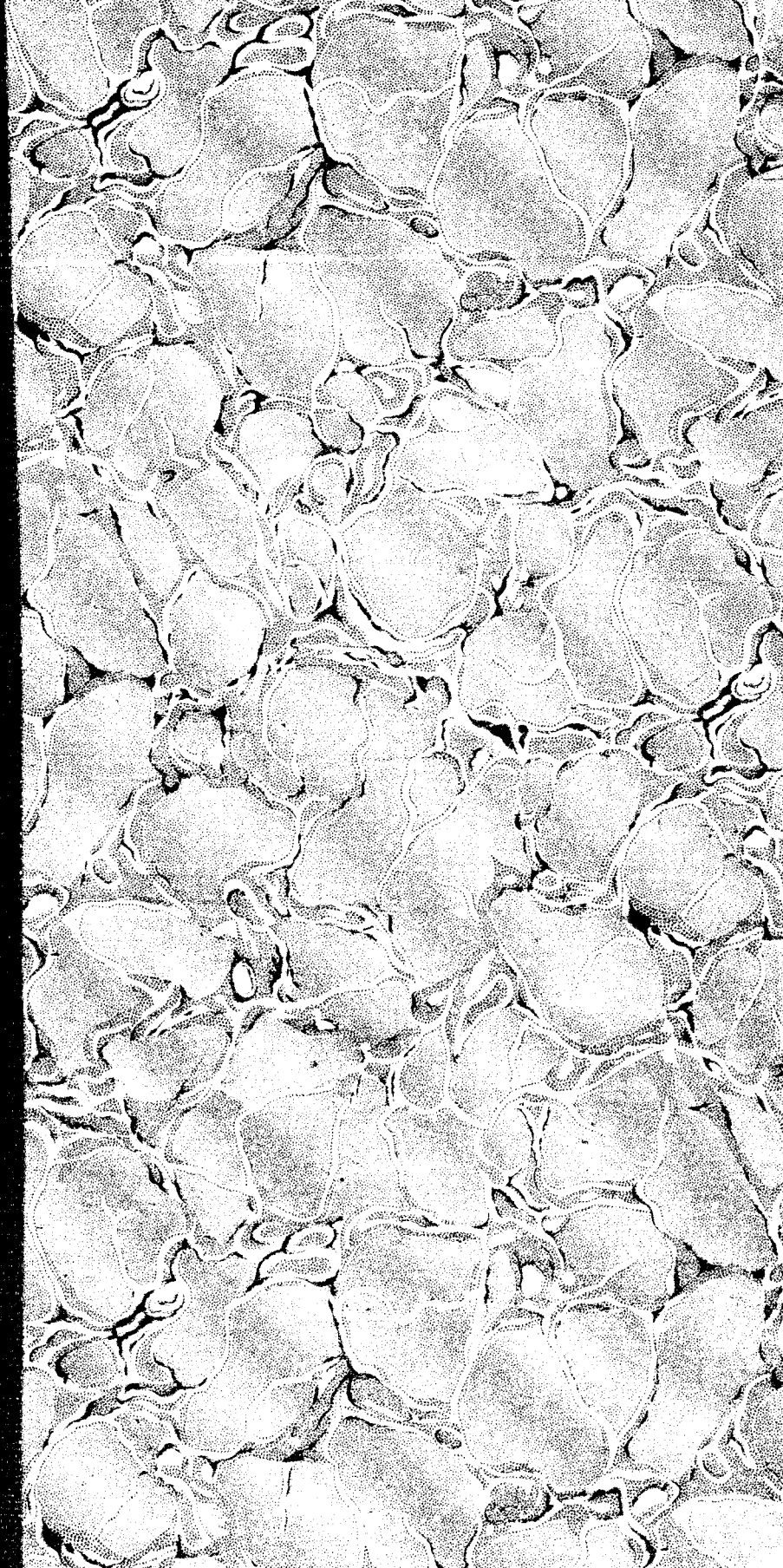


Los Angeles Public Library - Annual Report

R027.409 L87 1907/08



LOS AN  
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RARY



EX-LIBRIS



MUNICIPAL REFERENCE DEPARTMENT

City Hall

Room \_\_\_\_\_

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WITHOUT O.K.

3 DAYS

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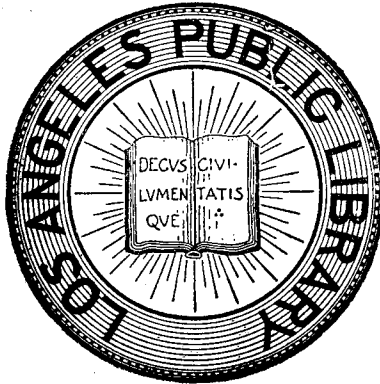
20th  
ANNUAL REPORT  
OF THE  
LOS ANGELES  
PUBLIC LIBRARY

For the Year Ending November 30, 1908

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R 027.409 L87 1907/08



Copy 2

## Proposed Charter Amendment Number Twenty-four

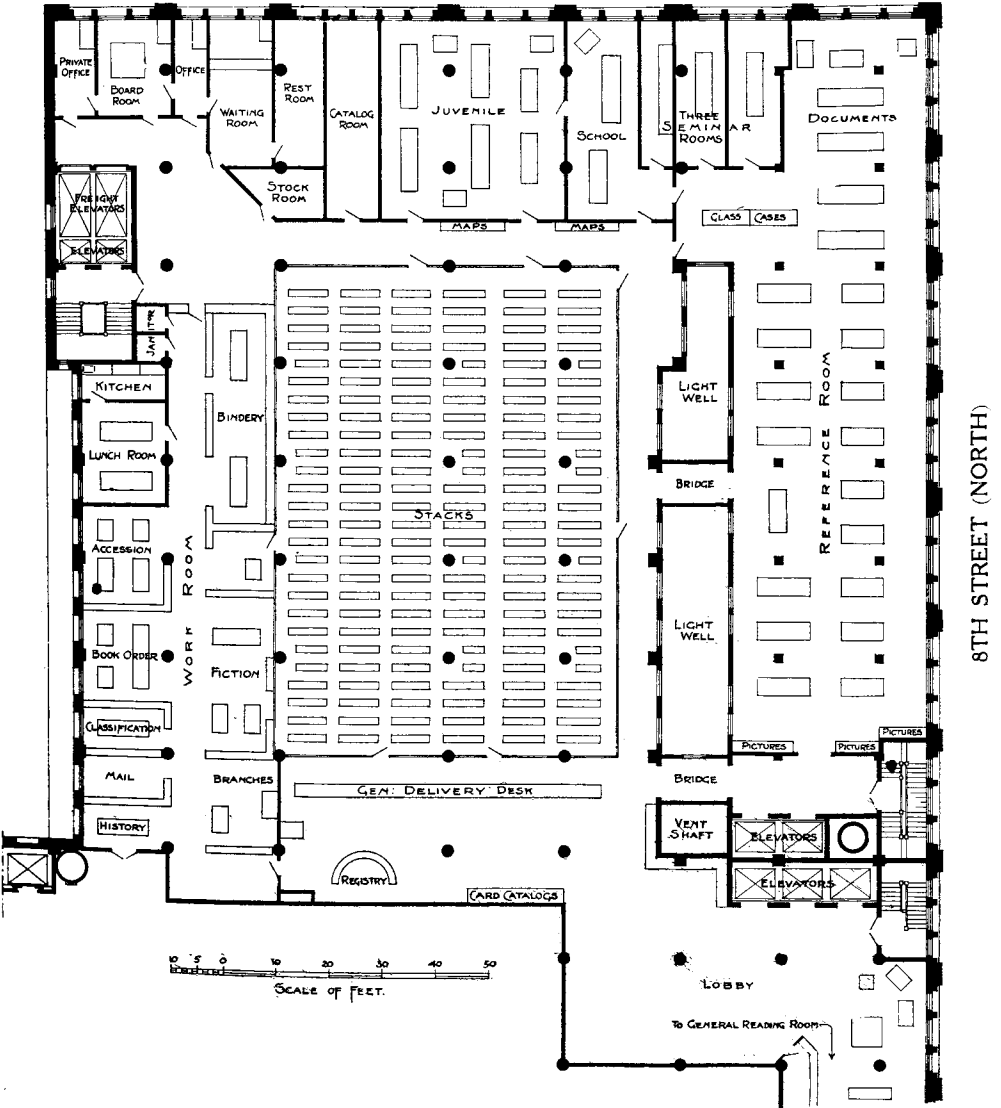
That Section 82 of the Charter be amended to read as follows:

Section 82. There shall be levied and collected annually, on all the taxable property in the city, as in other cases, a tax sufficient to maintain such library, not less than four cents on each one hundred dollars of the value of all real and personal property of the said city, as assessed for city purposes, for the purpose of establishing and maintaining said library, and purchasing or leasing such real and personal property, books, papers, publications, furniture, and fixtures, and erecting such buildings as may be necessary therefor. No indebtedness exceeding the amount of the annual levy for this purpose shall be incurred in any one year; provided, this limitation shall not be construed to prevent the incurring of indebtedness for permanent improvements, including the acquisition of grounds for a public library building, the construction or completion of such building and the furnishing and equipping of the same, to be liquidated by the proceeds of municipal bonds issued by the City of Los Angeles, in accordance with the provisions of this charter and of the general laws of the State, for the purpose of defraying the cost of such improvements; and provided further, that the City Council may, in its discretion by the Ordinance or Resolution fixing the tax levy for public library purposes, as aforesaid, apportion and set apart, out of the moneys to be derived from such tax levy, an amount sufficient to meet all sums coming due for principal and interest, or either, upon all outstanding bonds issued by the city for public library purposes, before the time for fixing the next general tax levy, and the City Treasurer shall use the moneys so apportioned to make such payment, and for no other purpose; and if there shall be a surplus remaining, the same shall forthwith be transferred into the library fund in the City Treasury.

That said charter be amended by adding a new section thereto, immediately after Section 86 thereof, to be known as Section 86½, and to read as follows:

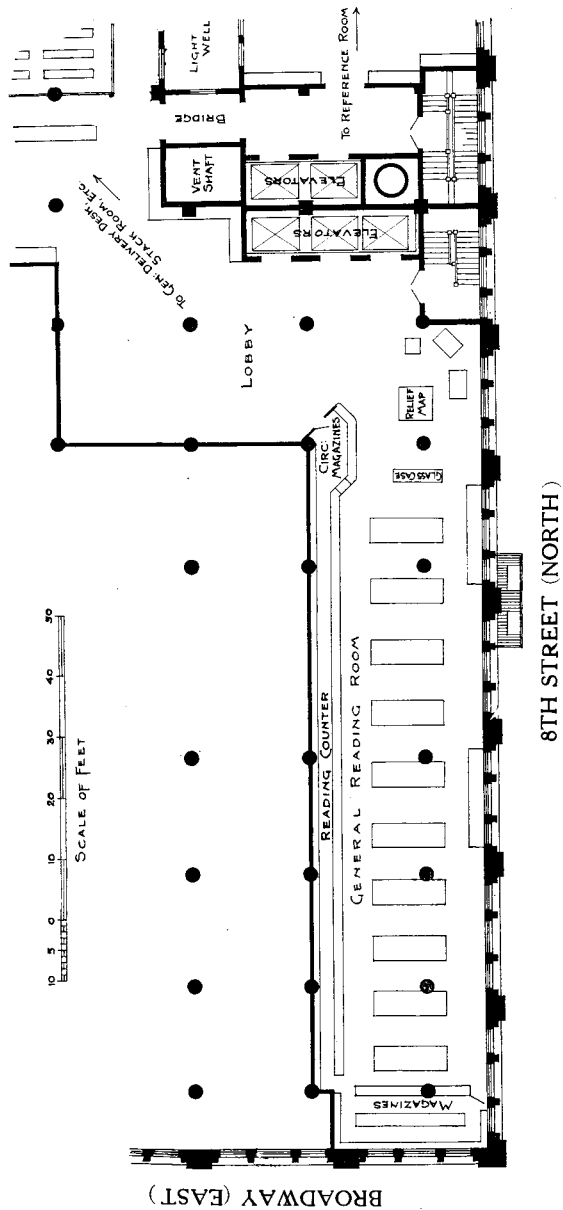
Section 86½. All fines and other moneys received or collected by said board, in the administration of the public library, shall be paid into the City Treasury, to the credit of the Library fund, and shall be subject to the control of said board, as in the case of other moneys in said fund.

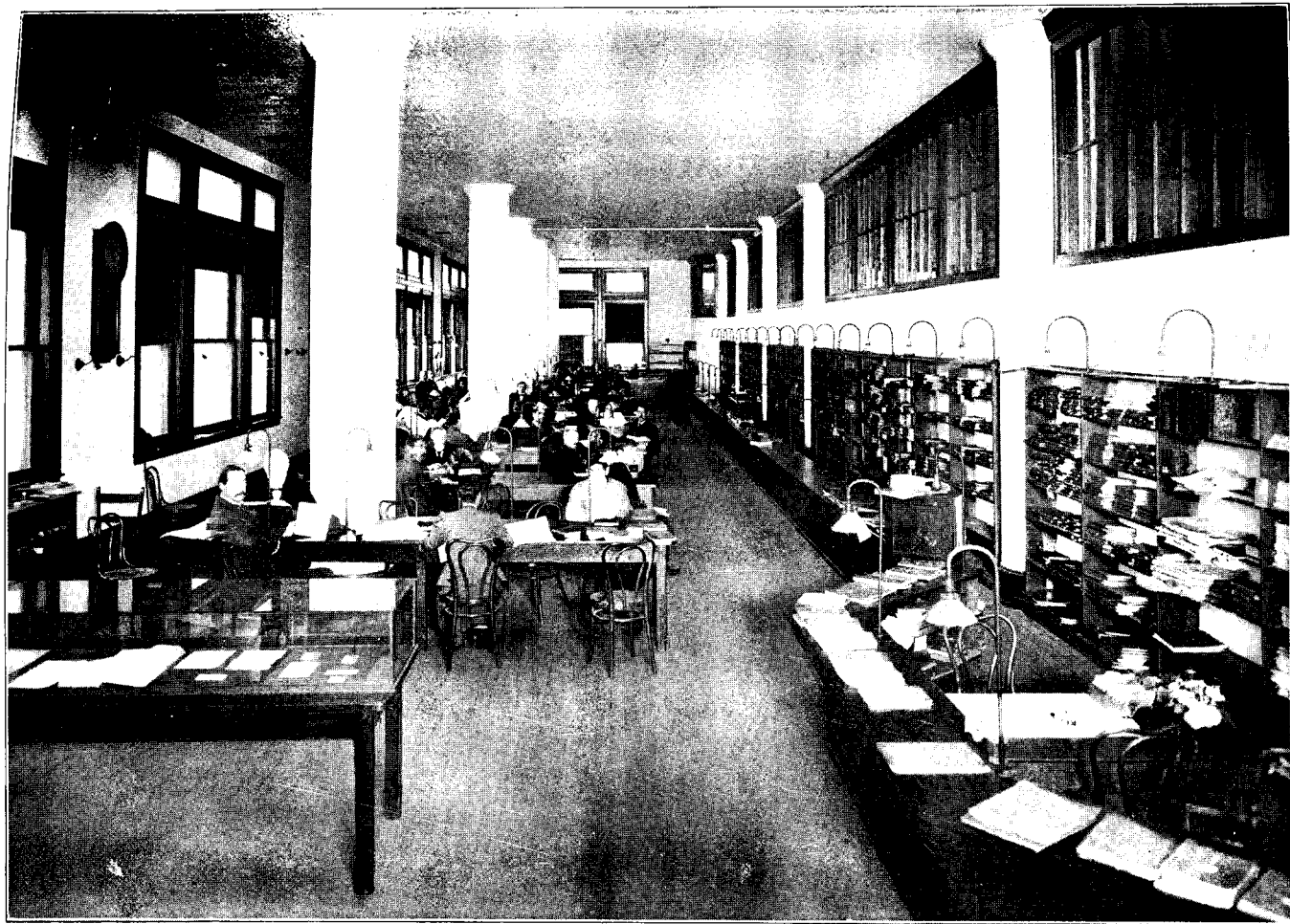
HILL STREET (WEST)



FLOOR PLAN WESTERN PORTION OF LIBRARY

FLOOR PLAN, EASTERN ROOM





GENERAL READING ROOM, 28 x 144



REFERENCE ROOM, 30 x 136



TWENTIETH  
ANNUAL REPORT

LOS ANGELES  
PUBLIC LIBRARY  
(FOUNDED 1872)

FOR THE YEAR ENDING NOVEMBER 30, 1908.

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CHARLES F. LUMMIS, Lit. D.  
LIBRARIAN

COMMERCIAL PRINTING HOUSE  
1909

MUNICIPAL REFERENCE  
DEPARTMENT  
OCT 29 1927  
LOS ANGELES PUBLIC LIBRARY

# Los Angeles Public Library

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## BOARD OF DIRECTORS.

|                                       |                   |
|---------------------------------------|-------------------|
| Isidore B. Dockweiler, President..... | Term expires 1911 |
| Henry W. O'Melveny.....               | Term expires 1911 |
| G. M. Giffen.....                     | Term expires 1910 |
| S. G. Marshutz .....                  | Term expires 1909 |
| Willoughby Rodman.....                | Term expires 1908 |

Pearl E. Gleason, Clerk.

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## STANDING COMMITTEES.

- Attendants: Mr. O'Melveny, Mr. Marshutz.
- Auditing and Accounts: Mr. Marshutz, Mr. Giffen.
- Books and Donations: Mr. Rodman, Mr. O'Melveny.
- Branch Libraries: Mr. Giffen, Mr. Rodman.
- Printing and Supplies: Mr. Marshutz, Mr. Giffen.
- Rules and Administration: Mr. Rodman, Mr. O'Melveny.

## LIBRARY STAFF

Charles F. Lummis, Lit. D..... Librarian.  
 Celia Gleason..... Assistant Librarian  
 C. J. K. Jones, A. M..... Director of Study and Research

## HEADS OF DEPARTMENTS

| Departments        | Principals          | Assistant-Principals   |
|--------------------|---------------------|--|
| Accession          | Mary A. Johnson     | Jean Doan  |
| Binding            | Georgia Horgan      | Clara S. Forst†  |
| Book Orders        | Margaret D. Bloomer | Clara M. Rowell  |
| Branches           | Julia W. Blandy     | Mary E. Dudley   |
| Catalogue          | Florence Thornburg  | { Dora L. Mason<br>Jesselyn Andrews<br>Esther C. Ulen<br>A. Loretto Clark* |
| Classification     | Mary E. Taylor†     |  |
| Documents          | Grace M. White      | { Grace E. Pinney*<br>Charlotte N. Brown*                                  |
| Fiction            | Margaret G. Melzer  | Mabel W. Cory  |
| Finance            | Pearl E. Gleason    |  |
| General Literature | Gertrude Darlow     | { Josephine Dancaster<br>Josephine M. Jedofsky<br>Mary G. Hart             |
| History, Material  |                     |  |
| Juvenile           | Stella C. Beckley   | Inez A. Green*   |
| Mail               | Mrs. Emilie Jackson | Edith M. Gilbert†  |
| Reference          | Anna M. Beckley     | { Susanna C. Ott<br>Katherine M. Hilton<br>Eleanor Caruthers               |
| Registry           | Laura S. Hillis*    | Mary A. Naismith   |
| Schools            | Charlotte Casey     | Anna Madison   |

†Acting.

\*On leave of absence.

**GENERAL ATTENDANTS.**

|                     |                     |                       |
|---------------------|---------------------|-----------------------|
| Georgetta Bankson   | Aileen Cushing      | Isabel McFarland      |
| Grace Barager       | Clara B. Dills*     | Jane McSkimmon        |
| Dorothy F. Barrett  | Fannie B. Dorman    | Kathleen M. Miller    |
| Mary M. Bevans      | Clara S. Forst      | Margaret V. Moloney   |
| Ella C. Brunson     | Bessie M. Foye      | Katherine Moyle       |
| Caroline M. Brittan | Edith M. Gilbert    | Elizabeth Perry       |
| Norma Burrell*      | Bettie B. Hotchkiss | Alma B. Scheuble      |
| Eloise Carwyle      | Bessie K. Landon    | Gretchen Smith*       |
| Shirley M. Coleman  | Grace Lewis*        | Florence A. Turner    |
| Laura C. Cooley     | Alice MacDonald     | Marjorie H. VanDeusen |
| Hilda Cordes        | Hazel McClure       | Edith M. Wheat        |
| Theresa M. Curtis   |                     |                       |

Playground Attendant, Jennie M. Dick.

Switchboard Operators, Mrs. Emma May Cook, Ora Woodward.

Night Stenographer, Gonda Brown.

Cash-desk, Eloise Macdonell.

1 Janitor, 1 handy-man, 2 cleaners, 13 pages.

\*On leave of absence.

# LOS ANGELES PUBLIC LIBRARY

## 20th ANNUAL REPORT

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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 submit its annual report for the year ending November 30, 1908.

Since our last report no changes have taken place in the composition of this Board.

The year has been marked by the greatest progress in the entire history of the Library, now 36 years old. In material growth, and in usefulness to the public which supports it, the library has this year distanced all its former records; and also surpasses, according to the latest available statistics, any other American public library (in proportion of population) as to the net results of expenditures, as measured by activity, use and growth.

The foremost material change of the year was the removal to new quarters. This library was first established in 1872 in little rented rooms. In 1889 it was removed to the City Hall, where it remained for 17 years in quarters about which every printed report of the library complains. In March, 1906, it was removed from this 6,700 square feet of space in the City Hall to 20,000 square feet in the "Homer Laughlin Annex;" provisions for the accommodation of the public by way of tables, chairs, etc., being added in proportion to the increase of room.

