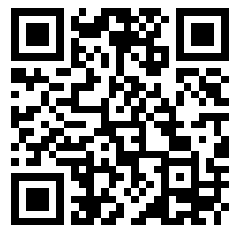

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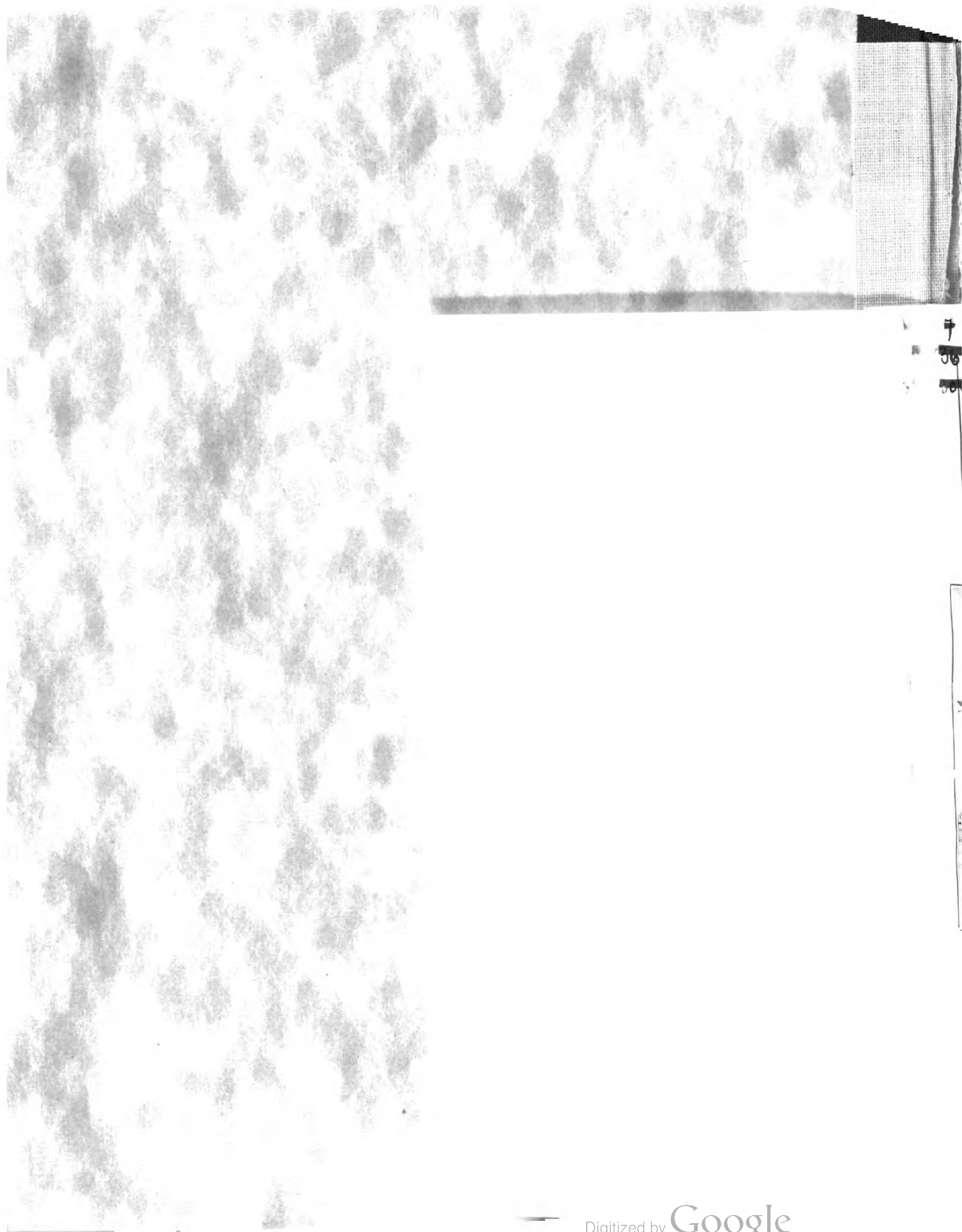
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1906/07



UNIVERSITY OF
ILLINOIS LIBRARY
AT URBANA-CHAMPAIGN
BOOKSTACKS



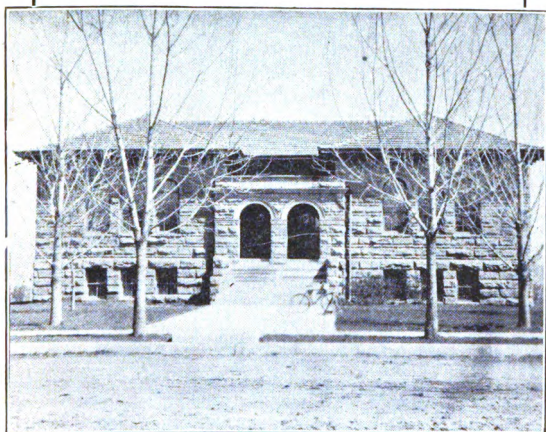
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University of Illinois,
Library School.

Bulletin

OF THE

Fort Collins



Public Library and Free Reading Room, Fort Collins, Colo.

Public Library

and Free Reading Room

1907

027
F7363R
1906/07

LIBRARY ORGANIZATION

Board of Directors.

Jay H. Bouton.	T. A. Gage.
Mrs. Ida M. Warren.	Mrs. Mary J. Carpenter.
Mrs. Lerah McHugh	George P. Avery.

Officers of the Board of Directors.

S. H. Clammer, Mayor of City.....Ex-Officio President
Jay