Within two years, this enormous increase in facilities was already outgrown by the public use and demand. In September, 1908, the library was again moved; this time again multiplying its accommodations and floor space by three. Within less than three years, then, the facilities of the library have been multiplied by about nine.

When the Public Library, then of 6,000 volumes, was removed from the Downey Block to the City Hall, in 1889, the institution

was closed for two months—to arrange itself. In 1906, when more than 100,000 volumes were moved, the library was not closed for a day. Every department, except on the date of its actual removal, was open either at the City Hall or at the Laughlin Building. The same thing was done in the recent removal. So far as can be learned, no other public library, or reference or special library, in the United States, was ever removed with so little hardship to the public, or without closing for from two weeks to six months. The latest removal of this institution, which made 287 dray-loads—besides some fifty dray-loads of new fixtures, placed in advance—began September 7, 1908, at 7 a. m. At 9.15 p. m., September 9th, the 115,000 volumes were shelved in the new stack-room. The whole library was open for business at 9 a. m. September 10th; and the various departments were available still earlier, in the order of their moving. Over 5,000 persons, by count, visited the library on the latter date. The organization of this removal was complete. The librarian had every detail in black-and-white beforehand; every stack, table, electric light was marked to the inch. The actual transfer was in the hands of trained workers; and the library staff—each department with its own system—worked earnestly and effectively.

The present quarters of the library cover 32,000 square feet on the third floor of the magnificent new Hamburger Building at Eighth and Broadway, one of the largest and finest modern structures in the United States. The library has over 500 feet street frontage on this floor. There are, besides, nearly 27,000 square feet for the Roof Garden; 10,000 square feet storage in the attic, and 3,000 square feet for a newspaper reading room in the basement. There is direct service by five Otis passenger elevators (with four more available) and two freight elevators, each capable of taking a dray with its load. The ventilation is by forced draught, supplying cold air in summer and warm air in winter, and changing the air every 30 minutes.

The electric lighting is on the basis of one 16-candle-power lamp to every 40 square feet.

The Reference Room is 38x136, or over 5,100 square feet; with 21 tables, and table seating capacity considerably over 200. There are also 3 seminar rooms, with about 1,000 square feet floor space, which is nearly half the public floor-space of the whole Reference Department in the old quarters.

The ceilings throughout are 16 feet high.

The general Literature and Reading Room is 28x144, or over 4,000 square feet, with table seating accommodations for over 150. This is double what this department had in the old quarters.

In the Laughlin Building there was not room to add one more stack without impinging on the already too narrow public space. In the new quarters there is a stack room containing 160 stacks, as against the 74 in use in the old quarters; and with room for 160 more in a second tier. Beyond this, nearly all the old shelving has been utilized in the various rooms. There is comfortable space here for 300,000 volumes; while the old quarters were crowded with 115,000.

The Juvenile and School Departments (two rooms) occupy 1880 square feet—as against 560 square feet in the old quarters.

The Fiction Department has 1300 square feet as against 500 square feet before.

The Work Room (including lunch room, kitchen, and rest room for the young women of the staff) occupies 4,800 square feet, as against 3,500 in the old quarters.

The tables, stacks, and seating capacity are more than doubled. So is the storage room. The Roof Garden is of nearly four and a half times the former area, and covers more than half an acre. About 1,600 square feet of this roof garden is screened from the public as an outdoor noon-day rest-room for the young women of the staff. It will take over three car loads of soil (prepared according to scientific specifications) to fill the plant boxes of this roof garden, which are two feet deep and two feet wide and in lengths of 8 to 12 feet, of two-inch redwood, braced and bolted. Besides these boxes, there will be some fifty ten-hoop barrels. This garden commands a 360-degree horizon, covering the city, the mountains, and the sea. It is reached by five elevators. It is hoped to install the garden fully in 1909.

The rent for these quarters is \$1,125 per month, as against \$1,100 per month for about one third of the space in the building from which the library has just been removed—and as against \$600 per month for about one-eleventh of this space which the library was obliged to pay during the last of its tenancy in the City Hall.

This transfer involved 3,000 work-hours by trained movers, 1,700 work-hours by the young women of the staff, with eight pages, all under the direction of the librarian. The Board of Directors, at its next following meeting, passed a vote of thanks to the librarian

and the staff for the efficiency with which the work was conducted.

This step of removing the library was taken by the Board only after careful consideration and business precaution. The first problem involved was as to whether the new location was not "too far from the business center." This was obviously a matter not for guess-work but for statistics. An actual count was made of passenger traffic on all blocks concerned in such a consideration; and statistics were also made of building activity on these blocks. The result of this census—the first ever made in this city to show the trend of business and of passenger traffic—led the board to approve a removal to a point several blocks south of what had been considered "the business center." The actual results in increased patronage have fully justified the action of the Board. In all its history the library has never had so much use, so much visitation, so much growth, as since this removal. The detailed report of the Librarian shows more fully the really astonishing results secured. It is enough to say that with a net gain in registration averaging over 636 per month since this removal, and with a total registration which in proportion to total population has no near approach in the world, no mistake was made in this transfer and this multiplication of facilities.

The most businesslike index of the usefulness of any public library is its registration of active card-holding borrowers. Two years ago, for the first time, this recorded use of the library was brought down to actual figures. Last year the net gain in registration was 1,682—the largest known gain in our history. Last year the reform in registration rules was made effective; and the public response was immediate and overwhelming. During the present year, the net gain has been 5,735, or over 300 per cent. This is actual net, and does not include expired cards (which used to be counted here, as they are still counted in a good many American libraries.)

At the time of the removal of the Library to its present quarters, three months ago, the active card-holders numbered over 36,000. In the same month of the removal the net gain in membership was 659—an absolutely unprecedented growth. In October the net gain was 806—again breaking all records, not only in fact for this library, but in proportion for any other library. The gain for November was 444. That is to say, in a population claimed to be 300,000, nearly 39,000 persons are now active card-holders in the Public Library. This extraordinary fact is more fully dealt with by the Librarian in his report.



The astonishing growth in registration is fully paralleled by the increase in circulation. Last year the total circulation was 584,000 in round numbers. This year it is over 707,000 in round numbers—not counting circulation of pictures. This gain of twenty per cent, while far less significant than the increase of enrolled card-holders, is nevertheless an extraordinary evidence that this library is steadily and rapidly progressing in its usefulness to its community. As shown by comparative statistics in the Librarian's report, few libraries in the country rival this growth. It is to be borne in mind, moreover, that the most vital work of the library, its internal use, is not represented by recorded figures. Gratifying as it is to note the progressive use for amusement, as shown by the statistics of circulation, the more serious utility of the institution to the hundreds of persons who daily crowd the tables of our great study rooms has more than kept pace. This library three years ago abandoned the futile attempt to count as "circulation" the opening of a book in the library. Libraries of this size and use no longer need to "play to the galleries" with fanciful claims as to circulation. The patrons of the General Reading Room and the Reference Department use from one to fifty books apiece at each visit. The actual consultation of books by them greatly exceeds, each year, the 707,000 circulation of books taken home. Borrowers can take but two books away at a time, whereas they can consult any number whatsoever in the library. The only statistics available or necessary as to this chiefest use of the library, is the fact that we have more than doubled the accommodations; and that they are already about as fully utilized. It is a little startling to find how quickly the public need overruns provisions which seemed liberal, not to say extravagant. Any one who can fully remember the public quarters in the City Hall less than three years ago, and who will look for vacant chairs and unused tables now that we have multiplied these accommodations by about four, can understand something of the problems which confront the Board.

The prophecy of the last annual report has been more than fulfilled. A couple of departments showed losses in activity, due to a reduction in number of volumes. As was said then, "The remedy is easy—buy more books."

This year every department of the library shows a handsome gain both in books and in the activity of them; in most cases a gain which establishes a new record for the department. The library

has never had a bona-fide gain, in any one year, equal to the record of 1908.

In the broadest form, the gain in circulation over last year has been by departments as follows:

|                          | Gain   |
|--------------------------|--------|
| General Literature ..... | 18,158 |
| Magazine.....            | 7,650  |
| Juvenile.....            | 21,677 |
| Fiction.....             | 68,083 |
| Branches.....            | 7,150  |
| School.....              | 382    |

The total accessions for the year number 18,610. The discards number 1,962. Total number of volumes in the library November 20, 1908, is 117,804. To this should be added in fact some 6,000 volumes of periodicals which are not included in this list. 26,973 books have been mended. This is the largest number of additions ever made to the library in a year. Besides this there are about 3,500 volumes in the Accession Department not yet put on the books, and not counted in the total number of volumes.

In the purchase of books this library still seems to stand not lower than sixth in the United States, its expenditure for this purpose last year having been nearly \$24,000. For periodicals it expended, in addition, over \$2,100; and for binding over \$7,200.

Apparently no other public library in the country has paid so much for rent—our expenditures for this purpose for the last year being nearly \$16,000. Other public libraries have found Mr. Carnegie or their own people, and are exempt of rent.

The pay roll can afford comparison with that of any other public library performing a comparable service. See tables page 115 in the 19th annual report of this library.

No less important than the removal of the library to more adequate quarters, is the provision which will, it is hoped, give this city an adequate library building of its own under the plan worked out by Director Marshutz, approved by this Board and by the City Council, and to be submitted to the voters of this city at a special election, February 2, 1909. Briefly, this plan provides a half-million-dollar library building for this city without incurring one cent of additional expense. The charter fixes the library appropriation. Out of that appropriation, by strict economy, the Board

undertakes to pay interest and sinking fund on a bond issue for \$500,000 for a library building. The plan proposed by Director Marshutz, and the amendment to the city charter approved by the city council, and to be submitted to voters at a special election, is contained in an appendix. (Charter Amendment No. 24).

No other city of this size in the United States is without a library building of its own. Some cities like Boston, Chicago, New York, and San Francisco provide this vital educational function by direct taxation. Some cities, like Washington, D. C., Pittsburgh, etc., rely on the generosity of an active non-resident millionaire. No American city, so far as is known, has had the opportunity to build this necessary monument so easily as Los Angeles can now do it. No city in the world is better entitled by right of material growth, by right of educational progress, by right of standards of intelligence, by right of active use of its public library, to own its own building.

This city is already far better supplied with branches in proportion to volumes, and of population, than any other city in the United States, with the exception of a smaller city. There is constant pressure for new branches. Many sections of the city are urgently demanding the establishment of new branches, and are willing to pay the expenses of the initial year. It is with regret that the Board finds itself unable at present to supply these branches. The most vital problem of any such institution is one of proportion. The main library must be kept effective for its enormous use. So long as we have twice as many branches in proportion as Cincinnati, Boston and New York; and about five times as many as Buffalo, Providence or Chicago, we cannot rob the main library by further branches; and since the demands on the main library are far in excess of those of any other American public library, according to population, our efforts must be chiefly devoted to the main institution. The branches, however, have received far more attention in the last three years than in all their previous history, and are given in service, volumes and expense a most generous share in proportion to the total library service. Their permanent stocks have been systematized and filled out; and in the book purchase they have had considerably more than their proportionate share.

The whole service suffers from lack of workers. While we are not so badly off as the public library of the District of Columbia, which has lost more than one-third of its force in the last year by

resignation, we have had a very serious loss by resignation for matrimony or for better-paid positions in other libraries, and for other reasons. Every department of the library is more or less crippled by this shorthandedness. Nevertheless, the standards of admission are held as high as ever. The twenty-first training class in this library—which was the first in America to establish such an apprentice school to recruit its own staff—has six members of very promising quality. This will supply about one-fourth of the shorthandedness caused by the year's resignation.

The duplicate Fiction List—a device invented in the East a dozen years ago, and now in use in practically every important American Public Library—continues its success. It meets the excessive demand for the latest novel without tax on the ordinary functions of a public library. It is not only self-supporting, but adds largely to the ordinary fiction equipment of the library. Established January 15, 1907, it has this year made a gain of 33% in use and revenue. It is to be extended to the branches.

One of the gratifying developments of this library is in the department of Documents. It is coming to be realized that a public library of the magnitude of this, for instance, has other functions than those of mere amusement. The United States government supports, at great expense, a department to supply official information in all lines of material progress to those that care to ask for it. Progressive public libraries have within a few years discovered the value of this national provision. The Los Angeles Public Library stands among the foremost in the country in its utilization and systematization of these text books issued by the national government, by state governments, by cities, commissions, national congresses of mothers, physicians, etc. The utility of a public library to municipal governments—to the city clerk and county clerk and city health officials and city council, the mayor, the city attorney, and others, is barely beginning to be recognized. But there is no department of the city which cannot find in the Los Angeles Public Library competent assistance in its own special line. If it has taken a long time for the city officials who are more or less implicated with every city library to realize that these libraries contain the latest information as to anti-tuberculin tests, petrolithic pavements, initiative and referendum, civil service, sewerage, and so on, they are at last learning. And the material is here. We are corresponding not only with the government Department of Public Docu-

ments, but with every state, municipal and other organization here and abroad which issues documents, reports or statistics covering the results of scientific research in every single department of modern life. The development of the department of Public Documents in this library is one of the best and most gratifying indices of its serious service.

The Nineteenth annual report of this library (printed in a substantial pamphlet of 120 pages) has had not only circulation throughout the civilized world, but is used for consultation and as a text book in a large number of libraries in the United States and even in foreign countries. Libraries even in Japan use this report as a guide in building up in their awakened nation the organized service of books to the public.

In its expenditure for new books and for binding, this library ranks among the foremost. No other public library of the same responsibilities has to expend so large a proportion of its total income for rent. But the same public utilization of books which forces the Board to approve these rentals, calls for expenditures in new books, replacement, binding, and periodicals, out of all proportion to the total revenue of the library and the population of the city, as compared with any other population.

The present content of the library is in round numbers by departments as follows:

| Department              | Vols.<br>Gain | Total<br>Vols. | Circulation |
|-------------------------|---------------|----------------|-------------|
| Reference.....          | 1657          | 21,189         | .....       |
| General Literature..... | 1560          | 35,839         | 90,522      |
| Fiction.....            | 4387          | 29,578         | 289,903     |
| Juvenile.....           | 2482          | 16,006         | 84,360      |
| Branches.....           | .....         | .....          | 191,456     |
| Documents*.....         | 3013          | 19,138         | .....       |
| Magazines.....          | .....         | .....          | 39,179      |
| School.....             | .....         | .....          | 9,247       |

Besides 1640 Duplicates.

This table and others elsewhere in this report show that while the library pays full attention to the demands of recreation, it ranks with the foremost reference libraries of this country, and perhaps ahead of any other public library in America, in its provision for study. In the judgment of this Board, a public institution of

this sort, maintained at an expense of over \$100,000 per annum, must be something more than a playground. It is meant for a workshop. In literature, in history, in art, as well as in many other departments of scholarship, it plans to give its public the very best available documents. In art, architecture, etc., it is the recognized leader west of Chicago. It has this year added to its tools for scholarship an expert library of the very best text-books in all the Applied Sciences—since in the judgment of this Board “scholars” include not only Greek professors and art amateurs, but young men who desire to become electrical engineers or mining engineers or chemists.

Among the most obvious and vital duties of this library is that of providing the material for study of Western history. For seven or eight years it has been working in discharge of this duty. In the last three years this work has been experted and accelerated. Along with the special attention given this department, a great many “accidents” have happened in favor of those people who would like to know a little, or much, or all, about the history of California and the West, and who are not satisfied with the entirely incompetent printed histories which now exist. In its department of Americana this library probably surpasses any other public library in America in its collection of printed works, of which many are rare and costly; and it is unquestionably first in its collection of unpublished and necessary documents on the history of the community which it serves. This is explained more in detail in the report of the Librarian, to whose expert knowledge and authority in this field, and wide acquaintance among historians, this special growth is due. We have secured within a year, four indispensable unpublished sources as to California history, not one of which is contained in any other public library in America, and not one of which is adequately used by Bancroft, Hittell or any other historian.

The Board thanks this staff for earnest and effective work throughout the year, not only in ordinary routine but in the severe test of the library removal under conditions in which the convenience of the public and not of the staff was the first consideration.

The Board also thanks the Librarian, Dr. Chas. F. Lummis, for extraordinary creative work continued to the advantage of this library and this community. He has met and overcome, with dogged heroism, a long siege of pain and ill health, without any loss whatever of efficiency. His practical experience in architecture and

construction, and in the management of men, are again indicated in the successful removal of the library without closing. His international standing as a scholar has been of constant use to this library in building up its historical departments. His patience, single-heartedness and unselfishness have been felt in every department of the administration.

The report of the Librarian appended, is hereby adopted as an official part of our report, and is made our own act, in compliance with the charter of the city of Los Angeles.

Respectfully submitted,

Signed: ISIDORE B. DOCKWEILER, President.  
HENRY W. O'MELVENY.  
S. G. MARSHUTZ.  
WILLOUGHBY RODMAN.

Dated December 14, 1908.

Attest: Pearl E. Gleason, Clerk.

## LIBRARIAN'S REPORT

To the Honorable,  
 The Board of Directors,  
 Of the Los Angeles Public Library.

Gentlemen:—I have the honor to report to you, herewith, the receipts and expenditures of this library for the year ending November 30, 1908; and thereafter to present its growth as a library during this year, its present status, its needs, and its relative standing among American public libraries.

The four mills on the dollar allowed by the City Charter gave us last year \$106,070. The City Auditor has this year allotted us us \$106,000. This may indicate a decrease in the city assessment.

### FINANCIAL REPORT, NOVEMBER 30, 1908.

#### Receipts.

|   |           |            |
|---|-----------|------------|
| November 30, 1907—Balance Petty cash                          |           | 2,162.59   |
| Received—   |           |            |
| Balance of appor. 1907—8 Dec. 1, to<br>July 1, 1908.).....    | 80,704.63 |            |
| On appor'ment, 1908—9 (July 1, to<br>November 30, 1908.)..... | 35,883.38 | 116,587.74 |

#### Miscellaneous Receipts.

|  |          |          |
|--|----------|----------|
| Fines—                                 |          |          |
| Main Library.....                      | 2,463.13 |          |
| Branches.....                          | 539.88   |          |
| Dup. Fiction.....                      | 160.41   | 3,163.42 |
| Dues.....                              | 33.75    |          |
| Duplicate Fiction.....                 | 1,112.40 |          |
| Finding Lists.....                     | 8.50     |          |
| Reserve Postals.....                   | 72.08    |          |
| Lost Books paid for.....               | 143.36   |          |
| Insurance Rebate.....                  | 15.85    |          |
| Damaged Books.....                     | 1.41     |          |
| Books Sold.....                        | 3.85     | 4,554.62 |
| November 30, 1908, Overdraft, Auditor. |          | 5,781.87 |

\$129,086.82



## Expenditures.

|   |           |           |              |
|---|-----------|-----------|--------------|
| November 30, 1907, Overdraft, Auditor.  |           |           | 7,189.12     |
| Books.....  | 23,791.51 |           |              |
| Periodicals.....  | 2,115.24  |           |              |
| Binding.....  | 7,200.30  | 33,107.05 |              |
| Salaries.....   |           | 53,344.42 |              |
| Rent, Main Library.....   | 13,000.00 |           |              |
| Rent, Branches.....   | 2,891.00  | 15,891.00 |              |
| Furniture.....  |           | 4,476.35  |              |
| Lighting.....   | 1,232.43  |           |              |
| Printing.....   | 1,164.02  |           |              |
| Supplies.....   | 1,150.54  |           |              |
| Expense.....  | 2,836.43  |           |              |
| Postage.....  | 459.00    | 7,034.07  | 113,852.89   |
| Insurance .....   | 191.65    |           |              |
| <hr/>   |           |           |              |
| November 30, 1907.—   |           |           |              |
| Petty Cash Receipts transferred from Library fund<br>to Departmental Receipts Fund, (covering a<br>period from July 1st, to Nov. 30, 1907)..... |           |           | 1,327.60     |
| November 30, 1908.  |           |           |              |
| Cash Deposited in Departmental Receipts Fund (cov-<br>ering period from Dec. 1, 1907—Nov. 30, 1908)..   |           |           | 4,554.62     |
| November 30, 1908—  |           |           |              |
| Balance, Petty Cash.....  |           |           | 2,162.59     |
| <hr/>   |           |           |              |
|   |           |           | \$129,086.82 |

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LIBRARIAN'S REPORT OF THE CONDITION  
OF  
The Los Angeles Public Library

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Three years ago, in presenting my first annual report to your honorable body (the 17th published report of this library) it was with the feeling that in later years these documents must become less interesting to be written and less interesting to be read.

But this was a mistake. Each succeeding year has proved more interesting in literary material—and, if we may trust our letter files, no less interesting to the public. These reports are read and consulted not only by librarians, but by students. The possibilities of growth in this community and in this library, not in the mere routine of handing out books (sometimes supposed to be the main reason for a public library) but in creative thought for extension in business facilities and in scholarly activities, have opened more broadly each year, and have a very reasonable promise to keep growing. While the reforms set forth in the 17th Annual Report outnumber, in volume and magnitude, all those of record preceding, we have found the need of expansion and extension and growth constantly increasing; and I believe each report shows this. It is the highest privilege of an institution, as it is the highest privilege of the individual, to be always able to learn and to grow. The more critically our record is compared with that of the foremost public libraries of the United States, the more, I think, we can afford to feel that we have done so very well that we shall have to do still better. Broadly speaking, no similar service in the United States is so effective. This is not only gratifying but stimulating. It means that instead of sitting down at leisure with our laurels, we must keep them fresh.

In no other year of all the thirty-six in which this library has been "*Decus lumenque civitatis*" has it been able to show so large a gain in physical and in spiritual growth. Materially, the removal to the new quarters was the largest task and has the largest result of any "improvement" ever made by this institution in one year. Details beyond indicate the magnitude and the success of this bold

step on the part of the Board to improve the public accommodations upon which a library service is largely based. In the extension of old, and the provision of new, avenues and aids for the most useful use of books; and in the response of the public to the increase of material and other facilities, as shown by the recorded gain in use, this year stands unprecedented. In circulation, in registration, in number of new volumes added, in money spent for new books, in money spent for periodicals, in money spent for binding, in addition of serious aids to study in many lines, we have surpassed our own best record—and this was already prominent among the libraries of the United States.

#### **A MATERIAL ACHIEVEMENT.**

Our removal of this library of 116,000 volumes from the Homer Laughlin annex to the Hamburger Building, September 7 to 10, 1908, is said to be unique in the history of public libraries, and also to equal the best local record of transfer, by any store or any institution, of an equivalent stock. The plan of campaign had been made out in black and white; our floor plans in the new quarters were not merely general but were marked to the inch for every stack, electric light, table and other furniture. In place of the fifty unassorted stevedores upon whom we had to rely at the removal of the library from the City Hall to the Homer Laughlin annex, we had a trained and responsible force furnished under contract by the Pioneer Truck Co. These men, most admirably trained by Manager J. E. Ramsey, were put absolutely under my orders; and I have never seen more willing and more competent workers. The simple fact that such a removal was made without interruption to the service indicates the efficiency of the arrangement, of the staff and of the hired movers.

It would be far easier for everyone concerned (except the patron) to close the library for a few weeks, and re-open only after it is settled in its new house-keeping. This is the custom throughout the country—and when this library was moved to the City Hall in 1889, with only 6,000 volumes, it was closed two months to “get in shape.”

But the public has the first right. If people wish our service badly enough to come for it even while we are moving, they should have the privilege. Doubtless many people staid away during this time of transfer; but an enormous number were patient with the exigencies of moving, and came up and got their books. Three

days after the removal began, we were in shape to give good service in every department; and on that third day, by count, over 5,000 people visited the library.

In this same month despite the upheaval, the still more significant proof of public use and appreciation was sealed by an unparalleled increase in registration. Over 1,800 persons signed cards as borrowers; and eliminating nearly a thousand cards expired by limitation, the net gain was the largest ever made in one month in the history of the library up to that time—namely, 659.

Aside from the praise I am glad to give the young women of this staff for the faithful daily work of this public institution, I wish particularly to record my gratitude for the cheerfulness, zeal and competency with which they met and conquered the very great extra tasks of removal in addition to their regular duties. Each department made its own scheme; divided its helpers into two "watches," one to superintend packing at the 'old quarters, and one to receive and shelve the books in the new library. From the business point of view, they made their schedules remarkably well. Personally, they had to be on duty from 7 a. m. to well into the night. It was different from removing a dry goods store, where classes are the unit of rearrangement, and where it makes no difference which bolt of five-cent calico is put on top of another bolt of ditto. These young women had to remove 116,000 books, each one of which books had to go to its exact individual place. They had to work at top speed, amid a procession including, in all, about 150 pretty active persons; with the handicaps of distance, truck-service elevator-service, moving the stacks and other furnitures—and many other complications. I feel proud of the manner in which they discharged this difficult duty.

The installation involved moving some 350 dray-loads of material; the book-arrangement upon nearly four miles of shelving; 3,000 work-hours by the hired movers, 1,700 work-hours by the staff besides continuing the ordinary routine of a library serving over 4,000 patrons a day.

The same reasons which have forced this board to remove the library twice within three years, in order to give adequate service to the public, indicate that this library should never be forced to move again except "once and for good"—namely, to its own building. Every other city in the United States, of anything like this population or importance, has its own library building. No other city in the

United States proves by actual use the same effectiveness of its public library. From every consideration of business and of scholarship and of local pride, this city should provide a building for this library; architecturally an ornament to the city, economically adapted to the demands of future generations; and professionally arranged to meet, better than any other public library now meets them, the recognized demands on a public library in its many departments.

### THE LIBRARY AS "BUSINESS."

When an institution of this sort acquires the dimensions that this has acquired—when it employs so many people, and serves so many people, and costs the community so much—it is plain to any sober mind that it must have some larger excuse than mere time-killing, or even than the politer term "Recreation." I would be last to deprecate the esthetic side of a public library, or its use for mental luxury of whatsoever grade—from fiction to the Better Hunting of the Specialist. But any public utility of this size has to be "business" in its administration; and it must also, I believe, show a business justification beyond that just referred to. This is perhaps the weakest point in the relation of every public library to its public—that it has not yet shown its business men what business advantage it is to the city. That is the chief reason, probably, for the luke-warm interest notable in most American communities on the part of merchants toward the library. They look upon it too much as of the recreative function, for which, indeed, it has been too exclusively used. Every public library is going to have to face, sometime, the challenge of its business community as to its actual money's worth. I would rather anticipate that challenge than wait to "meet" it.

This most generous community will gladly maintain what it believes this library to be worth as a recreation and culture center. But when this practical community realizes that beyond its enormous culture-use, this library is a great work-shop which provides, in the most universal way, and at the greatest economy, those things which count for the material as well as for the esthetic growth of the city—then we shall have not only generous tolerance but active support. When the wholesalers and jobbers and merchants and bankers and doctors and lawyers of this city discover in this library what it really is, and what it is more and more and inevitably becoming, we shall no longer be the only American city of this dignity ashamed of not having its own library building. We shall no longer need to cut our garments short, and underpay our attendants, and

skimp our purchase of books. When they understand that we provide not merely time-killers but time-savers, not only novels but text books; that we prescribe not only for women and children but for motormen and surveyors, and electricians, and carpenters and painters, and for the architects who determine the face of the city; that we have on tap official information from all other cities, states, and nations, covering almost every question that ever comes up to our City Clerk, City Council, Mayor, and Auditor, and that there is no line of modern invention or business or achievement in which we cannot give a business man as much help as we give the school girl with her "Dotty Dimple" story—in other words, when the business community finds out what a business asset a library is, not only as a soothing syrup for our women and children and tourists, but as an extra clerk within telephone call of their own desks, then both the community and the library will be better off.

That is what we are here for. That is what we are doing. This library has had the good fortune to establish several enviable records as for the profession. I would like to see it the first public library in the world to get really "next" to its business community—including in "business" here the same class we have included among "scholars;" namely, the young men and young women (or old men or old women) who can fit themselves in and by means of, this institution for a business career, and who could not otherwise do it.

If we can get the attention of the business community we can satisfy it. As an educational and recreative function, as an attraction for the class of people whom we invite to citizenship, as compared with our own best records and with the utilities of any other public library in the world, and as to the business methods and thoroughness with which we are trying to make this library an institution upon which, for instance, the architecture of this city largely depends, and without which even the city ordinances will not be as wisely made as they would be with the help the library stands ready to offer—we "have the goods". There are very few business men in this city to each of whom it would not be a revelation to discover what this public library can do for him in anything he wishes to know about oil wells, or wireless telegraphy, or mines in Mexico, or methods of irrigation, or the shipment of oranges, or almost anything else.

One of the next activities of the library will be to try to convince him of this fact.

\*See letter to business men, appendix.

And speaking of "business". The City Auditor's figures indicate that from the total expenditures of this municipality, only 12.33 per cent. goes to "permanent improvements," while 64.39 per cent. is for salaries. Our library expenditures this year were 33 per cent. for permanent improvements, and 46 per cent. for salaries. Incidentally, this may be compared with the percentage of salaries to total expenditure paid by the following prominent public libraries:

|                   |            |
|-------------------|------------|
| Milwaukee,        | 65.58      |
| Washington, D. C. | 60.35      |
| Philadelphia,     | 54.51      |
| Boston,...        | 53.18      |
| New York          | .... 51.86 |

While our internal use far exceeds that of any other public library; while we have more seats for the public, and these seats are more constantly warmed; while no other reading and study-rooms show such a multitude of persistent patrons—the outside activity per volume taken from the library is equally striking. Though 40,327 (or 34.14 per cent.) of all our books are for reference in the library, and do not "circulate," the actual taking out of books from this institution averages for ALL volumes 5.97 times each per annum.

For the 77,477 volumes which do circulate, the average is 9.14 times each per annum.

The actual use of the total library, inside and outside, would fully double this extraordinary figure.

In direct service of books to the public—in finding, charging, discharging, explaining—our staff handles at least 10,000 pieces daily every business day. This is besides the enormous routine of registering 17,000 card holders a year; ordering, accessioning, classifying, cataloguing, numbering, plating some 18,000 books a year; mending 30,000 to 50,000 books a year; making scores of reading, bibliographical and other lists and catalogues; the enormous routine of selecting books; of rearranging thousands of volumes upon the shelves daily; of a use of periodicals probably surpassed in no library in America; an enormous correspondence with national and state governments, with scholars, patrons, investigators, borrowers, and questioners throughout the world; the routine (more intricate here than in any other American city) relating library orders and expenditures to the municipal auditing—and so on.

Comparative statistics show that in proportion of work done, this public library has the most active and economic service.

### **SOME "PRACTICAL" USES**

We have made a good many reforms in the last three years in our methods of business and of scholarship. In my judgment, none will prove more important in its results than the innovation quietly put into effect this summer as the logical sequence of a policy determined last year. The library has always been as useful to students as it knew how to be. It keeps "learning how." We have more and more made official, of late, our belief that "students" include not only Greek professors and art amateurs and women's clubs with an imminent paper, but all persons who Wish to Learn. We have recognized, as a theory, that the painters' apprentice or carpenter, or the cement man are quite as much entitled to find in a public library the material for their special equipment as are the linguists, or the dilettanti. This summer, profiting by the example of the Pratt Institute in Brooklyn, and by the public spirit of its recognized authority, Mr. Stevens, who experted for us our lists, we ordered the beginnings of a Department of Applied Science, with a purchase of over \$2,000 as a starter.

This means that our great Reference Department will not only furnish dictionaries, encyclopedias, maps and all the other text-books for club papers and High School debates and serious research; but that it will have an active sub-division in which any boy or man—or woman or girl—that wishes to become a chemist or an electrical engineer, or an assayer, or to follow up any other of the Applied Sciences—can find here the very best tools for that profession; the most reliable and up to date. I believe that within five years no other one utility of this library will be so much used; and I believe that no other equivalent outlay will do more good to the community.

Among the most business-like and most gratifying activities of the library is the Document Department, established under this administration upon the solid foundation laid by Miss Anna Beckley in the reference department. During the year this department has made admirable progress, in spite of that lack of working-force which is felt in every corner of the library. The hundreds of thousands of dollars spent every year by the national government, by states, and cities, by commissions, associations and so on, are not wasted. The format is on the average uninviting, in comparison



with the new novel whose cover is expected to help sell it. But inside these dull-looking volumes is contained the best results of the foremost experts in the United States in their investigations of almost every problem of education, health and state-craft. This library has of late pursued a very active policy in assembling this material; and also in bringing it to use. Several interesting and valuable papers showing the help of this department to the other departments of a municipality have been presented at library conferences. The California State Library and the California Library Association have taken the matter up. Several of the smaller cities of Southern California have turned to this library for information as to the material problems which beset every American city—and we have been able to serve them promptly and effectively. What I have said elsewhere about the business aspects of a public library, includes this. Such common material problems as paving, sewers, aqueducts, anti-tuberculin tests, oil wells, park regulations, wireless telegraphy, gardening, tariff, freight rates, initiative and referendum, recall, Eucalyptus trees—probably no city clerk and no city council now extant knows all that is of record on any of these subjects. There is none of these subjects, and no other subject likely to engage any branch of the city government, in which this library is not prepared to furnish invaluable information as to the experience of the rest of the civilized world in the given item.

### **BONANZAS IN CALIFORNIA HISTORY.**

Probably no other public library is cross-examined by so many people—whether by casual query or for serious investigation—as to regional history. This is because no other American community is so largely composed of people who were not born in it, but who have come because they chose to. For years this library has made it a policy to meet this demand. It has built up a department of California and Southwestern history, which, in proportion of total volumes and of population served, has probably no equal among American public libraries. More and more, also, it is supplying the necessary books and data for serious study of this region. It now possesses the most important working tools for the study of all Spanish America—particularly Mexico, New Mexico, Arizona, and California. Many of these works are costly and scarce; but in pursuance of its obvious duty, the library has secured them—beginning long ago, through the unpaid assistance of the present li-

brarian. In like manner it has also probably the fullest equipment of any American public library for the study of ancient and modern Spanish, and of Spanish-Americanisms.

Far more of the intimate history of California and its collaterals is unpublished than published; and the serious student needs the "unedited sources" even more than the printed books. In this department the Los Angeles Public Library has been more particularly fortunate within a few years—dealing, through a recognized authority, with the generous spirit of those specialists upon whom the whole country depends for this specific work.

This library now has certified copies of everything vital to California contained in the unique "Ramirez Collection"—the Diaries of Junípero Serra, Escalante, Anza, Garcés, Vildosola, etc.—to say nothing of Font, Gordon and other of the first and most important chroniclers of California and the Southwest. It offers students many of these original sources which are unpublished, untranslated, none of them adequately used even by the historians who knew of them, and some of them hitherto unknown even to specialists.

That remarkable contraband trade with California (in the beginnings of the last century), in which a few of the most adventurous English and New England ships were engaged, has never been reasonably described nor even understood. Along in the Eighteenth-thirties, the brilliant Harvard boy Richard Henry Dana gave us, in his little book "Two years before the Mast," a classic of wandering; but very little historic information either as to California life or as to that remarkable phase of international relations in which he was the only notorious actor and chronicler.

Yet much of the history of California takes color from this traffic which involved the relations of the United States with Spain (and its chief province, Mexico,) and Russia, and the common enemy, England; and which no less illustrates the patriarchal life of California a century ago.

If historians have ever found, they have never used, any material so important and so illuminative to this significant phase of California history as is the remarkable record of "the Mercury Case" secured in Mexico this year by this library—a manuscript of 1137 pages comprising the original documents, proceedings, letters, etc., in the only known case in which a contraband trader on the Cali-

ifornia coast came to full trial of which official record was left. This "find"—absolutely unknown to Bancroft and other historians (though they heard of the bald episode)—throws more light on this curious invasion of the Spanish possessions on the Pacific by adventurous Yankees; on the markets, products and imports of California at the time of the war of 1812, than any as yet discovered. It was by happy accident, and through the relations of the librarian with other Americanists, that the Los Angeles Public Library secured this extraordinary unknown chapter of California history.

June 2, 1813, the armed Boston ship "Mercury" was seized near Pt. Concepcion (and taken to Santa Barbara the same day) by the armed Lima merchantman "La Flora", commanded by Capt. Nicolas Noé. The "Mercury" was commanded by Capt. George Washington Eayrs (spelled in various ways by Bancroft), a Boston Yankee who was engaged in hunting seal and otter skins on the California Coast for a dozen years. He evidently learned the profits to be acquired in smuggling; for he had ten vessels engaged in the trade when he was "caught with the goods."

The precise Spanish legal procedure was gone through in his case; and it is all recorded here—the full inventory of his ship and cargo, his correspondence with the Viceroy of New Spain, and with his brother and the ship owners in Boston, along with many furtive notes from the missionaries and other prominent citizens of California, "making dates" with him; his bills of sale, showing the liberal purchases of rather expensive goods, and the prices paid in money and in otter skins.

This is one of the most important documents on Coast history in the early part of the pastoral era, and gives us not only prices current, but an inventory of the imports and exports of California at the time of the second war between the United States and Great Britain—with which, by the way, Capt. Eayrs was by no means in sympathy. He feels that his native land "made a great mistake" in going to war with the mother country, and complains that it has cost him and his backers several thousand dollars. His relation of experiences as a Boston trader to the Pacific—dealing with India, the Sandwich Islands, the Russians in Alaska and at Ft. Ross in California, and the Spanish possessions in California, is wonderfully illuminative.

Capt. Eayrs complains bitterly to the Viceroy of "barbarous" treatment by his captors; but apparently the Californians were as

full of official red-tape and personal hospitality in his case as has always been their habit. The document includes receipts for money given him (from the personal pocket of his captors) at the rate of \$1 per day during his entire captivity, and the record of a legal procedure as exacting and merciful as any country could pursue. The testy Captain is a pretty good singlehanded prevaricator. He maintains in his letters to the Viceroy that he touched California only for water and provision; but his own bills of sale prove him false. He is careful not to mention in any letters to his pious Boston relatives, the Kanaka lady who accompanied him; but complains bitterly to the Viceroy that a slave boy whom he had purchased and presented to "My Girl" had been confiscated.

In the early days of 1806, one Jose Sevilla, who had been a citizen of Monterey, California, for fifteen years, went down to Tepic (on the northwest coast of Mexico) with petitions to be made a Coast Guard for California against the active contraband trade by English and American vessels. The royal order, forbidding this traffic, had been published in Monterey in August, 1805 and was but a repetition of Spanish ordinances covering centuries. Spain is the mother of "protection," and enforced the most perfect system ever attempted by any nation. She went beyond tariff to prohibition. This was the basic cause of the loss of her colonies, which covered nine-tenths of the populated area of the Western Hemisphere when they revolted.

Señor Sevilla relates that those commands are openly broken; that every year foreign vessels with contraband goods enter freely into all ports, and trade not only with the missions and the citizens but often with the military and naval commanders, all the way from San Francisco to San Diego. These foreign ships are so bold as to careen at the "Ysles of Santa Catarina" where they "trade with the natives and the citizens."

Señor Sevilla writes himself "An Apostolic Roman Catholic, by the grace of God; a Spaniard by birth, born at Agualulco; forty years of age; of estate, married; and a saddler by profession," He sets forth that these foreign ships bring goods over from the East Indies and from Asia, and sell them for money and otter skins. He prays that his commission as guard authorize him to arrest and seize all such contrabands; and that the governor of California and the military and naval commanders shall not vex or injure him in person or property for such action.

Among the articles which Capt. Eayrs smuggled to the willing Californians were camel's hair shawls, Canton crepe, white nankin (at \$9 a bolt) silesia (at \$29 a bolt) double serge, English blankets, fishhooks, gunpowder, shoes, bedspreads at \$9 each, silk kerchiefs at \$20 the piece, Canton canvas at \$13 a bolt, sewing and embroidery silk at \$12 for 22 ounces, linen thread at \$7.50 for 22 ounces, English linen at \$12 a bolt, Chinese silks at \$10 a bolt, common cotton sheeting at \$11 a bolt, plush at \$29 a yard, "Sugar Candy" \$10 a keg, red cloth at \$9 a yard, a sextant at \$300, false pearls, hardware, crockery in great quantities, and cotton cloth beyond the dreams of avarice. "Fray Luis" [Martinez] at "San Luis" [Obispo] bought one bill of \$2,134; and others did about as well. In return, the trader paid \$5 to \$9 for sea otter skins, 6 to 8 cents a pound for the best flour, \$6 to \$9 each for bullocks, \$7 for hogs, \$5 for a sack of beans, \$6.25 per hundred for candles, \$8.25 per 150 for eggs, \$9 for 13 hens, \$4.75 per bladder of lard, three cents a pound for tallow.

At the same time the "Flora" put down to San Blas with its prize and cargo of exports from California—including over 1,600 bladders of tallow for Lima, 234 rawhides, 120 rough wool blankets and a quantity of frieze, besides salted sardines and salmon, and a few barrels of brandy and wines, and seeds, and (the forerunner of a national industry) a large box of dried peaches.

This library should of course, as soon as it can, publish this entire archive. †

So far as is of record by their publications, no other public library has acquired within a dozen years so many so fundamental historic documents relative to its community.

In the same class with the Serra, Costansó, Anza, Garcés, Escalante, Font, Eayrs, and other "original sources"—and the Benavides accessible through the librarian, who owns the seventh known copy of this rarest and most valuable printed title of all Americana, and who is preparing for publication the authoritative reprint and translation of it—falls "The Gordon Ms.," unknown to historians, unused and inaccessible to the world's scholars, but now available through this library.

This is the *Historia de las Misiones Jesuitas en la California baja* ("History of the Jesuit Missions in Lower California," from their establishment in 1697 to 1737) by William Gordon, a Scotch-Spanish Missionary who has given us here a most important account

of this remarkable pioneering. It seems odd for a Scott to be writing Spanish; but this one did—and good Spanish, and in a beautiful Spanish hand. This "Historia" is a well-preserved manuscript of 339 pages of his original autograph diary, and is owned by Edward Ayer of Chicago, who has lent it to be copied for this library. Bancroft knew nothing about this remarkable manuscript, which is far more important than most of those upon which he does depend; and has but a bare mention of the name of this extraordinary character.

Gordon was a missionary at the Mission of Nuestra Señora del Pilar (in Lower California) by 1734; and the stirring events of the following years, the character of the Indians, the privations of the Missionaries, and in fact a history of the whole earlier life and customs of that region, are given with a simplicity of manner and singleness of purpose which, as Quaritch says, "Remind one of DeFoe's magical narrative."

A certified copy of this priceless work is being made for this library; and probably an English translation will follow.

For more than two years Miss Anna Mc.C. Beckley, Principal of the Reference Department, has been following up a clue for this manuscript. She searched for it in Boston, and its great libraries, in Seville, in Madrid and elsewhere in Europe and America. Finally she ran it down in the Ayer collection in the Newberry Library, Chicago. Having located it, it was easy to secure the generous consent of Mr. Ayer to a loan of the copy, since he has been in the habit for many years of loaning to the present librarian his most priceless documents for the purposes of study. It is a fine example of that public spirit of scholarship which is growing in the United States; that the owner of such a treasure should be willing to hazard a unique work, worth in the market many thousands of dollars, and absolutely unreplaceable at any price in case of accident. So far as is known, no other library possesses a copy, nor even a digest, of this indispensable work.

We have now our certified copy of Father Font's Diary of the Anza Expedition of 1775, which marched from Sonora and founded San Francisco. This typewritten manuscript of 672 pages has been verified by comparison with the original manuscript in the John Carter Brown Library in Providence, R. I., under the supervision of its eminent librarian George Parker Winship. This is the only accurate copy extant; and of course as a working tool is much more handy than the manuscript original. This copy will be bound

in two or three volumes, with provision for inserts of illustrations of localities concerned, maps and comment. It is to be hoped that a critical translation may add another volume to this priceless series.

Another distinguished acquisition this year is a copy of the Report of the Warner's Ranch Commission, covering the history of the eviction of the Warner's Ranch Indians in 1902, their final transfer to the Pala Valley, and the fullest report anywhere of record upon 107 ranches in Southern California as to acreage, timber, miner's inches of water and other items. No other public or reference library in the world has a copy of this very important document of about 300 typewritten pages, with illustrations, maps and statistics relating to San Bernardino, Riverside, and San Diego Counties.

The library has also secured this year a duplicate of the card catalogue beginnings of a dictionary and encyclopedia of Spanish-America (from the Discovery, in 1492, to about 1850) the fruits of many years of prior work by the present librarian in digesting to a universal concordance-index the thousands of rare and costly Spanish and other "sources" which are available only to specialists and only in a few of the world's greatest libraries. This index already includes some 30,000 entries not accessible in any other form; and when complete will make an encyclopedia far larger than the Britannica—every biographical, geographical, statistical, political, and ethnological name, every term of folk-lore, every Spanish-Americanism, every historic mine, every industry—in fact, every title of the early history of the three Americas which can interest the scientist, investor or traveler.

#### BEANS WHEN THE BAG IS OPEN.

As to the service of this library, we may reasonably take Boston for purposes of comparison; partly because Boston is still recognized throughout the world as the center of American culture; partly because it is the farthest large American city from this, and the metropolis of the Atlantic seaboard, as this is of the Pacific. Boston has an enormous advantage in history, in fame, in wealth, and in population. Its public library is one of the oldest in America (founded in 1852) and by far the largest in number of volumes. It has nearly eight times as many books as we. If we could equal the Boston proportions, at this remote jumping off place, it should be no shame to us. We seem to equal it—"and then some."

Taking the current annual report of the Boston Public Library (as to which I shall make secluded remarks elsewhere) with its service to a total population of 560,892 (by the federal census in 1900, when we had 102,479); its content of 922,348 volumes at the contemporary report, as compared with our 117,804 volumes—I think it will be evident that we hold our own, at least in some respects. In our main library we have 101,929 volumes. In *its* main library—that magnificent jail on Copley square (which is called in Boston the “Central” Library, *lucus a non*)—there are 723,075 volumes. These had a circulation of 287,165—or .39 per volume per annum. That is, each volume may hope really to “circulate” once in about two and a half years.

The 101,929 volumes in our main library had a circulation of 513,211 or 5.03 each—that is, each volume circulates something over 5 times in one year, or is 13 times as nimble on its feet as the equivalent Boston volume.

If we take the federal census for population, and the latest recorded total number of volumes in the Boston Public Library and its branches, and the circulation of all of them put together, we get volumes per capita 1.64; and circulation per capita 2.76. By the same standards, Los Angeles would show volumes per capita 1.14; and circulation per capita 6.09.

But of course it is not fair to treat the early American Athens that way. Boston does not pretend to have gained in population, since the last census, either in proportion, nor even in actual persons, so much as Los Angeles. A local census of 1905 gave Boston a population of 595,380—a gain of 34,488 in five years. At this rate, it would be liberal to call the present population of Boston 615,000. We claim for Los Angeles, by virtue of school census, directory census, and other reasonable data, at least 300,000—a gain of nearly 200,000 in eight years. These figures of population can be applied by the curious to further comparisons, by way of the 1908 figures of the libraries of Boston and Los Angeles. Pursuing again the official statistics, it is interesting to compare the registration. Boston claims in its 1908 report 79,662 live card-holders, or 1842 more than double the number of *our* live card-holders. The net gain in registration in Boston for the year is 2,880; our net gain is 5,735. But, to quote that ancient Boston Delight-Maker, Sol Smith Russell, “Why mention bifurcated unwhisperables?”

Boston presents the anomaly of a caudal Cerberus—wagged in



proportion. That is, the main library, with 723,000 volumes, has a circulation of 287,000; and the 28 branches with 199,000 volumes have a circulation of 1,139,000—in round numbers. Boston has, beyond doubt, the handsomest, and possibly the least adapted, public library building in America; and the vast activity of its branches may well stimulate some student of statistics. The circulation of these Boston branches is per volume, 5.72.

In Los Angeles, the city does not own a single branch building, and we have only 15,875 volumes in that branch stock; but our branch circulation last year was 191,456, or 12.06 per volume—more than double that of the Boston branches.

Two of our most valued employes have themselves consumed several hours of our time, and have led me to burn considerable of my own, in a joint endeavor to construct capital or caudal appendage of the statistics contained in the Boston annual report—of 117 pages and a “Union” colophon. I think between us we have discovered the total number of volumes, the total circulation, etc. Apparently, also, the total expenditure of the Boston Public Library was \$341,750.56. Apparently, also, it has 287 on its regular staff, *besides* 167 “for evening and Sunday service”.

Our total expenditure for the same year is \$113,853. The total number of our employes, from librarian down to cleaners, is 92—including a sad proportion (some 20%) off on sick leave and for other adequate reasons. Therefore we have about one-fifth of the Boston staff, less than one third of the Boston expenditure; and less than one-half of the Boston population.

The Boston library pay-roll is \$16,121 per month; average circulation, 94,946 volumes per month; cost in salaries per circulation, sixteen cents and nine mills; circulation per employe, per annum, 2,368.

Los Angeles library pay-roll \$4,445 per month; average circulation, 58,719 volumes per month; cost in salaries per circulation, seven cents and five mills; circulation per employe per annum, 8,593.\*

\* The Chicago Public Library has a monthly pay-roll of \$10,748 and a monthly average circulation of 117,858; salary cost per circulation, nine cents and one mill. The New York Public Library has a monthly pay-roll of \$29,837; an average circulation of 127,426; cost per circulation, twenty-three cents and four mills. The Brooklyn Public Library, the second in size in the country, has an average monthly pay-roll of \$12,292; average monthly circulation 106,463; cost per circulation eleven cents and four mills.

The Providence Rhode Island Public Library is recognized as one of the models of America and is much larger in number of volumes than that of Los Angeles. Its average cost per circulation is fourteen cents.

**HARDWARE NEEDS.**

After several weeks of labor in trying to secure, from their own official publications, reasonable comparative statistics of the foremost public libraries for such tables as are printed here, I am convicted that the American Library Association, (now more than thirty years old, and with a membership of some 2,000 and devoted to bringing librarianship to a "profession" as fast as it can get the intelligent cooperation of its members) might well add, to its confessed utilities, the adoption of a uniform library census. Any one who will try to relate from the printed reports of American libraries, public, private or special, any serious comparisons which will show the more or less modern population of the city so fortunate as to contain the given library, the number of volumes the library is alleged to contain, the circulation of these volumes, if they have circulation; the number of branches, number of volumes bound, lost, repaired, discarded; number of volumes by department, (as fiction, general literature, reference, documents, and so on) the total appropriation by city or state (whether by dog-tax, police-court fines, charter proportion of tax, etc.,) the library's earning-income by fines, dues, etc., and its total income; the total number of the staff as to principals, attendants, pages; the total amount of salaries paid for the year; the total expenditure for books, for binding, for periodicals; the total registration of live card-holders (with elimination of the graveyards which are still voted in some libraries) the gain in live membership for the year; statistics as to pictures, and their circulation, and maps and their use; the Duplicate Fiction circulation, volumes, and revenue—will find himself on the way to a mad-house. "There ain't no core."

A great deal of ingenuity is at the service of the A. L. A. I am convinced that it could provide a form to be filled out by every librarian in the country. Perhaps there is nothing to which this ingenuity could better be bent.

You cannot tell with any reasonable assurance whether the printed official returns as to number of volumes "bound" include cardboard covers put on magazines for circulation (wherein our library does an enormous work each year, which it never thinks of parading) nor whether the figures for "mended" include the sticking of a little oval label on the back of a book, as well as an hour's work or two hours' work to paste in loose pages; nor whether "books lost" means books stolen, or books "lost" because they are

bound with other books; nor whether it includes discards—that is, books given away or thrown away or sold as of no further use to the library. You don't know whether the "total registration" means the live borrowers, or whether it includes (as it does in the case of a good many public libraries, and did here until this administration) all the people since dead, wounded or missing, who have ever in the last half-century or so signed the more or less inconvenient registration cards of the library in question. You do not know whether the gain for the year "in registration" is net gain, or is a continuation of the obituary list—namely, a mere list of the new registration. You do not know the difference between "branches," "stations," "substations," "delivery stations," "school stations," "club stations," "reading rooms," "school libraries," "agencies," etc. You do not even know what "circulation" means—whether it means (as it means in our library) the issuance of a book by charged card for use outside the building, or whether it still includes in the given case, as it used to include here, the opening of a book in the library by any patron incidentally thus detected "in flagrant delight." The vacuity and helplessness and hopelessness of this whole lack of system is indicated by the very fact that most of these libraries still print in their reports the item "home circulation." There isn't any other kind of circulation—unless we differentiate between books taken out of the building to the directory "home" of the citizen, and to his or her club, or restaurant, or park, or some other relative shelter in which a book may be devoured. After thirty years of activity the American Library Association might certainly establish a hall-mark as to the meaning of the word "circulation."

Not a great many years ago, if you broke a screw, or lost a bolt or nut or nail from some special place, you had to get its exact mate made on purpose and to order. Yet few of us remember the time when you could not get uniform interchangeable hardware through all the infinite ramifications of hardware amid the innumerable exigencies of modern civilization.

The savage knows precisely why he blows the first whiff of his cigarette to the east, and the second to the north, and so on around the six ceremonial points of the compass. Librarians may or may not know why they print statistics alleged to show what the community is getting out of the money it spends on them. And perhaps the other matter I am dealing with indicates why it is hard for the average public library to convince the average business man that

it (the library) is anything more serious than the small change he hands out to his children, or the profit-and-loss he charges up to a spill of crockery in the store room. The public library is one of the most material furnitures of any city, even when it is run like the household accounts of an average housekeeper. But the responsibility of the library to relate this function to the same practical methods which are inevitable for business, in a complicated age, is not at all lessened by the ancient fact that it is educative.

The collectors of fire-arms have "guns" of many different calibers. For their most precious curios, if they wished to shoot that gun, they would have to have special bullets cast. But today any soldier or hunter or citizen or hobo can drop into any hardware store and purchase the proper ammunition to fit any "gun" now in use.

It really does seem that the organized brains of the Library Association of this country might be able to put out a chart by which every public library in America could report on a uniform scale, and despite the disparities of municipal regulation or provincial terminology, an inventory of possessions which would be intelligible to all of the rest of the craft. While it is pleasanter to find our general advantage over our neighbors in the various activities for which public libraries are founded and maintained, I am much more concerned to find that some other library is beating us in proportion in some duty which we have a right to discharge as well. That this is true is best proved by the fact that we have adopted within the last three years several library inventions made elsewhere, and have given credit to the inventor.

### SOME STATISTICS OF GROWTH

Libraries have certain accepted formulas under which, with varying exactness and success, they tabulate the various items of their usefulness. The national organization of libraries, now vital for more than thirty years, has done much to bring about a certain system in these reports. While I shall specifically find fault with some of this system, there are parts of it which are obviously businesslike. These are also universal for the whole country. Each one of the thousands of public libraries in the United States reports each year what it has done in these various lines. One may suspect that occasionally a librarian has come in contact with business.

Under the reasonable items of this procedure, the Los Angeles Public library has every reason to feel proud of its growth:

The following brief comparison shows something of the internal activities of the library in the last four years:

| Expenditure for         | 1905    | 1907     | 1908     |
|-------------------------|---------|----------|----------|
| Books.....              | \$8,299 | \$12,371 | \$23,791 |
| Binding.....            | 4,848   | 1,460    | 7,200    |
| Periodicals.....        | 2,098   | 1,739    | 2,115    |
| Furniture.....          | 1,007   | 2,211    | 4,476    |
| Rent.....               | 1,611   | 12,015   | 15,891   |
| Income (municipal)..... | 50,286  | 106,070  | 106,000  |
| No. of staff.....       | 58      | 61       | 82       |
| Salaries.....           | 31,289  | 44,833   | 53,344   |

The activity of the circulating departments for the year is shown in the following condensed table\*, with the circulation gain in each department:

| Department.             | Total circulation | Gain over 1907 |
|-------------------------|-------------------|----------------|
| General Literature..... | 90,522            | 18,158         |
| Magazines.....          | 39,179            | 7,654          |
| Juvenile.....           | 84,364            | 21,677         |
| Branches.....           | 191,456           | 7,150          |
| Fiction.....            | 289,903           | 63,083         |
| School.....             | 9,247             | 382            |
| Home Telephone.....     | 3,580             | 2,516          |
| Total circulation.....  | 708,253           | 125,618        |

\* This does not include the circulation of pictures, amounting to 8,302—a gain of 4,603, or more than 50 per cent, for the year.

The content of the various book-holding departments is shown in the following condensed table which gives the number of volumes this year added, discarded, the net gain, and the total content November 30, 1908:

| Department.     | Volumes added. | Subtracted.* | Net Gain. | Present Total |
|-----------------|----------------|--------------|-----------|---------------|
| Juvenile.....   | 3220           | 738          | 2482      | 16,006        |
| Fiction.....    | 5598           | 1161         | 4387      | 29,576        |
| Literature..... | 1696           | 0136         | 1560      | 34,021        |
| Reference.....  | 1306           | 22           | 1284      | 21,401        |
| Documents.....  | 1810†          | 42           | 1768      | 10,771        |
| Branches.....   | 2364           | .....        | .....     | 15,875        |

\*By discard, transfer, etc.

† This line is for books; besides a gain of 454 maps, present total 2216, an addition of 2,610 pamphlets and a "loss" in total number of pamphlets by binding 3401 of them. Total number of pamphlets now recorded as such in this department, 6151.

So far as is shown by their annual reports available, only New York, Brooklyn, Cleveland, Boston, Philadelphia, Cincinnati, Pittsburg, and St. Louis exceed Los Angeles in expenditure for new books—and none of them in proportion to population.

Boston, Brooklyn, Chicago, New York, Minneapolis, Philadelphia, and Seattle lead us in outlay for periodicals.

Boston, Brooklyn, Buffalo, Chicago, New York, Pittsburg, and St. Louis bound more books. Boston, Brooklyn, Chicago, Cleveland, New York, and St. Louis paid more for binding.

### NOTABLE FIGURES.

In the 19th Annual Report was related one month's experience as to the instant response of the public to a reform in registration from the most medieval methods in America to the most liberal. The enormous gain of that first month under reasonable rules has continued through the year. Nothing in all the history of the library is more encouraging, more significant of the willingness of this public to use this library in proportion as we indicate that we really wish to have it used. I have cross-examined the annual reports of the libraries of the United States, and other valuable documents; and cannot find anything comparable to the advance of this public library in registration in the last year. We claim 300,000 population. The federal census in 1900 gave us 102,000. We have now by count 38,908 active cardholders. We do not "vote the grave-yards"—as was the habit of this institution for many years (see p. 30, 18th Annual Report) and is still the habit of a good many American public libraries; text for the able sarcasm of an English critic in the official organ of the American Library Association for October. Our cards expire by limitation after three years. These expirations average for the year over 945 per month. The new registrations now average 1,447 per month for the whole year. The average net gain per month is over 486; for the last three months it averages 636. Several times this year this monthly net gain has exceeded any previous record in the history of the library, even as this annual increase is without known parallel in this or any other public library in proportion of registration and population.

Until November 4, 1907, borrowers from this library were required to prove themselves paid up on the current city assessment roll, or to get the signed guarantee of someone thus listed. Now the city directory suffices.

The registration a year ago was already very large in proportion to population. It was established the year before by actual census, and no longer included dead-wood. It was already much more than ten per cent, of the total population even now claimed; and nearly 33 percent. of the population given us by the last census. For the three years preceding, the average gain in card-holders was 117 per month. That the more modern methods (effective now for thirteen months) are appreciated, is shown by this gain of over 400 per cent.—which is all the more surprising on top of such a membership. When a dozen out of every hundred men, women, and children in this city were already enrolled, we might expect the registration to stand still. Instead, it advanced by jumps.\*

The minor relation of circulation to usefulness is well understood and has been severely defined by the librarian of Congress and other scholars. (See p. 19, 19th Annual Report). We could double our circulation in any month by catering to easy demands. The registration—that is, the official enrollment of those who “sign up” with the library as regular patrons—is admittedly the best test of a library’s usefulness. In this respect Los Angeles has no rival. Evidently beyond the card gain by more reasonable rules, the present habitation of the library has also been effective. By actual count, more than 20,000 people a day visit this great building. Evidently hundreds of these people, who never used the library before, now find it handy and are using it, and have registered in it.

The following comparative tables of total registration and net gain, taken from the latest annual reports of 46 American libraries, show fairly the precedence of Los Angeles in this best business index to the vitality of the service. No other library in America has anything like our total live registration in proportion to population, nor our proportionate net gain. Not invidiously, but as an example of that optimism which I have called “voting the graveyards,” we have Malden, Mass., with a population (by the Federal census) of 33,664; a present total of 53,552 volumes in its library; an annual circulation of less than 138,000—but claiming a total registration of 140,568, and a net increase in registration for the year, of 6,630!

Philadelphia with a population of more than a million and a quarter (or almost forty times as much) is the only American city which pretends to have today so large a total registration as Malden

\* In December the net gain was 503, making total live registration Jan. 1, 1909, 39,411.

claims. Boston claims a little more than half as many card holders as Malden.

Figures like this simply mean that every body—living, or dead or moved to Mandalay—who has ever had the pleasure of registering in Malden, Mass., is still counted as an immortal card-holder there. The “year’s gain” obviously also indicates the dead as well as the new cards.

| Library                      | Live<br>Registration | Gain<br>for year |
|------------------------------|----------------------|------------------|
| Boston, Mass.....            | 79,662               | 2,880            |
| Buffalo, N. Y.....           | 68,779               | 3,745            |
| Chicago, Ill.....            | 95,889               | No report        |
| Cleveland, Ohio.....         | 101,615              | 9,931            |
| Davenport, Iowa.....         | 10,686               | 437 loss*        |
| Dayton, Ohio.....            | 28,951               | 5,029            |
| Detroit, Mich.....           | 48,736               | No report        |
| Erie, Pa.....                | 10,280               | No report        |
| Grand Rapids, Mich.....      | 20,863               | 5,687            |
| Hartford, Conn.....          | 13,370               | 2,415            |
| Haverhill, Mass.....         | 9,014                | No report        |
| Jacksonville, Fla.....       | 7,752                | No report        |
| Los Angeles, Cal.,.....      | 38,908               | 5,735            |
| Kansas City.....             | 45,506               | No report        |
| Lawrence, Mass.....          | 11,573               | 1,204            |
| Lincoln, Neb.....            | 9,032                | No report        |
| Lexington, Ky.....           | 5,233                | No report        |
| Malden, Mass.....            | 140,568              | 6,630            |
| Minneapolis, Minn.....       | 50,679               | No report        |
| Nashville, Tenn.....         | 12,228               | 2,012            |
| New Haven, Conn.....         | 18,877               | 1,596            |
| New Orleans.....             | 38,972               | No report        |
| New York, Queensborough..... | 35,453               | No report        |
| Newark, N. J.....            | 38,894               | No report        |
| Oakland, Cal.....            | 24,992               | 4,412            |
| Peoria, Ill.....             | 8,490                | 36 loss*         |
| Philadelphia, Pa.....        | 143,969              | No report        |
| Pittsburg, Pa.....           | 76,165               | No report        |
| Portland, Me.....            | 7,670                | 1,984            |
| Portland, Ore.....           | 19,493               | No report        |
| Providence, R. I.....        | 19,037               | 1,356            |
| Rochester, N. Y.....         | 17,987               | No report        |
| St. Joseph, Mo.....          | 12,931               | 387              |
| St. Louis, Mo.....           | 64,804               | 2,625            |
| St. Paul, Minn.....          | 21,513               | 3,217            |
| San Francisco, Cal.....      | 30,065               | No report        |
| Seattle, Wash.....           | 29,118               | 9,340            |
| Springfield, Mass.....       | No report            | 596              |
| Toledo, Ohio.....            | 19,900               | 969              |
| Trenton, N. J.....           | 20,040               | No report        |
| Washington, D. C.....        | 45,231               | 5,431            |
| Wilkes-Barre, Pa.....        | 12,022               | 2,248            |
| Wilmington, Del.....         | 14,117               | 916 (loss)       |
| Worcester, Mass.....         | 23,651               | No report        |



### WHAT EACH BOOK MEANS.

The average patron coming to the desk for a book does not realize how much this volume has cost before it is handed over the counter for the first time. Rent, light, insurance, printing, furniture, salaries, the purchase of the book in the first place—these can be more or less guessed at by a business man. But the labor necessary in every department, with and for every book, from the time that it is published, selected, ordered, paid for, accessioned, classified, plated, and catalogued, to say nothing of mending and rebinding; the incomparable red tape required by our municipal system of auditing; the clerical labor for every issue of the book, and every return of it, and the book-keeping to show when it went out and when it is due to come back, the posting of overdue notices, the fines for over-time—these things are not dreamed of by the average patron. It is just as well to understand what this service really amounts to.

The following itinerary for each book (and there is practically no "discount for wholesale") shows per book what it means to maintain a library of 120,000 volumes in a population which gives neither the volumes nor their circulators much rest.

Books are selected for ordering in several ways. The patron wishing a certain book fills out a card for it. The Librarian and the heads of departments constantly watch publishers' lists, and make order cards; and the Book Order Department does the same.

The lists and catalogues from which we order are sent the library from all over the world by hundreds of publishers and dealers, and cover the newest and oldest books. These lists are generally given to the principals of departments, who make their cards from them.

The Publishers' Weekly and the Cumulative Book Index are also used,

All publishers' and dealers' lists are kept filed in the Book Order Department, and a catalogue is made of them. They are given a class-number, and filed alphabetically under this number.

After the order-card is made, it is given to the Book Order Department, and all cards are examined to see if they have been properly written. If the author, publisher or price are omitted, these are looked up in the publishers' or trade catalogues, and written on the card.

Next the cards are alphabetized; and then a search is made to see if the book is already in the library, or ordered. This search covers

the card-catalogue, and the Catalogue Department for the order cards filed there, and then in the Book Order Department for "outstanding orders."

Such cards as are duplicates and not to be re-ordered are clipped with "outstanding orders" and to cards for books to be catalogued, if ordered by the public and if notice of the book's arrival is requested.

Then the order cards are sent to the librarian for his approval and O.K.; then to a member of the Book Committee of the Library Board for his signature. When duly approved, the card is returned to the Book Order Department. The cards are now examined to see where it is best to place the order. If they are from a second-hand dealer's list, that dealer of course gets the order. If a new foreign publication, the order is placed with one of the dealers who import for the library. Books on certain subjects are ordered from dealers who make a specialty in those subjects. But the large majority of orders are placed with the local dealer who has secured the contract (under competitive bids) for the library's ordinary custom.

Then the cards are separated as to source from which they are to be purchased; and are alphabeted, and name of this source is stamped or written on the card in its proper place. From these cards the requisition sheets are typewritten in triplicate. This requisition is a blank made after a form enforced by the city auditor. Each requisition has its own number.

When these are made, one sheet of each order is stamped "Auditor's Copy" and all are signed by the order-clerk, and sent to the next meeting of the Library Board. Two members of the Board sign them, if approved.

Their names can be stamped on all except the "Auditor's Copy", on which last their names must be written in ink. These two directors sometimes sign 300 sheets at one meeting.

After approval, the requisitions are returned to the Book Order Department; and if the order-cards have not been already stamped with the number of the requisition, it is now done; and another card is made, having the same requisition number, author, title of the book, and department to which the book is finally going, stamped on it. The date of the Board meeting at which the requisition was approved is stamped in the blanks for it on the cards, and on the requisition. The cards are alphabeted and filed with the other "outstanding orders".

The requisition sheets have to be sent to their destinations next. The permanent library copy is placed in the requisition book, the dealer's copy mailed to him, and the "Auditor's Copy" is sent to the Auditor.

When the dealer sends us the books the bill goes first to the Finance Clerk; then to the Book Order Clerk. At the time the requisition is sent the dealer, a request is made that the bill be sent in duplicate, one for the library and one for the auditor.

From this bill we take out the order-card and its duplicate or "process card." Then the prices on the bill are compared with the prices on the cards. When a discount is given, the discount price is written on the card, but if "net" the word "net" is written.

Then the books are checked as received in the requisition book on the sheet having the same number as the cards. The next step is to put the orders and process cards with the books in which they belong. If it is a large order, the work is easier to first alphabetize the cards. On the first page after the title-page of the book is written the requisition number, source from which book is obtained, number of volumes (if more than one), and marked price and discount price, or net price.

The order cards are taken from the books and the process card left in. The order-cards are stamped with the date on which the books were received, and separated under the departments ordering to make the count for the monthly statistics. These show number of books received in each department for the month, and actual amount to be paid on books.

After this, the order cards for non-fiction are immediately sent to the Catalogue Department, for juvenile fiction to the Juvenile Department, and adult fiction to the Fiction Department.

The books are now ready to leave Book Orders, and are sent to the Accession Department. The first step here is to compare the book, process-card, and entry written in the book, to see if all agree. Then the process-cards are filed alphabetically.

The books are next "broken" (that is pressed open according to formula, to test the binding) and all costing over one dollar are "collated"—each page being verified. All are perforated on the 101st page, and each 100th page following, with the perforating stamp—"Los Angeles Public Library." If there are less than 100 pages, then on the 51st page.

The principal of the Accession Department then enters each, book in the Accession Book; giving author, title, number of volumes, source, publisher's price, class-number, and style of binding. Each entry has its own number, or "accession number," which has to be stamped on the page back of the title page, and also the date of accessioning. This accession-number is stamped on the book-check in all circulating books.

The book-plates and labels are pasted in the non-fiction books, but the adult fiction is sent to the Fiction Department, and the juvenile fiction to the Juvenile Department. Each of these departments classifies, pastes the book-plates and labels, and catalogues the books for itself. The non-fiction goes from the Accession Department to the Classification Department; but before any book goes out, the process-card is put in the book and this serves as a check in each department and at the same time prevents the loss of the order-card.

In the Classification Department the process-card is again removed and filed by the requisition number. After the book is classified, the number is written on the same page as the accession number and data written by the Book Order Department, then this number is written on the bookplate, book check, and outside label.

The book is now ready for the cataloguers; and the process-card is again put in the book and it is sent to the cataloguers. The books are taken out to the card catalogue, to see if they are already in the library; and if so, a check is made showing they are already catalogued and ready to use. The other books have to be looked up in the Library of Congress cards, to order cards from there. If the Library of Congress has catalogued them, a title card is made, and with the process-card as an author card is filed in the catalogue, the classification being written on the process card first.

These books are immediately sent to the department to which they belong. The remaining books have to be catalogued here; and when this is done the cards are compared very carefully to see there are no errors. If correct, the cards are filed in the card catalogue, and the books are ready to be used by the public.

When a book has been ordered by the public and a notice is desired, this notice is sent by the department to which the book belongs, and the book is held for a few days to meet the special request.

After the book is catalogued, the process-card is destroyed. The process-card in the catalogue remains there until the Library of Congress card comes, and all needed entries have been made. These cards are then filed as the permanent card in the catalogue.

On the other card, the cataloguers write the classification number and accession number, and send it to the Book Order Department to be filed as a check, should any question arise in regard to the purchase of the book.

All this "personally conducted" travel brings one weary, wandering book to our shelves, within reach of the patron. But the labor is only begun. What is involved thenceforward by the public use of this volume, is indicated beyond.

When the books have reached the stacks they can be used by the public, either in the library or at home.

In order to use fiction or non-fiction in the library, it is necessary to obtain the book from an attendant, by giving either author, title, or subject; the preferable method is to give a written list of numbers, to be found in the catalogue, as the attendant does not always know where to find the book without its classification number.

A reading-room blank has to be signed by the patron with name and address, and the attendant writes the number of the book on it, detaching a slip and putting it in the book. This slip and blank each bear the same number. The book check is clipped to the blank and held until the book is returned.

The book can now be read in the reading room; and when the reader has finished, the book has to be returned to the desk from which it was taken, the check returned to the book by the attendant: the blank and slip are clipped together to be examined later by the principal of the department, and then destroyed if the book has been properly checked.

In the Juvenile and Reference departments a reading room blank is not necessary. Some of the books in the Juvenile department are accessible to the patrons, and those that are not can be had by asking the attendant in that room. All the Reference works except atlases, dictionaries and encyclopedias have to be asked for, as they are in the general stack room to which the public are not admitted.

For home use, a library card is necessary. All residents over 10 years of age whose names are in the last city directory are entitled to a borrower's card on application. Those residents whose

names are not there must have some one sign an application blank as their guarantor, this guarantor's name being in the directory.

Out-of-town residents owning city real estate are entitled to a card if they have a guarantor as above; and those not owning real estate must pay 50 cents a quarter for dues. Or a card can be obtained by making a \$5.00 deposit, to be refunded at any time the patron returns the library cards and receipt for the deposit.

This receipt is given at the time the deposit is made. A stub book for the purpose is kept at the Cash-desk and the record is made in duplicate by the attendant there. When the deposit is refunded the patron has to endorse a Trust Fund Deposit check, this being sent to the City Auditor.

After the necessary routine has been followed by the borrower the cards (two) are made out by the attendant at the Registry desk, and the new patron signs the registry books. There are two registry books, one for women and one for men. Opposite each signature is a number, which must be the number on the borrower's cards. The white card is for all circulating material in the library, the red card for Non-fiction, "7 day" magazines, and Foreign Fiction.

On the white card the current magazines or "4 day" magazines and fiction may be taken. In all books that can be kept less than two weeks are labels indicating the time, as "4 day," "7 day," some are "14 day" books and are so labelled. All labelled books are non-renewable, while those books without any label can be held two weeks, renewing for another two weeks.

When a book is not returned on time a fine of two cents accrues for each day it is kept (in Duplicate Fiction, 5 cents a day). If not returned at the end of three days after it becomes due, an overdue notice is sent from the department from which the book has been taken.

The desk attendant each night writes in a blank book the number of each book that is three days overdue, and the number of the borrowers' card, this data being taken from the book check. The next day the name of the delinquent borrower is found in the registry book by means of the number on the check, and postal cards are mailed to the delinquent.

After two weeks if no response has come, another notice is sent; and then in another two weeks a notice is sent to the guarantor who is responsible for the book. If no attention is paid to this, some one is sent from the library to collect from the borrower; or, obtain-

ing no satisfaction from him, to the guarantor. A record of all overdue notices sent is kept; and when a book is overdue a month, a note is made at the registry desk on the borrower's application card which is kept on file there until the library cards have expired, and all dues are paid. This prevents a new card being taken until all fines are settled.

All cash business is attended to at the cash desk; fines, dues, deposits, and all other dealings requiring cash pass through the hands of this attendant. An account is kept each day and handed to the Finance clerk with the moneys, she keeping the permanent account.

This seems plenty of red tape; but it is only what the general experience of public libraries prescribes, with the addition, in our case, of a matchless exactitude of city auditing.

#### **"THE OTHER FELLOW"**

As has been the policy of this library for a generation, the librarian this year attended the annual conference of the American Library Association. This was the 31st of these annual conferences of the librarians of the United States for consultation and interchange of experience and suggestion in what has at last become recognized as a profession. It was held—scattering. The point of assembly was Tonka Bay; delegates were housed all over the Twin Cities and several hundred square miles of Minnesota. The official invitation of Los Angeles to the American Library Association to hold the 1909 conference in this city was vigorously presented to the Council, and a majority of the members present were in favor of this plan; but the paternal council felt that the Association could not again so soon travel beyond the bounds of civilization; having been in Seattle in 1905. It was urged upon them that this national Association of Librarians had never met in nor seen the most important quarter of the United States, the arid Southwest; that its members are nearly all unfamiliar with the greatest economic problem before this government today, the reclamation of the arid lands; and know nothing personally about those vital phases of American history, geography and development about which they are consulted daily—such as irrigation, orange growing, fruit packing, the Pueblo Indians, forest preserves, the Great American Desert, National Parks, the Cliff Dwellers, Spanish America and many other things involved in the Southwest with which they would become more or less acquainted by a visit to Los Angeles.

Following his attendance upon this library conference, the librarian visited the libraries in Minneapolis, St. Paul, Boston, Cambridge, New York, Chicago, Newark, Washington, New Haven, Montreal, Providence, and other public and reference libraries in the East; with special reference to methods which might be available for the Los Angeles Public Library.

With the highest regard for the organization of these libraries and with deep gratitude for the courtesies extended to your representative, the first impression as to all of them was that they seemed like village church-yards compared to our bee-hive. With the exception of Chicago there was nothing comparable to the throng of borrowers, readers and students that overcrowd the Los Angeles Public Library every day. This same observation made me feel that since our public is so much more active than any other in the country, our responsibility to give them the best service is in proportion—that is, we should take advantage of every improvement in library work devised by other libraries and should try to devise further ingenuities of business and of scholarship for more effective service to meet this unparalleled demand.

The problem of the "open shelf" is still the cause of internecine war in the American Library Association. On one side are ranged most of the little libraries, and a few of those that used to be; and on the other, the libraries that are large and that have found it out. It is encouraging to observe that the Boston Public Library which a couple of years ago fractured Eastern traditions by doubting the sanctity of the "open shelf," has now taken a decisive step toward the closed shelf, and defends it in view of the year's experience. It finds that it has not only reduced theft, but has increased discipline and responsibility.

#### **FURNITURES, ETC.**

While the average cost of supplies in business in this city is probably not diminished, it is gratifying to record that in every department of purchase for this library for the last year—with the sole exception of desks and other furniture manufactured in other states—we have secured much lower rates than ever before. For instance, in the matter of tables. We have got better tables this year than ever before, and more than ever before, thirty-three tables added to our total of thirty. Without going too far back to when we paid \$2.00 a foot for tables, the best figure we were able to get last year or the year before was \$1.50 per running foot for the



kind of tables that we use—which are on specifications of our own and probably the best and cheapest tables in any public library. This year, by continuing to use for the library the same method a business man would use in his business, we got our thirty-three tables at \$1.25 per running foot—a saving of 16 2-3 per cent.

In stacks we have had the same progressive pleasure. The absurd old book stacks of this library cost about \$40 apiece. When I came in here we had to spend considerable money to fasten these stacks to the wall lest they fall on the heads of the attendants or the public. Not one of them was safe or adequate. A simple device, made here and applied to all the old stacks, and to all the stacks that have been built since, made them absolutely safe and rigid. In my judgment this stack is the best wooden stack in use in America for the money. When we moved from the City Hall, we paid \$18 a piece for thirty stacks. When we moved from the Laughlin Building we had seventy-four stacks. We have now 159. The last 85 cost us \$13.35 a piece—and are better stacks than any of the others before them.

We have now a total of 98 card cabinets; 570 chairs; 39 desks; 159 stacks; 65 tables; 19 typewriting machines; three glass book cases.

We have in the new quarters nearly four miles of total shelving

The increase in these facilities is indicated roughly by the following table comparing what we had in the City Hall three years ago with what we have now:

| Item             | 1905 | 1908 |
|------------------|------|------|
| Chairs.....      | 128  | 570* |
| Stacks.....      | 36   | 159  |
| Tables.....      | 13   | 65   |
| Desks.....       | 13   | 39   |
| Typewriters..... | 5    | 19   |

For the first time in its history—and this is not a new library, having been founded in 1872—we have that necessary furniture of a large public library, a stack room. This covers over 6,000 square feet of floor space; and is planned to accommodate a second story. The whole stack room will carry over 250,000 volumes. It is enclosed with an iron grill with six gates—each gate on the shortest line of service to the department whose books are shelved in that portion of the stack room. With specific and separate construction, it is fire proof, thief proof; as well ventilated and as well lighted as any stack room in America, not forgetting the great institutions

\* Jan. 1st, the number was increased to 606.

where the relative expenditure has been from three to twenty times as large.

We have added two more of our own model picture cabinets, which are the admiration of all experts. This doubles our supply.

A three-division roller-shelf cabinet, also on our own device, has been installed now and holds our \$600 Lord Kingsborough and similar costly books of great size which were being ruined by "standing on their feet." This is at least as good a cabinet as the Library Bureau furnishes at more than double the cost.

**DUPLICATE FICTION (RENTAL) LIST.**

The many public libraries which have adopted this business-like relief to undue strain on the service by the circulation of new novels, have found it a success. The Los Angeles Public Library is the latest to adopt this invention; but already stands in the front rank in results. In cash returns it is apparently surpassed only by Springfield, Mass., Toledo, and St. Louis; in use, only by Newark and St. Louis. It exceeds the older experiments in Washington, D. C., New Haven, Kansas City, Grand Rapids, etc.

This was last year a successful innovation; this year's experience establishes it as no longer an experiment. Established January 15, 1907, it had in 1907 a circulation of 16,636, with total cash receipts of \$1,191.80. In 1908, the circulation was 22,248, a gain of 5,612. The cash receipts were \$1,272.81—a net gain of \$261.81. A reasonable and decidedly encouraging token of the quality of our fiction service is shown by the lists of the most popular books, as shown in the department reports of Fiction. After all these years and amid the annual tidal wave of noisy new novels, it is interesting to note that "Ramona" still ranks as a prime favorite.

| Library                | No. vols. | Circulation. | Revenue.  |
|------------------------|-----------|--------------|-----------|
| Grand Rapids.....      | No Report | 3,095        | \$ 568.00 |
| Kansas City.....       | No report | 16,017       | 777.20    |
| Lincoln, Neb.....      | No report | No report    | 58.19     |
| Los Angeles.....       | 434       | 22,248       | 1,272.81  |
| New Haven.....         | No report | 12,657       | 864.67    |
| Newark, N. J.....      | 2,228     | 33,460       | 944.61    |
| Patterson, N. J.....   | 251       | No report    | 325.94    |
| St. Joseph, Mo.....    | No report | 7,558        | 377.90    |
| St. Louis, Mo.†.....   | No report | 41,399       | 2,027.35  |
| Seattle.....           | 582       | No report    | 799.91    |
| Sioux City, Iowa.....  | No Report | 1,250        | 78.50     |
| Springfield, Mass..... | No report | No report    | 1,631.86  |
| Toledo, Ohio.....      | 1,216     | No report    | 1,413.32  |
| Washington, D. C.....  | No report | No report    | 1,182.70  |
| Wilmington, Del.....   | 195       | No report    | 381.61    |

†St. Louis Public Library invented this system, and has practised it successfully for over a decade.

## NOTES OF PROGRESS

The 19th Annual Report (free on request) covers many matters which need not be repeated here, though of frequent consultation For instance:

|   | pages   |
|---|---------|
| History of the Los Angeles Public Library - - - | 96-97   |
| Civil Service in Libraries - -- -- -            | 98-102  |
| Libraries in Los Angeles and California - - -   | 106-108 |
| Salaries and Promotions - - - - -               | 103-105 |
| Examinations for Training Class - - - - -       | 109-113 |
| Registration rules - - - - -                    | 17-19   |
| Binding Methods - - - - -                       | 21-33   |
| Merit System - - - - -                          | 42-45   |

The facilities for handling the patrons at the fiction desk were doubled this year at the old quarters; and have again been doubled in the new. I am now making certain alterations which will again add about 40% to these facilities. In spite of these precautions, it is not unusual to see fifty people lined up at the general delivery desk. Here, as in other departments, our most crying need is for attendants. In the new quarters we have the space and mechanical facilities. We also have the books. But we are lamentably short in service. We ought to have at least twenty-five more attendants than we have now.

Our relations with San Francisco—whether political, commercial, social or educational—have always been more important, perhaps, than either city has recognized. The historic catastrophe which befell that city in April, 1906, has accentuated these relations and brought about a more general comprehension. In library matters this is very obvious. San Francisco had the only other large public library within a thousand miles of this city. In that cataclysm its library was practically wiped out; and out of more than 168,000 books, less than one-fifth were saved. This left Los Angeles with a new responsibility as the home of the only available big public library for the whole state.

In the two and a half years, San Francisco has made a magnificent record as to its public library in proportion to the crushing demands upon its public spirit in every other direction. Before the fire it had over 40,000 registered members; it has now 30,000. Our responsibility as leading library west of St. Louis is still upon us; you will realize from the above figures that San Francisco has only

about one-half our rating. The ordinary uses of the library for amusement cut no figure here; but California has a population of extraordinary intellectual activity. Collections of books for study and research are indispensable. Beyond our duty to this immediate community, which uses this institution already, we owe our best effort of service and cooperation to the State library and the other chief libraries and little libraries of the State, and to individuals everywhere.

The roof garden, of which this library was the American inventor, was thoroughly enjoyed during the two years in the Laughlin quarters. In the present location we have more than four times the space, viz., some 26,000 square feet. There is an added advantage of a magnificent outlook covering an unbroken horizon of mountains, city, and sea. The "flower pots" of this garden are all in place—redwood receptacles large enough to grow a tree a foot in diameter. Negotiations are now under way for a sale of the plants of the old garden and the purchase of an entirely new stock for the new garden. As soon as this out-door reading room can be fitted up, it will undoubtedly fulfill and increase the former popularity. All kinds of tropical, semi-tropical and other trees and plants will be included. A large fountain ten feet in diameter is already installed. There is also a special section of the roof-garden fenced off for the noon-day rest for the young women of the staff.

The new roof-garden will be better also both for the plants and for the public, since it is roofed with felt instead of bare cement. This means pleasanter footing for the patron and much less reverberation for the plants during the summer.

Library extension is a fixed policy of this administration. The limitations of funds, books, attendants, and cooperation must be considered; but this library does not plan to sit still and wait for people to come to it—nor even for others to be "its brother's keeper." It has for many years carried on successfully a much larger cooperation with other educational forces than is usual in the average public library—much more, for instance, than is outlined in the latest reports of the Cambridge, Mass., public libraries. We have not looked upon the daily information of pupils and teachers in the ordinary use of the library and its catalogue and books, nor even upon the constant furnishing of reading lists and bibliographies to women's clubs and all sorts of other seekers, as "Library Extension." There are nearly 40,000 persons in this city officially enrolled as

students counting teachers and pupils. The library looks upon them as its legitimate prey. It is formulating plans by which to carry them—as fast and as far as the shorthandedness of its staff will permit—real library extension in art, in California and Western history, and in many other lines of general culture. In spite of its very serious handicap for sufficient staff to conduct its work, the library this year has done a very handsome share in this regard, with a considerable number of lectures to schools, to teachers, to mother's clubs and other centers of thoughtfulness on thesevarious subjects. It is hoped that during the coming year, and with the necessary recruiting of the staff, a formal programme may be made with the Board of Education for this educational work—particularly in California history.

The success of our experiment with Playground Station No. 1 has led us to treble this work by adding similar assistance to Playground No. 2 and Playground No. 3 (the new Recreation Center). While in the judgment of the Board this settlement work is more obviously the part of the public schools and of philanthropic commissions and organizations, the library has been glad to cover this utility, since no other provision is yet made by the city. All three of these stations are doing successful work where it is needed. The Playground Commission furnishes the quarters. The library furnishes the books and pays the attendant, who is not a member of the regular staff but is selected by the Playground Commission for special fitness for this special work. The zeal and the system of the Playground Commission and allied forces have approved themselves by a great increase this year in the work accomplished, and in public recognition and sympathy; and the library is glad to have been of this assistance outside its ordinary routine.

Playground No. 1 (Violet Street) averages a daily attendance of 49, and circulation of 35. Playground No. 2 (Echo Park) averages daily attendance of 47, circulation 26. Playground No. 3 (City Recreation Center) averages daily attendance of 63, circulation 42. All three of these special stations are growing in their work, both as it relates to the library and as it is provided by the Playground Commission and other public spirited citizens. Literary entertainments are given by the playground librarian, besides the athletic and other features characteristic of the playgrounds. The annual report of the Playground Commission is referred to for further details. During the year Miss Maud Whitlock has resigned to accept

a \$1,200 position at the State Normal School. She was succeeded by Miss Dora Chelgrene, and upon Miss Chelgrene's resignation to pursue a course of study, we have appointed Miss Jennie M. Dick, at the request of the Playground Commission.

On account of the critical depletion of the staff, and our short-handedness for the most necessary functions, it has been impossible to make our inventory in time for the annual report. It is reasonable to assume that the wear and tear are as heavy as in recent years, since the average stock is old. The book losses which have so much concerned us, and in which this library holds an unenviable reputation, will undoubtedly be much less. Last year over 3,300 books were stolen or otherwise "conveyed" from the General Literature Department, with nominally closed shelves. This year this department has shelves really closed. So have the other departments, in the main. The Fiction stock, and most of the reference books and Documents are in the stack and inaccessible to the public. The only chance for improper shrinkage is in the trays maintained in the lobby for inspection; the juvenile shelves; and the text books in the reference room. In my judgment our next inventory will show a serious gain over the disagreeable loss this library has suffered for many years. After all the years of vain attempt to catch those base creatures who will rob their neighbor and the public, we have, for the first time, this year apprehended two book thieves. For incidental reasons the courts have been lenient with these gentlemen. The first was sentenced to twenty days in jail; and the second was sentenced to 60 days in jail. Under the law of California anyone who steals or mutilates any book or map belonging to a public library may be punished with a fine of \$500 or imprisonment for six months or both. We hope for the maximum penalty in the next case.

The unique autograph collection of living celebrities has grown steadily this year. Within a few months it is expected to bind the first volumes. Novelists, poets, essayists, statesmen, educators, actors and singers have responded handsomely to our request. The last annual report gave some sample pages in fac-simile of these contributions. The artists have been particularly responsive; and the collection of sketches in pen-and-ink, gouache, water-colors, pencil, and crayon already show great variety and beauty, while their market value would be very large.

An interesting sidelight on the cosmopolitanism of this extraordinary city is thrown by the following note as to the nativity of the staff. Out of sixty-nine of our women attendants, from whom I have already received this information, eight were born in Los Angeles, eight in Iowa, five in Illinois, four in Wisconsin, two in England, one in Ireland, four in Canada, three in Ohio, three in Pennsylvania, two each in New York, Michigan, Missouri, Nebraska, and Colorado, one each in Delaware, Kansas, Maine, Connecticut, Vermont, Indiana, North Carolina, Tennessee, Utah, Texas, seven in Northern California, four in Southern California points outside of this city. One of the new training class—and at its head—was born in Roumania. An attendant who recently resigned was born in Funchal, in the Madeiras.

Here then we have representatives of twenty-one States of the Union, and five foreign countries. Probably the full count will maintain the proportion. Not a third of our young women were born in California. The Librarian was born in Massachusetts, the Director of study and research in New Jersey, the Assistant Librarian in Canada.

Of our principals of Departments, nine were born outside this State, and three of these in foreign countries. Only seven principals were born in California. Furthermore, of the eight seniors in point of service, only two are natives of this state.

Of our pages and other employes outside the departments, twelve are natives of other States and countries, and four of California.

We still have the pleasure that our discarded books—when worn past the standards of a great public library—continue to give pleasure and instruction. This year we have given away over 1,800 of these discarded volumes, as per report of the Bindery Department. The largest recipient was the Los Angeles Aqueduct. To those many encampments of thousands of men working in the desert to bring the Owens River more than 200 miles to this city, we have sent 1,150 of these books. The library has no legal right to loan its library stock to branches in other counties; but under the ordinance secured last year, we can apply these still useful volumes to these engineers and workmen; and the gift has been deeply appreciated and actively used.

With our overworked staff we have not been able to gratify the laudable curiosity as to the total division of card-holders by sex. But the new registration for the year is probably sufficient index.

This includes 7,324 males and 16,272 females. It is reasonable to assume that the same proportion obtains in our total live membership. On the other hand, the table use of the two great reading rooms for reading and study continues overwhelmingly masculine—in a proportion of about four to one. This includes the consultation of the general Literature Room and the maps, the Reference room and Documents. In the School department—which should more properly be called the “Teachers’ Department”—the proportion of women to men is probably 20 to 1, or even more. In the Juvenile Department, the equation falls about even between boys and girls. The line at the Fiction desk carries a proportion which is probably well represented by that above given for registration.

A generation ago it was the dream of this library to incorporate as one of its functions a Museum of Art and History—the logical combination for a small community. With the growth of this city to metropolitan responsibilities, the differentiation has become obvious and actual—the library as a great business establishment for the use of books, whether for tools to scholarship or as means of amusement; the museum as an educational function in a class by itself. Yet today it chanced that the two independent institutions are occupying temporary quarters under the same roof in the great Hamburger Building. The Southwest Museum, incorporated, with Lieut. Gen. Adna R. Chaffee as president, and a long roster of more than 400 of the foremost citizens allied in this work, has its exhibit on the sixth floor, above our Reference Room, open from 2 to 4 p. m. daily except Sunday. The most important archaeological collections of the Southwest are contained in this collection; and, since the destruction of the Pioneer Building, in San Francisco, the Southwest Museum has also the most valuable relics of California history. These are easily accessible to patrons of the library; and the Board has also authorized me to exhibit in the library certain of the most valuable paintings belonging to the Museum, and connected with California history through the fact that they adorned the old Franciscan Missions up to the Disestablishment of 1834. It is gratifying to record that parallel with the progress of the library among public libraries of America, the Southwest Society and the Southwest Museum have surpassed all records in membership, activity and accomplishment, among historical and archaeological organizations of America. It is also pleasant to record that long before my incumbency as Librarian the Library had been a liberal subscriber to the



first special fund raised by the Southwest Society A. I. A., and has ever since remained a member of that scientific body.

The reports of the Librarian to the Board are now in their sixth volume and cover over 1,500 pages of typewritten note paper, for the last three years. This advance presentation of all recommendations has been found to be a great business help and safeguard.

Our patrons look for the "new book" as soon as it can be secured. Neither newspapers nor other reviews are reliable witnesses in advance. By the time there is a judicious review, the bloom of newness is gone from the volume. We have never yet had the Spartan courage of some important libraries which purchase no novels until they are a year old.

It is no small problem to secure promptly the best fiction and enough of it. This is particularly true now, even responsible publishers occasionally issue books which this library doesn't care to circulate. Three or four times this year we have purchased novels by well known authors from well known houses, and have been obliged in self-respect to withdraw them from circulation when we read them ourselves.

In a small community, and with a small library, it would be easy to find a volunteer book-jury of cultured persons who would pass upon these books promptly; and thus safeguard our purchase in advance. Perhaps this may be possible even with a population and library of this size. We can not possibly take it on as a function of the staff, in our present shorthandedness. But the detail arrangements would be easy if the competent jury were available. Otherwise we must continue to use our best discretion by trusting to advance notice in the most reputable reviews—and expect to get "bitten" now and then, and to throw out the offending title when detected here.

#### THE STAFF.

At the end of the most active year in the history of the Library, and at the opening of a new year which will still more severely tax our service, we find ourselves facing a 300% gain in registration, a 20% increase in circulation, a 10% increase in books, a 300% increase in the distance our staff has to cover in giving the same attention to the public—with actually five less attendants on duty than a year ago, though our roster is nominally swelled by four. Against the constant shrinkage (by marriage, sickness, better pay, etc.), we have added seven pages, at about one half the average salary, and of about one-half the average value, of the attendant.

So we are actually two attendants short of what we were last year when we had so much less to do. We ought to be twenty-five ahead, to keep up with the growth in use.

Yet, when one of our young women desires to fit herself more fully for her work, by study at her own expense in some adequate school, we must not only allow her to do so but must make it easy for her to return to this library with her increased usefulness, instead of fining her or subjecting her to incompetent obstacles devised to protect the municipal janitors. Several of our most competent employes have had, this year, unusual opportunities to increase their value to our service—and we have given them the necessary leave without pay.

Victor Borin, the first male attendant in the history of this library, and (I believe) the first member of the staff to die on duty, died March 16, 1908.

Misses Blanchard, Bell, N. A. Miller, Rathwell, and Eva MacDonald have resigned this year for matrimony; Misses Lewis, Smith Baker, Whitlock, Burns, Watson, Chelgrene, and Parker for other reasons.

Miss Mitchell as school teacher in Honolulu; Miss Watson, as librarian at Hollywood; Mrs. Jones, as assistant librarian at the State Normal School; Miss McCrea, as librarian at Lake Forest, Ill.; Miss Munson as assistant in the public library of Long Beach, Cal.

The following are off on long leaves of absence;

Miss Greene, one year, for study at Bryn Mawr; Miss Pinney, six months in Dept. of Docs., Washington; Miss C. N. Brown, six months at the U. of S. C. Library; Miss Dills, six months at Pomona Library; Miss Hillis, four months for study at University of California; Miss Burrell, one year, Miss Lewis, one year.

Considerable leaves of absence have also been granted during the year, for adequate reasons of health, etc., to Misses Clark, Cushing, Dills, Dudley, Foye, Jedofsky, Rowell, and Wheat.

We have added to the staff the eight members of the twentieth Training class; of whom two have resigned for better paid positions elsewhere and one is now on a years' leave of absence. Also Miss Jane McSkimmon, of the staff of the New England Journal of Education and trained in the library summer school of the State University of California; and Miss Fannie B. Dorman, of the Cincinnati Public Library. Several other attendants have served temporarily on the staff this year, but are not now employed.

Following our fixed policy that the staff must keep on learning and that "arrested education" will not suffice in service to a public which uses the library for progressive culture, we have welcomed every effort at self-improvement by our employees. A German class (on their own time and expense) has benefitted a considerable number. When we are better settled in our new housekeeping and with enough housekeepers, I hope to find other opportunities in general or special culture for our ambitious young women.

In September, 1905, (six weeks after taking charge of this library) I formally called the attention of the Board to the "unbusiness" of neglecting provision for the proper feeding of this staff of women. Their health is a distinct factor in our whole service. A furtive noonday nibble of crackers and cheese, pickles and caramels is not enough to maintain the vitality we expect of them. The Board heartily took up the suggestion; arranged supper hours for the branch attendants (who had worked from 3 to 9 p. m. without legal chance to eat) and provided facilities for a warm mid-day lunch at the main library. The lunch room and kitchen are now such as progressive libraries and business houses provide their employes; cheerful, convenient, hygienic. Our girls sit down to a civilized table, eat a nutritious meal in human companionship, and return to their duties stronger and more effective. The routine and main work of this lunch table is done by the charwoman; various principals and attendants whose housekeeping skill is in proportion to their professional ability take turns in supervision, without loss of time from library service.

This lunch-room arrangement is one of the best investments we have made. Our sick leaves are about fifty per cent. less than under the old regime.

#### THE TRAINING CLASS AND OTHER ENTRANCES.

Nowadays a majority, probably, of the important public libraries of the United States maintain training classes. Their reports show the general success of this device for recruiting the library staff. This was the first public library in America to establish a training class—that inspiration being due to Tessa L. Kelso, then librarian.

Our twenty-first training class is now in progress. Out of twenty-five applicants, seventeen took the entrance examination in October, and 8 passed. The successful candidates and their marks are as follows:

### TWENTY-FIRST TRAINING CLASS

|                        | MARK % |
|------------------------|--------|
| Olga Sinclair.....     | 96     |
| Florence Whyte.....    | 96     |
| Lucy Lay.....          | 96     |
| Zitu Grace Bailey..... | 95     |
| Aurora La Gue.....     | 85     |
| Marie Tollefson.....   | 76     |
| Van Tyne Smith.....    | 74     |

The term of this training class is seven months (increased this year from six months). The entrance examination which is severe (See 19th annual report, for sample papers) lets in only such candidates as can prove the possession of a liberal education. The training class gives them the necessary instruction in the various details of library technique. On graduation they are expected to be appointed at once on full time at \$35 per month; promotion thereafter by merit.

Trained librarians from elsewhere are received after passing a similar culture-examination. We are willing to receive the certificate of any responsible library that a young woman knows the Dewey classification and the methods of cataloguing, etc., but neither college diploma nor any other formula is accepted as to the intellectual qualifications of the candidate. It has been our experience that many who have been librarians of considerable libraries in the East, and who know all the tabs of literary routine, are miserably ignorant of literature, history, and art; and came out with a marking of only 20 to 40% on the same culture examination given the high school girls who applied to enter our training class; 70% being required to pass.

With the growth of the city and of the library, the standards of knowledge for our attendants must grow in proportion.

The average age of those who succeed in entering the training class has considerably advanced in the last three years. The attendant in this library is a teacher—not to children, but to educated adults. The 17-year-old high school girl, unless she has been wonderfully blessed in home environment and education, does not possess the culture necessary for such a responsibility. Further training in normal school, or college, or by tutoring, or by intelligent travel, has become practically indispensable as a preliminary to entrance to this library.

Even in the case of mature educators of long training in Eastern libraries and schools, this culture examination is compulsory.

**FICTION USE AND ABUSE.**

One of the reasons for a too common looking upon the public library as an "amusement center" only is the huge activity of fiction in proportion to total circulation. All libraries of any value now report this percentage. All that make their figures in a business like way have to report from 65 to 80 per cent. of the total circulation as fiction. On the face of it, this would seem to justify the feeling of the average business man that the library is merely a playground. But it must be borne in mind that "circulation" is not half the use of such a library as this. Over 30 per cent. of our most important books do not circulate at all, though they are in constant use in the library. While so much would not be true of many public libraries, it is true here, that while fiction is something like 70 per cent of the total circulation, fiction is not more than 35 per cent. of the total *use* of the books of this library.

But there is another business consideration which has been strangely lost sight of. Last year this was brought sharply before the profession by Samuel H. Ranck, the energetic librarian of Grand Rapids. That is the fact that the enormous proportionate fiction circulation which characterizes every public library is due to only a small proportion of the card holders. Mr. Ranck made a careful study which does much to redeem the reputation of his public and others for serious use of books.

A similar census made in our own library shows the following very interesting and encouraging results:

In the Fiction department there were 3,089 borrowers who took 1 book apiece in 2 weeks; 1,982 who took 2 books each in 2 weeks; 994 who took 3 books each in 2 weeks; 327 who took 4 books each in 2 weeks; then in rapidly dwindling numbers, patrons who took 5, 6, 7, 8, 9, 10, 11, and even 12 books each in 2 weeks.

Out of 6,595 card-holders who drew fiction in thosetwo weeks and out of over 38,000 total card-holders of the library) 1,921 individuals (29.12%) drew 50 per cent. of the fiction; and 744 card-holders (or 11.28%) drew 25 per cent. of the fiction books.

In the Juvenile department, the same gratifying proportions held. Out of 1,397 card holders, 308 of them (22 per cent.) were responsible for 50 per cent. of the fiction circulation. Four per cent. of the total number of card-holders drawing books in that period were responsible for 25 per cent. of the fiction circulation.

It is therefore evident that out of our total live registration of nearly 40,000 card-holders, of whom the great majority are active users of this library, only a few hundred of the most insatiate are responsible for the great majority of the fiction circulation. The rest of our activity in novel-reading is so widely scattered as to time and as to population that it is no reproach to the library or the community; and the overwhelming use of our books by the great mass of our patrons is obviously not for mere time killing. These statistics reinforce my remarks (p. 22) on "the library as business."

Every public library realizes some responsibility as to the class of fiction circulated by it. Every library begins by refraining from purchase of the worst novels. Few libraries go beyond this precaution. It is a delicate question, for no public service can patronize its public. Yet no patron can resent a friendly suggestion. For a couple of months this library has been handing out, with every book issued from the fiction department, one of two cards in each case suggesting works of a little higher class than those in which the suggestion card is placed. These cards have already had a marked effect on the demand.

They are simply cards headed "Have You Read These?" and with a list (author, title and library book number) of about 25 good novels.

### PERIODICALS

The San Francisco News Co. gave us, this year, the most satisfactory (if not the only reasonable) periodical service in our experience. The contract (under bond) has been renewed for 1909.

Our periodical list covers 443 titles, of which 294 are monthly, 53 quarterly, 15 bi-monthly, 90 weekly, 49 daily, and 36 weekly newspapers. We receive currently 885 publications, including duplicates; while the weeklies and dailies swell this receipt to a total of 115 a day, or 2,993 per month and 35,916 for the year. We take 40 copies of Harper's magazine; 30 each of Scribner's and the Century, 20 each of the World's Work, Atlantic, McClure's, St. Nicholas, etc. The magazine reading use in the library is enormous. The department work in handling this tremendous amount of mail—in ordering, receiving, issuing and filing it—besides making the covers for circulating copies—calls for more than double the assistants that we are able to give. This year we have changed the system of the reading-room magazines, which were heretofore on the open shelf.

This was very convenient for the patron who knows the magazines and the library—and who very frequently gathered up six or eight magazines, and sat on them or otherwise concealed them while he read them one by one. But it was not convenient for the patron less familiar with the ropes, or who happened to arrive half an hour later and who could not discover the desired periodical. The present system is much harder on the staff, and perhaps harder on the patron first referred to. It is, however, in keeping with the practice necessary as to books, and undoubtedly is more just to the general public. The periodicals are now kept behind the counter and issued on request; so that each person gets his or her share and no more. It is true that people who do not know all the modern mushroom crop of periodicals might secure more numbers if they could paw over a bargain counter of them. But it seems obvious that the demands of business from our own side, and the rights of the general public on the other, require a responsible system like that which we are this year experimenting. The recorded gain in magazine circulation for the year is large; the actual use—and the *distribution* use—is much larger under the new arrangement; and, though not expressed in figures, will be felt before the end of another year as a serious gain in the utility of the service.

#### FOCUSSING OUR FACILITIES.

Few realize how heavy have become the demands of scholarly work in a large reference library, and how great a task it is to supply to all classes of investigators not merely the books “we have,” but courses of study, bibliographies and reading lists. The public library supplies most of the working material for missionary societies, for bible-study in churches, for Christian Endeavorers, and similar organizations; for “papers” of women’s clubs; for students of California history, of architecture; of the various schools of art and the history of art, and of every department of philanthropic, religious, educational, technical and historical work.

These courses and lists are made up with trained skill and laborious effort, often extending over many months for a single list. Each such list multiplies by at least 100 the instant usefulness of the library in the line of investigation concerned. We have now some 600 of these lists on file, and are making new ones all the time. The special report of the Reference Department, this year, gives a faint idea of this enormous activity, which is not approached by

any other educational function of this city, nor by the public library of any other city.

The genial nickname of "the People's University," sometimes plastered upon public libraries whose only function is to amuse, might sanely be applied to this department. No college in Southern California has so fully formulated a course of study in any of the lines that we have covered. No art school, no architect's office, is prepared with any such course in art or architecture. They are not expected to be. This is a phase of that "intelligent co-operation" for scholarship whereby the public library becomes the center and focus of all such studies. Colleges, architects, schools, and students that know how to study, come to the library for their own professional tools above the ordinary.

No other public library in the country—and few reference libraries, even of the great ones—is so much used by literal students. The great reference room is constantly and largely employed. For the first time the library has now seminar rooms (three of them, with a total floor space of about 1,000 feet, or nearly half the whole reference quarters available last year). In these closed rooms the serious investigator, whose work involves the consultation of perhaps hundreds of volumes, has a fair opportunity.

The use of maps is one of the surprising minor activities of this library—and doubtless a regional excess, due to the enormous proportion of newcomers. We have an extraordinarily good provision in maps—beginning with the best relief map of California (one of the three extant copies), and with more than 2,200 printed maps, covering the civilized world, and particularly strong on California and the West; and with a gain of about 25 per cent. in number for this one year. We have no record of this use, but it runs into the hundreds daily. Boys and girls, women and all sorts and conditions of men, are in almost constant consultation of some item of our cartographical stock. This is entirely aside from the enormous use of our atlases and other bound maps.

While all progressive libraries now make use of photographic and other reproductions of the greatest paintings and sculpture, and of the world's foremost architecture, not only for Reference but for circulation—this library was one of the first and is one of the foremost in this activity. It is also recognized as the leader in this respect in the whole West. It has a collection of over 8,000 such illustrations of art and architecture; classified and handled



on the best system, housed in the best cases in America, and with an enormous public use.

The California Library Association has this year provided a text book on this subject, designed for California libraries—but inevitably to be used throughout the United States as the best guide in its kind to this important work. A state committee was appointed to prepare this publication; but the work was done in this library by the chairman, Miss Anna McC. Beckley, head of our Reference Department, and her assistant Miss Mary M. Bevans. This authoritative annotated list has recently come from the press, and is on sale in the name of the California Library Association, the State Library and the Los Angeles Public Library. We have never issued any publication in which we have a better right to feel proud. Nor has any other Western library.

The modern librarian is business manager for the Library Board. No matter what his qualifications, he can not conduct the business without the confidence and help of his employers—themselves agents for the public. Nor can he secure satisfactory results without the active cooperation of the staff; since under civil service regulations the power of employment and dismissal is not on a business basis; and the service given by each employe must depend largely on the conscience of that individual.

This year, as in the two preceding years of my work here, I have had cause for deep gratitude in both directions. The patience of this Board of busy professional men with the active, and sometimes irritating, demands of an unpaid public service, aggravated by the multiplication of routine; the earnestness and the foresight with which the Directors have not only enabled but forwarded my endeavors—merit the formal record of my high appreciation not merely as librarian, but as a citizen of this city.

For the staff, likewise, I wish to record my hearty approval. In any such service it requires patience on both sides. I hope that these employes can feel that I have taxed their patience as little as they have taxed mine. Under difficulties of extra work and overtime, and a tax in mental and physical strength such as has fallen per capita to no other staff in America this year, they have added to my pride in them. Which is perhaps a more selfish way of saying that they have earned the gratitude of the community they serve.

Respectfully submitted,

CHAS. F. LUMMIS, Librarian.

## REPORTS OF DEPARTMENTS

From the annual reports filed with the librarian by the Principals of departments, the following digest is made:

## ACCESSIONS:

MARY A. JOHNSON, Principal.

In November, 1908, a new record was made in the Accession Department, with a gain of 2,750 volumes. For the whole year the accessions number 16,810—the largest number of volumes ever added to the Library in any one year, and much more than double the gain for 1907. We have massed upon this routine every hour of service that could be “begged, borrowed or stolen” from all other departments; and more work has been done than in any previous term; yet some 3,500 books are still tied up here at the end of the Library year. We have ordered and bought these books and paid for them—with all the red tape imposed upon us as to each transaction—and the books are in the building, but doing no good to the public, simply because we have not enough attendants to mark, label and otherwise “process” them. Nothing shows more clearly the handicap of a too small staff. This one department needs at least three more attendants. We have not even enough people to do the necessary mending of books damaged by use—our chief economy on what otherwise becomes far more expensive in our bindery bills. We have mended this year 26,973 books, as against 43,656 in 1907 and 50,146 in 1906.

Discarded, 1962; net gain in volumes for the year, 14,688; total volumes in library (accessioned) 117,804. This department also has charge of the stock room; and issues supplies to all departments. *BINDING*—Georgia Horgan, Principal.

During the year we have prepared for the binders 14,166 volumes and received back from them 14,062. Our binding is still done by three firms in competition, and under two patented processes—both of California invention. The Department has been seriously taxed, since the work has been unusually heavy and the available workers too few. Aside from the immense amount of clerical work required, this department has dealt with more than 30,000 books during the year, with an average of less than nine hours per day of service.

*BOOK ORDERS*—Margaret D. Bloomer, Principal.

This Department, installed last year, has been active and effective. In the last two months the work has been still further expedited by Miss Rowell, whose return to us from the State Library is a good fortune to our service. The reports of this Department and of Accession show the largest addition to our stock ever recorded in one year, and the largest expenditure for the same. The expenditures for books by department in round numbers are as follows: Branches, \$2,596; Documents, \$324; Juvenile, \$2,492; Literature, \$6,045; Fiction, \$4,392; Reference, \$9,334; total cost of books received, \$25,186.37; and the outstanding orders amount to \$8,138.34.

*BRANCHES*—Julia W. Blandy, Principal.

The 10th Branch (Moneta) and seven new Deposit Stations have been added this year. Volumes added, 3,056; total volumes, 15,875 (Juvenile, 3,939, adult, 11,799, reference, 137); gain in circulation 15,150 (gain in Juvenile circulation, 2,834). These figures do not include Deposit Stations.

| Branch             | Vols.  | Circulation |          |            | Total '07 |
|--------------------|--------|-------------|----------|------------|-----------|
|                    |        | Adult       | Juvenile | Total 1908 |           |
| East Main.....     | 1461   | 7,440       | 4,101    | 11,541     | 10,759    |
| Highland Park..... | 1431   | 12,056      | 3,853    | 15,909     | 14,450    |
| Garvanza.....      | 1957   | 11,452      | 3,814    | 15,266     | 12,823    |
| Boyle Heights..... | 1373   | 15,727      | 5,176    | 20,903     | 21,163    |
| Central Ave.....   | 1955   | 22,905      | 10,798   | 33,703     | 33,279    |
| Vernon.....        | 1395   | 12,610      | 7,781    | 20,391     | 21,361    |
| Moneta Ave.*.....  | 1213   | 2,038       | 1,462    | 3,500      |           |
| University.....    | 1596   | 15,798      | 4,904    | 20,702     | 15,777    |
| Washington.....    | 1704   | 16,955      | 6,281    | 23,236     | 21,158    |
| Pico Heights.....  | 1653   | 19,066      | 7,239    | 26,305     | 25,536    |
| (Reference).....   | 137    |             |          |            |           |
| Totals.....        | 15,875 | 136,047     | 55,409   | 191,456    | 176,306   |

\*four months.

The Highland Park Branch (evicted by Occidental College from the Stimson Memorial Library, which was founded as much for the neighborhood as for the college) has been removed to the only quarters available in Highland Park. Here, as in other branches, it should be our policy to secure the gift of land and erect our own branch buildings—fireproof, modern rooms adequate for present needs, and on a plan elastic to future growth.

#### Deposit Stations.

Los Angeles High School Library.  
 Los Angeles Polytechnic High School Library.  
 Third Presbyterian Church.  
 Hollenbeck Home.  
 Los Angeles Public School Library.  
 Home Telephone Co.  
 Barlow Medical Library.  
 Playground No. 1 (Violet St.).  
 Added in 1908.  
 Jewish Women's Foreign Relief Association.  
 Playground No. 2 (Echo Park).  
 Playground No. 3 (Recreation Center).  
 Newman M. E. Church  
 Young Men's Christian Association  
 Young Women's Christian Association.  
 The Bishop & Co. factories.

*CATALOGUING*—Florence Thornburg, Principal.

Books catalogued, 1908, 4,780 (in 1907, 5,127)—“Classes” 3,405, Music 193, French 229, German 41, Spanish 299, Fiction 495, Juvenile Fiction 118. Library of Congress Cards cut and filed, 47,110. Picture catalogue entries, 1,111.

Music catalogue has been commenced, and Music will be entirely re-numbered—to bring the works of a composer together. The main card is given full title, imprint, contents, etc. An “author analytic” is made for every song in a general collection, but not when appearing in an individual collection, as these are already alphabeted on the main card. A “title analytic” is made for every song, English titles being used (except when foreign words only are given). The author and title analytics are very short, the title of the work never being repeated. The call number is given for every book in which the song may be found, and the register of the voice—high, low

romedium. The idea is to make the catalogue very full as to number of entries, but short as to form of entry. Plentiful cross references are used.

Nine card cabinets with a total of 66 drawers, have been added—for foreign books, music, Library of Congress cards (twice shifted, and with 36 additional drawers), etc. Two Hammond typewriters have been added.

**CLASSIFICATION**—Mary E. Taylor, Acting Principal.

In June (Miss S. Beckley being appointed Principal of the Juvenile Department), Miss Taylor was assigned in charge of Classification. In spite of serious shorthandedness—and she needs at least two permanent assistants—Miss Taylor has discharged her work well. In 1908 her department classified 6,593 volumes as against 2,208 in 1907—besides the vast amount of detail in reclassification, inventory cards (8,018), plates, checks and labels (6,241), shelf-lists, etc.

**DOCUMENTS**—Grace M. White, Principal.

Unlike most others, this department secures its stock mainly by the direct work of the principal, and by her correspondence. She also makes her own shelf-list, catalogue and bindery records.

The work outlined in the Nineteenth<sup>th</sup> Annual Report has been carried forward and expanded. The official publications of cities, states, scientific and legislative bodies, national congresses and conventions, in this country and throughout the world, have been secured systematically and in large number; and this work is steadily progressing. The works thus secured are made useful by proper cataloguing, classification, bibliography, etc. The Agriculture catalogue has been thoroughly revised and classified. 10,678 inventory cards have been written for Agriculture, Experiment Stations and the Congressional set.

The arrangement of the latter, adopted in this library over a year ago has proved a great improvement over the system in use in nearly all other depositories. Mr. Wyer, of the New York State Library School, had also tried this method; and upon his recommendation it has recently been adopted by the United States Superintendent of Documents. A special library edition will hereafter be published to facilitate its use.

Besides short ones, we have prepared an exhaustive bibliography on "California horticulture", and one on "Municipal Material" in the government and state documents. Innumerable questions have been looked up concerning the armies and navies of the world, the power of the Speaker of the House, election of senators, pensions, tariff, topography, explorations and surveys, geology; mineral, water and oil resources; ethnology, agriculture, horticulture, forestry and rubber culture. Three Geological Survey bulletins have recently been published on the oil fields of this region. "Forest trees of the Pacific Slope" is a 440 page publication of the Bureau of Forestry. Three of the best books on Eucalyptus are published by the Government and State. Our "Manual of Wireless Telegraphy" is in constant use. 300 Coast and Geodetic Survey Charts have been purchased, covering all the western coast of the United States, Alaska and the Philippine Islands. New editions of all the Coast Pilots have been secured.

**FICTION**—Margaret G. Melzer, Principal.

Number of volumes in department, 29,578 (net gain of 4,387). Circulation, 289,903 (net gain 68,083). New authors 55; new titles, 223. Proportion of new books, 52 % (in 1907, 34 %). Notices sent 2,631 (in 1907, 1709). Postals sold 911 (in 1907, 763).

Most popular books of the year. reserved:

|                               |                          |
|-------------------------------|--------------------------|
| Ramona                        | The Garden of Allah      |
| Beverly of Graustark          | Lin McLean               |
| The Rejuvenation of Aunt Mary | At the Mercy of Tiberius |
| The Virginian                 | The Kreutzer Sonata      |
| Anna Karenina                 | The Call of the Wild     |
| The Clansman                  | The Sign of the Cross    |

The Duplicate Fiction List is a great success (see tables elsewhere), and should be extended to the Branches. Volumes in Duplicate list, 434; different titles, 60; circulation 22,248 (gain of 5,612 over last year); total cash receipts \$1,272.81 (gain of \$261.81 over last year.)

*GENERAL LITERATURE*—Gertrude Darlow, Principal.

Circulation, 90,522 (gain of 18,158 over last year); net gain in volumes, 1,657 (as against 773 last year); reading room use by card, 12,240 (as against 11,170 last year); notices sent, 7,644.

The new reading room has few peers in America. Floor-space, tables, chairs, and other facilities have been greatly increased. The closed shelf is at last a reality, to the great benefit of the department. In default of a printed catalogue, the principal posts, monthly, typewritten lists of new books. The "Pacific Outlook" has shown scholarship and public spirit by a weekly column of criticism and comment on our new books. This imprint is clipped and pasted in a scrap book for public use.

Like all others, the department has suffered seriously by lack of attendants. Its work, however, is constantly growing. The modern dramatists take first place; with "New Thought" and "Christian Science" in constant demand.

Bulletins—anniversary, obituary, etc.—with illustrations (when available), necessary data, and reference to the books in this library bearing on the given topic, have been posted as follows:

Daniel Coit Gilman, Chas. Eliot Norton, Victorien Sardou, Christmas Carols, Lord Kelvin, Japanese Illustration, American Essayists, Edward McDowell, "Ouida," George Meredith, Abraham Lincoln, "Servant in the House", Tony Pastor, General Chaffee, George Washington, U. S. Fleet, Shakespeare, Wagner, Francois Coppee, Gardening, Cleveland, Fourth of July, Joel Chandler Harris, Robert Burns, Ira D. Sankey.

*JUVENILE*—Stella C. Beckley, Principal.

Last year related unsatisfactory conditions—inadequate quarters, net loss in books (rapidly wearing out by incessant use), fall of 3% in circulation.

In March, Miss Blanchard, resigned as principal, and Miss Green acted until June, when Miss S. Beckley was appointed principal. Miss Green has been given a year's leave to study in the East; and there is serious need of an assistant principal "with brains, muscle, and a willing spirit."

In the new quarters this vital department has a charming room of 1,330 square feet, perfectly lighted, with access to the books, and with decoration of pictures of the highest class. The youngsters have "found their way." The circulation already shows a gain of about 34% over last year—and the largest in the history of the department. 2,834 volumes have been added.

*MAIL AND PERIODICALS*—Emilie Jackson, Principal.

(See paragraph, elsewhere on Periodicals).

|   |       |
|---|-------|
| Donations received and entered, library reports, etc..... | 673   |
| Acknowledgements sent. ....                               | 163   |
| Magazine volumes prepared for binding.....                | 321   |
| Magazine covers made .....                                | 731   |
| Magazines covered for reading room use.....               | 6528  |
| Magazines covered for circulation.....                    | 2124  |
| Los Angeles newspapers prepared for binding. Volumes....  | 32    |
| Magazines circulated during the year. Bound and unbound.. | 39179 |

*REFERENCE*—Anna McC. Beckley, Principal.

Volumes in department, 21,401 (gain of 128 over last year); pictures added, 511; 2 picture cabinets added.

Our genealogical works have been much added to—particularly through lists furnished by Ora W. Monette, Esq.

In Applied Science we have purchased over \$2,000 worth of text-books, experted by Mr. E. F. Stevens, of Pratt Institute.

Through the State Historical Society of each state we have secured lists of books on the history of each state, along with reports and bulletins of great

value. Mr. Irving B. Richman has most courteously aided in the selection of books in these extensive lists.

By active effort we have advanced far toward the completion of our magazines file.

Among the most valuable additions this year we must count the twenty-six antique Japanese prints from the Mossin Collection; and the water color paintings of California wild flowers, by Miss Hutchinson, (original).

We have received also the first two volumes of text and two portfolios of the colossal Curtis work, which has been advanced to a \$4,500 subscription since we subscribed three years ago. This is a work which every self-respecting public library must possess. An expert review of it appears in the "American Anthropologist" for October.

The collection of rare Hebrew books and papers of the late Rabbi A. W. Edelman was presented to the library. These have been assigned a special place on our shelves, with a special book plate. Other important accessions:

Burdette, Hospitals and Asylums of the World.

Berenson, Drawings of the Florentine Masters.

Case of the Mercury, MSS. (See pp. 27-30).

Curtis, North American Indians.

Filson Club Publications.

Gardner. Old silver work.

Horne, Botticelli.

Lummiss, Warner's Ranch Indian Commission Report.

Hulbert, The Crown collection of photographs of American maps.

Jones, Inigo, Designs for public and private buildings.

Letarouilly, Le Vatican.

Massey, de, Journal d'un voyage en California 1849-50, MSS.

Schultz, Die renaissance in Italien Fruh renaissance.

Important reading lists have been prepared as follows:

Bible study: (Bibliography for the study of the Gospel of St. Matthew.

Browning, Robert: (Classified list of magazine articles.)

California as an Island: (List of early maps showing California as an island.)

California history outline: (Revision of the annotated outline for study of California history.)

Folk-lore: (Bibliographies for the Ruskin Art Club, in Oriental, Celtic, Scandinavian.)

Civic: (For use of the Committee on Revision of Los Angeles Charter.)

Perugia: (Bibliography of Perugia; its arts, history and literature.)

In March, 1907, I was appointed chairman of a committee of the California Library Association, on picture work for the state. During the year, I was absent in Europe for nine months. Upon my return in January, 1908, after consultation with the Librarian, and at the urgent request of the State Librarian, a list of 500 pictures, annotated, accompanied by a list of 30 books useful in the study of art, was prepared. In February I attended the meeting of the California Library Association at San José, and presented the work. Mimeograph copies of the list of 30 books were made in Sacramento and are for sale here at 10 cents a copy. The annotated list of 500 pictures was printed in Los Angeles by the C. L. A., under my supervision. It includes only the best known of the great masterpieces in architecture, sculpture, and painting; arranged in chronological order. The pamphlet contains, with the index, 82 pages. It is sold here, for the Association, at 25 cents post paid.

Work on a new annotated card-catalogue of our picture collection has progressed during the year. Entries for 675 pictures, giving location, date and a short characterization by a well-known authority, have been made, and are available for use.

The system of classification has been revised, and been made to conform to the later methods of constructive criticism.

During 1907 and 1908, many additions have been made to the picture collection. Twenty-six valuable Japanese prints have been purchased from

the collection of the late J. G. Mossin, and represent the best periods of Japanese engraving. They are declared by experts to be unusually fine specimens.

Eleven Medici prints, which are accurately colored reproductions, have been added.

261 Braun-Clement carbons were purchased. The majority are of a large size, suitable for framing.

Doubleday's "gallery of master-pieces," containing 50 reproductions, and another set of 18 carbons, have been received.

A collection of 145 water color paintings of our California Wild-flowers, is being made by Miss Hutchinson. We have placed an order with her for a set for our Reference Room. These paintings are both scientific and artistic, and are the most beautiful I have seen. All botanists and artists who have examined them are enthusiastic in their praise.

The Medici prints have been displayed in the glass case in the Reference Room, and attracted much favorable comment.

In June an exhibit was made in the Juvenile and School Departments of large carbon photographs, loaned by the Elson Company. Notices were sent to the principals of private and public schools, with the result that many teachers came to examine the pictures.

During November, the most popular of our Braun-Clement carbons have been displayed in the same departments, and many who heard Mr. Hector Alliot speak in the Mothers' Congress, have enjoyed the exhibit.

Ten outlines have been prepared for use in lectures on art. These include two on Egyptian architecture, one each on Basilican churches, Romanesque and Gothic architecture; certain emblems and attributes; Botticelli; Filipino Lippi; Benozzo Gozzoli; Ghirlandajo; and Lucas Signorelli.

There has also been serious assistance to the work of the Civic Federation.

In answer to numerous requests, references have been prepared by Miss Bevans for Missionary meetings; and a study library has been added to the collection of missionary material. In October an exhibit of books, maps, pictures and card bibliographies on missionary topics, was made at the convention of the Los Angeles Christian Endeavor Union. Miss Bevans spoke at this convention, and requests were made to have the address repeated before various societies of the city. The presidents of the Christian Endeavor Societies of the city, the Woman's Missionary societies, the Epworth Leagues, and the Baptist Young People's Unions have praised Miss Bevans's work.

The Principal is also in direct charge of the Training Class, and assists the Librarian in written and oral examinations, of which there have been many this year.

My staff divided the heavy bibliographical work of the year. Miss Hilton prepared the extensive list on Robert Browning; Miss Brunson revised and re-edited the California History outline; Miss Caruthers, Miss Madison and Miss Ott sectioned the Ruskin Club work on Folk-lore; Miss Hilton superintended the list on Municipal Government, and Miss Madison worked on Perugia for the Berkeley Woman's Club.

Miss Brunson, Miss Caruthers, Miss Hilton and Miss Ott have given their time and attention to the various wishes and wants of the public, and a consultation of the monthly reports will show the great variety of topics and the heavy demands that were made on their time. They are all thoroughly equipped to handle the reference work, and I wish to express my satisfaction and gratitude in securing such a staff. Miss Bevans and Miss Miller have worked most satisfactorily in the picture department during the year.

**REGISTRY**—Laura S. Hillis, Principal.

See article elsewhere on Registration. The enormous further routine work of this department is also noted in another page.

**SCHOOLS**—Charlotte M. Casey, Principal.

The usefulness of the School Department, since it was relieved of the irrelevant burden of packing and unpacking 20-cent readers, is highly gratifying. Five hundred teachers are enrolled as patrons of this department, with

larger circulation of books and pictures. The building up of documentary aids to study by educators; the use of this department as a clearing house for teachers for the various uses of the library, general and special; the great growth of the use of the stereograph (an innovation made last year, and greatly added to this year) combine to make a gratifying record. The division of routine responsibility by which the Board of Education took over the volumes which once burdened the library, has more than justified itself. The public schools now maintain that library in their own building, with their own assistants; and the volumes we turned over to them are as active as ever, but now administered by the department to which they belong. This was one of the differentiations necessary in any business as it grows large. It became inevitable in a city whose public schools have an enrollment of about 38,000, and with an annual income of over \$1,000,000.

The circulation for the year is 9,247; a gain of 382 over last year. Many lists have been made. The department has at last a competent room of its own; but is badly in need of assistants.

*WESTERN HISTORY MATERIAL*—Edith M. Wheat, Principal.\*

For lack of attendants, this department (one of the most important in the Library's permanent work, but not most "numerous" in its public service) has suffered throughout the year, and for four months has been practically closed—its workers being taken to fill gaps at the desks, etc.

During the year, however, it has marked and clipped the city and other newspapers for March, April, July, August, 1907; classified and pasted in 300 scrap-books the clippings for March to July inclusive; clipped and classified (in envelopes, temporarily) the papers from December, 1907, to May 1908, inclusive; classified and pasted the Arizona, California, and other western Library notes (clipping bureau) from 1900 to 1905, etc., besides a large mail business.

\*Acting.



## APPENDICES

## FRAGRANT COMPARISONS.

The following comparisons cover—as well as their furnished statistics enable us to cover—a number of cities larger than this at the last federal census, or with a larger number of volumes than this at their latest report. In books and circulation, their statistics are practically up to date. In matter of population, while Los Angeles has grown faster than any other city in America since the census of 1900 (which gave it a population of 102,479) all we can do is to give the census figures.

It is in no petty spirit that I make comparisons for this library with the larger libraries of larger cities. This community intends to “live up to” not its juniors but its seniors. Wherein it surpasses the various activities of larger American cities (as it often does in record of number and cost of buildings, in transit, and in other concrete evidences of private enterprise or public spirit) it is entitled to the satisfaction of those statistics—not for vainglorious sitting down with its record, but as a generous stimulus to “keep on keeping ahead” of the race. Wherein it falls short, it ought to catch up.

## BOOKS AND CIRCULATION PER CAPITA.

This table gives percentage of books in public library per capita of population (1900 Census) and of circulation per volume and per capita by latest reports:

| Library            | Vols.<br>per capita | Circ.<br>per capita | Circ.<br>per Vol. |
|--------------------|---------------------|---------------------|-------------------|
| Baltimore.....     | .49                 | 1.11                | 2.26              |
| Boston.....        | 1.64                | 2.72                | 1.64              |
| Buffalo.....       | .65                 | 3.34                | 5.16              |
| Chicago.....       | .13                 | .82                 | 4.29              |
| Detroit.....       | .79                 | 2.54                | 3.18              |
| Kansas City.....   | No report           | 1.23                | No report         |
| Los Angeles.....   | 1.14                | 6.87                | 5.97              |
| Minneapolis.....   | .81                 | 2.98                | 3.67              |
| Newark.....        | .50                 | 2.55                | 5.05              |
| New Haven.....     | .74                 | 2.72                | 3.66              |
| New Orleans.....   | No report           | .33                 | No report         |
| Northampton.....   | 5.85                | 4.01                | .68               |
| Oakland.....       | .77                 | 4.46                | 5.73              |
| Philadelphia.....  | .24                 | 1.35                | 5.84              |
| Pittsburg.....     | .87                 | 2.75                | 3.15              |
| Portland, Ore..... | .79                 | 3.12                | 3.94              |
| Providence.....    | .73                 | .82                 | 1.11              |
| Rochester.....     | .46                 | .23                 | .52               |
| St. Louis.....     | .039                | 1.95                | 4.93              |
| St. Joseph.....    | .41                 | 1.94                | 4.73              |
| St. Paul.....      | .52                 | 1.86                | 3.53              |
| San Francisco..... | .15                 | 1.36                | 8.6               |
| Seattle, Wash..... | 1.16                | 5.63                | 4.84              |
| Springfield.....   | 4.16                | 7.41                | 3.30              |
| Syracuse.....      | .71                 | 1.78                | 2.48              |
| Toledo.....        | .59                 | 2.84                | 4.81              |
| Washington.....    | .33                 | 1.74                | 5.19              |
| Worcester.....     | 1.37                | 2.32                | 1.68              |

POPULATION, NUMBER OF VOLUMES, CIRCULATION.

| Library                                | 1900 Census |           | Present       |  |
|--|-------------|-----------|---------------|--|
|  | Population  | Volumes   | Circulation.. |  |
| Atlanta, Ga.....                       | 89,872      | 36,272    | 132,250       |  |
| Brooklyn, N. Y.....                    | 1,392,811   | 510,514   | 2,927,096     |  |
| Buffalo.....                           | 352,387     | 247,595   | 1,277,564     |  |
| Boston.....                            | 560,892     | 922,348   | 1,529,111     |  |
| Cambridge.....                         | 91,886      | 77,953    | 283,688       |  |
| Chicago.....                           | 1,698,575   | 339,282   | 1,414,292     |  |
| Cleveland.....                         | 381,768     | 319,528   | 1,671,865     |  |
| Cincinnati, O.....                     | 325,902     | 350,615   | 1,281,211     |  |
| Davenport, Iowa.....                   | 35,254      | 24,269    | 150,692       |  |
| Dayton, Ohio.....                      | 85,333      | 72,454    | 218,488       |  |
| Detroit, Mich.....                     | 285,704     | 228,395   | 726,982       |  |
| Erie, Pa.....                          | 52,733      | 38,859    | 145,345       |  |
| Grand Rapids, Mich.....                | 87,565      | 92,558    | 301,279       |  |
| Hartford, Conn.*.....                  | 79,850      | no report | 234,413       |  |
| Haverhill, Mass.....                   | 37,175      | 87,000    | 172,365       |  |
| Jacksonville, Fla.....                 | 28,429      | 15,677    | 87,522        |  |
| Kansas City, Mo.....                   | 163,752     | no report | 280,344       |  |
| Lawrence, Mass.*.....                  | 62,559      | 58,095    | 110,991       |  |
| Lincoln, Neb.....                      | 40,169      | 23,162    | 91,855        |  |
| Lexington, Ky.....                     | 26,396      | 23,224    | 55,231        |  |
| Los Angeles, Cal.....                  | 102,479     | 117,804   | 708,253       |  |
| Louisville, Ky. †.....                 | 204,731     | 83,214    | 319,487       |  |
| Malden, Mass.....                      | 33,664      | 53,552    | 137,433       |  |
| Minneapolis, Minn.....                 | 202,718     | 165,581   | 604,313       |  |
| Milwaukee, Wis.....                    | 285,315     | 181,597   | 1,340,556     |  |
| New Britain, Conn.....                 | 25,998      | 32,118    | 118,764       |  |
| Newark, N. J.....                      | 246,070     | 134,534   | 629,891       |  |
| Oakland, Cal.....                      | 66,960      | 52,118    | 299,134       |  |
| Peoria, Ill.*.....                     | 56,100      | 109,396   | 199,735       |  |
| Philadelphia, Pa.....                  | 1,293,697   | 321,643   | 1,878,456     |  |
| Pittsburg, Pa.*.....                   | 320,616     | 280,088   | 884,760       |  |
| Portland, Me.....                      | 50,145      | 61,798    | 104,526       |  |
| Portland, Ore.....                     | 90,426      | 71,755    | 282,793       |  |
| Providence, R. I.....                  | 175,597     | 131,059   | 145,432       |  |
| Patterson, N. J.....                   | 105,171     | 33,428    | 148,243       |  |
| Rochester, Reynolds-Library, N. Y..... | 162,608     | 75,000    | 39,718        |  |
| St. Joseph, Mo.*.....                  | 102,979     | 42,311    | 200,478       |  |
| St. Louis, Mo. †.....                  | 575,238     | 222,780   | 1,124,716     |  |
| St. Paul, Minn. †.....                 | 163,065     | 86,198    | 304,626       |  |
| Salem, Mass.....                       | 35,956      | 49,530    | 94,036        |  |
| San Francisco, Cal.*.....              | 364,677 †   | 54,317    | 465,437       |  |
| Seattle, Wash.....                     | 80,671      | 93,794    | 454,735       |  |
| Sioux City, Iowa.....                  | 33,111      | 23,512    | 63,248        |  |
| Somerville, Mass.....                  | 61,643      | 79,162    | 419,539       |  |
| Springfield, Mass.*.....               | 62,059      | 159,246   | 483,632       |  |
| Syracuse, N. Y.....                    | 108,374     | 77,738    | 193,248       |  |
| Toledo, O.....                         | 131,822     | 78,034    | 375,931       |  |
| Trenton, N. J.....                     | 73,307      | 40,451    | 211,023       |  |
| Washington, D. C.....                  | 278,718     | 92,937    | 481,463       |  |
| Wilkes-Barre, Pa., Osterhout Lib.....  | 51,721      | 39,515    | 105,864       |  |
| Wilmington, Del.....                   | 76,508      | 62,505    | 252,397       |  |
| Worcester, Mass.....                   | 118,421     | 163,401   | 290,455       |  |

Note:—All reports are for 1907 except those \* 1908, and † 1906. † Estimated 1907.

## BOOKS, BINDING, AND PERIODICALS.

| Library                         | Paid for<br>books | Binding       | Periodicals. |
|---------------------------------|-------------------|---------------|--------------|
| Atlanta, Ga.....                | \$ 5,036.96       | \$ 517.78     | \$ 360.38    |
| Brooklyn, N. Y.....             | 47,739.60         | 32,049.51     | 7,132.60     |
| Buffalo, N. Y.....              | 16,339.57         | 7,409.22      | 1,918.57     |
| Boston.....                     | 36,628.21         | 22,987.21     | 8,976.61     |
| Cambridge, Mass.....            | 6,039.19**        | 1,403.71      | No report††† |
| Chicago, Ill.....               | 20,078.07         | 12,667.30     | 5,342.23     |
| Cincinnati, Ohio.....           | 41,893.20         | 6,677.07      | Not given    |
| Cleveland, Ohio.....            | 40,969.22         | 19,789.05     | 674.73       |
| Davenport, Iowa.....            | 3,331.11          | 935.02        | 291.98       |
| Dayton, Ohio.....               | 5,539.73**        | 1,582.50      | No report††† |
| Detroit, Mich.....              | 14,115.72         | 5,764.40      | 2,088.80     |
| Erie, Pa.....                   | 2,524.94          | 770.24        | 422.54       |
| Grand Rapids, Mich.....         | 10,567.22         | 2,464.53      | 1,314.78     |
| Hartford, Conn.....             | 4,375.10          | 2,065.20      | 816.03       |
| Haverhill, Mass.....            | 3,441.96          | 385.64        | 669.49       |
| Jacksonville, Fla.....          | 1,955.12          | 358.22        | 229.42       |
| Los Angeles, Cal.....           | 23,791.51         | 7,200.00      | 2,115.24     |
| Louisville, Ky.....             | 12,593.97         | 2,308.32      | ?            |
| Lawrence, Mass.....             | 2,773.60          | 1,054.10      | 810.34       |
| Lincoln, Neb.....               | 3,383.66          | 399.20        | 278.84       |
| Lexington, Ky.....              | 1,466.58          | 249.10        | 253.30       |
| Malden, Mass.....               | 4,790.98          | 686.66        | No report    |
| Milwaukee, Wis.....             | 10,337.75         | 1,099.18      | 1,496.57     |
| Minneapolis, Minn.....          | 4,771.59          | 4,993.32      | 2,523.48     |
| Nashville, Tenn.....            | 1,586.24          | 845.70        | 363.25       |
| New Britain, Conn.....          | 1,688.24          | 3,735.21      | 395.80       |
| New Haven, Conn.....            | 5,728.23          | 1,892.67      | 848.52       |
| New Orleans, La.....            | 12,849.00         | 825.17        | 885.38       |
| New York, Queensborough.....    | 14,376.60         | 2,577.52      | 1,995.04     |
| New York, Public.....           | 195,042.74††††    | .....         | .....        |
| Newark, N. J.....               | 15,787.86         | 5,674.15      | 1,630.02     |
| Oakland, Cal.....               | 8,696.27          | 2,463.71      | 851.00       |
| Peoria, Ill.....                | 3,709.09          | 343.13        | 904.74       |
| Philadelphia, Pa.....           | 50,674.61‡        | No report ††† | 4,500.00‡    |
| Patterson, N. J.....            | 3,907.14          | 769.37        | 842.60       |
| Pittsburg, Pa.....              | 44,918.76         | No report     | No report    |
| Portland, Me.....               | 1,016.42          | 796.14        | 452.72       |
| Portland, Ore.....              | 6,253.88          | 3,153.55      | 1,313.52     |
| Providence, R. I.....           | 7,133.63          | 1,658.52      | 1,611.10     |
| Rochester, N. Y., Reynolds..... | 6,230.00‡†        | No report     | No report    |
| St. Joseph, Mo.....             | 3,995.41          | 1,680.15      | 372.50       |
| St. Louis, Mo.....              | 34,828.98         | 7,651.28      | 1,288.06     |
| St. Paul, Minn.....             | 15,098.84         | 2,468.15      | 1,016.84     |
| Salem, Mass.....                | 1,610.50          | 899.43        | 512.17       |
| San Francisco, Cal.....         | 12,187.43         | 3,661.53      | 1,593.91     |
| Seattle, Wash.....              | 10,146.27         | 4,376.95      | 2,320.72     |
| Sioux City, Iowa.....           | 1,660.51          | 342.80        | 224.85       |
| Somerville, Mass.....           | 5,980.20          | 2,325.40      | No report††† |
| Springfield, Mass.....          | 2,559.12          | 2,601.81      | 1,068.08     |
| Syracuse, N. Y.....             | 7,978.78          | 1,700.08      | No report    |
| Trenton, N. J.....              | 3,674.09          | 1,048.70      | No report    |
| Washington, D. C.....           | 4,085.20          | No report     | 956.62       |
| Wilmington, Del.....            | 3,718.31          | 2,748.37      | 687.25       |
| Worcester, Mass.....            | 6,277.71          | 3,082.49      | 969.99       |

Note:—\*\* Includes Periodicals; ‡ includes Binding; †† Average appropriation; ††† included in Books; †††† includes Binding and Periodicals.

## BINDING, REPAIRING, DISCARDS.

| Library                             | No. Vols.<br>Bound | No.<br>Repaired | No.<br>Withdrawn |
|-------------------------------------|--------------------|-----------------|------------------|
| Atlanta, Ga.....                    | 397                | 8,832           | 2,048            |
| Boston, Mass.....                   | 30,761             | 1,897 (?)       |                  |
| Brooklyn, N. Y., Public.....        | †53,681            | No report       | 17,025           |
| Buffalo, N. Y.....                  | 20,241             | No report       | 19,116           |
| Cambridge, Mass.....                | No report          | No report       | 1,276            |
| Chicago, Ill.....                   | 26,732             | 50,408          | 8,303            |
| Cincinnati, Ohio.....               | 128,824            | 27,057          | None             |
| Cleveland, Ohio.....                | 17,207             | No report       | 12,853           |
| Davenport, Iowa.....                | 1,860              | 3,891           | 2,065            |
| Dayton, Ohio.....                   | 2,904              | 39,734          | 1,175            |
| Detroit, Mich.....                  | 7,312              | 15,081          | 2,383            |
| Erie, Pa.....                       | No report          | No report       | 3,166            |
| Grand Rapids, Mich.....             | 5,789              | 19,985          | 912              |
| Hartford, Conn.....                 | 4,209              | No report       | 1,848            |
| Haverhill, Mass.....                | 667                | No report       | No report        |
| Jacksonville, Fla.....              | 875                | No report       | 186              |
| Los Angeles, Cal.....               | 14,062             | 26,973          | 1,962            |
| Louisville, Ky.....                 | † 696              | 4,317           | 508              |
| Kansas City, Mo.....                | 7,544              | 9,794           | 3,041            |
| Lawrence, Mass.....                 | 2,263              | No report       | 658              |
| Lincoln, Neb.....                   | 880                | No report       | 973              |
| Malden, Mass.....                   | No report          | No report       | 1,143            |
| Milwaukee, Wis.....                 | 11,062             | 591             | 3,408            |
| Minneapolis, Minn.....              | 7,257              | 3,083           | 3,279            |
| Nashville, Tenn.....                | 1,073              | No report       | No report        |
| New Britain, Conn.....              | No report          | No report       | 913              |
| New Haven, Conn.....                | No report          | No report       | 2,320            |
| New Orleans, La.....                | 1,443              | 6,344           | 700              |
| New York, Queensborough Lib.....    | 3,801              | No report       | 1,000            |
| New York, Public.....               | 60,000             | No report       | No report        |
| Newark, N. J.....                   | 13,582             | No report       | 3,644            |
| Oakland, Cal.....                   | No report          | No report       | 2,875            |
| Patterson, N. J.....                | 3,263              | 23,135          | 486              |
| Peoria, Ill.....                    | 3,165              | 5,690           | 1,270            |
| Pittsburg, Pa.....                  | 26,215             | 1,974           | 8,001            |
| Portland, Me.....                   | 1,417              | 4,867           | 673              |
| Portland, Or.....                   | No report          | No report       | 4,817            |
| Providence R. I.....                | No report          | No report       | 1,265            |
| Rochester, N. Y., Revnolds Lib..... | 310†††             | No report       | 246              |
| St. Joseph, Mo.....                 | 3,850              | No report       | 921              |
| St. Louis, Mo.....                  | 18,721†            | No report††     | 15,683           |
| St. Paul, Minn.....                 | 4,556              | 17,409          | 2,180            |
| Salem, Mass.....                    | 11,805             | 16,727          | 1,160            |
| San Francisco, Cal.....             | 7,634              | No report       | 2,997            |
| Seattle, Wash.....                  | 4,737              | 2,067           | 1,840            |
| Sioux City, Iowa.....               | No report          | No report       | 277              |
| Somerville, Mass.....               | 5,228              | No report       | 13,729           |
| Springfield, Mass.....              | 6,949              | 25,000          | 2,216            |
| Toledo, Ohio.....                   | No report          | 33,762          | 2,929            |
| Trenton, N. J.....                  | 1,844              | No report       | 2,530            |
| Washington, D. C.....               | 5,577              | 4,697           | 4,702            |
| Wilkes-Barre, Pa., Osterhout.....   | 1,626              | No report       | 1,356            |
| Wilmington, Del.....                | 6,303              | 16,162          | 1,352            |
| Worcester, Mass.....                | 7,837              | No report       | 2,321            |

Note:—†Includes volumes repaired, †† Included with bound volumes.

††† Periodicals only.

Reports are for 1907 unless ‡ 1906.

## BRANCHES AND STATIONS.

| Library                           | Branches | Stations     | Circulation |
|-----------------------------------|----------|--------------|-------------|
| Atlanta, Ga.....                  | None     | none         | No report   |
| Boston.....                       | 11       | 17           | 1,139,359   |
| Brooklyn, N. Y., Public.....      | 25       | 2            | 2,927,096   |
| Buffalo, N. Y.....                | 3        | 9††          | 207,939     |
| Cambridge, Mass.....              | 2        | 16           | 137,995     |
| Chicago, Ill.....                 | 10       | 70           | 844,415     |
| Cincinnati, Ohio.....             | 12       | None         | 610,663     |
| Cleveland, Ohio.....              | 18       | 31           | 1,367,311   |
| Dayton, Ohio.....                 | 4        | 13           | 51,143      |
| Detroit, Mich.....                | 7        | No report††† | 15,001      |
| Erie, Pa.....                     | 3        | No report††† | 20,840      |
| Grand Rapids, Mich.....           | 5        | No report††† | 136,714     |
| Hartford, Conn.....               | 1        | 11           | 21,385      |
| Haverhill, Mass.....              | 4        | 9††          | 81,494      |
| Kansas City, Mo.....              | 1        | 22†          | 67,441      |
| Lawrence, Mass.....               | 1        | No report††† | 9,249       |
| Lexington, Ky.....                | None     | 3            | 2,022       |
| Los Angeles, Cal.....             | 10       | 15           | 198,462     |
| Louisville, Ky.....               | 3        | None         | 77,427      |
| Malden, Mass.....                 | None     | 16†††        | 10,129      |
| Milwaukee, Wis.....               | None     | None         | None        |
| Minneapolis, Minn.....            | 6        | 9            | 319,773     |
| New Haven, Conn.....              | 1        | None         | No report   |
| New Orleans, La.....              | 3        | None         | No report   |
| New York, N. Y.....               | 39       | 601          | 5,490,244   |
| New York, Queensborough.....      | 16       | None         | 558,065     |
| Newark, N. J.....                 | 6        | 494††        | 288,725     |
| Oakland, Cal.....                 | 6†††     | None         | 58,003      |
| Patterson, N. J.....              | 1        | None         | 14,666      |
| Peoria, Ill.....                  | 1        | 10††††       | 27,114      |
| Philadelphia, Pa.....             | 18       | 79           | 37,494†     |
| Pittsburg, Pa.....                | 6        | 160††        | 738,492     |
| Portland, Me.....                 | None     | None         | No report   |
| Portland, Oregon.....             | 8††      | 15           | 79,426      |
| Providence, R. I.....             | 1        | 1†††         | 9,049       |
| St. Joseph, Mo.....               | 1        | None         | 22,902      |
| St. Louis, Mo.....                | 1        | 45††         | 681,370     |
| St. Paul, Minn.....               | None     | 7            | 34,967      |
| San Francisco, Cal.....           | 4        | 6            | 334,606     |
| Seattle, Wash.....                | 5        | 75††         | 140,305     |
| Sioux City, Iowa.....             | None     | None         | None        |
| Somerville, Mass.....             | 6**      | 15           | 175,899     |
| Springfield, Mass.....            | 3        | 272††        | 164,603     |
| Syracuse, N. Y.....               | 1        | 2†††         | 16,285*     |
| Toledo, Ohio.....                 | None     | 45††         | 58,622      |
| Wilkes-Barre, Pa., Osterhaut..... | None     | 1            | 711o        |
| Washington, D. C.....             | 1        | 7            | 16,686      |
| Wilmington, Del.....              | 1        | 33††         | 34,736      |
| Worcester, Mass.....              | None     | 9            | 14,899      |

Note:—† Indicates sub-stations, †† Includes delivery stations, schools, clubs, etc. ††† Called reading rooms; †††† Schools Libraries only; † Stations circulation only; †† Five are reading rooms; ††† Other stations not recorded;

\*Branch circulation only; \*\* Called agencies. o Closed Since April.

## REACHING OUT

Every live public library realizes that it does not yet largely reach two of the great classes that most need it—the “business” and the “laboring” people. Every live library is trying in proportion to its ingenuity, to induce these two classes, of widely different tastes and needs, to take advantage of the large provision it has for each. It can serve them both—if they will only “accept service.”

For the latter class, libraries have multiplied Branches, playgrounds, reading-rooms, deposit stations, and the like. For the former class, there is yet no satisfactory device.

This Library is now sending out the following letter to the business men, railroad men. etc., of this city and county:

Dear Sir:

This city supports a public library—now fourteenth in size in the United States and first in activity.

What are YOU getting out of it?

This library of 120,000 volumes is something more than “a place for women and children to get story books without paying for them.” It is also a great center for study not only for pleasure but for profit; and is used by thousands not only for literature and art but for mining, electrical engineering, irrigation and every other department of applied science and business.

This library has things which would be useful to you in your business. Anything that it hasn't now, and that might be of use to you, it will be glad to get and put at your service.

A membership card is enclosed. Why not fill it out and become a member of the Los Angeles Public Library? There are over 39,000 card holders already. If you will let us know what interests you, either in your work or for your pleasure, we will gladly tell you what is now in stock, and will be glad to procure anything further that is desired.

This is a large and well-equipped institution, of high rank among American Libraries. It desires to increase its serious usefulness to the community. You are one of those it would like to be useful to. Look into it!

Sincerely Yours,

CHAS. F. LUMMIS, Librarian.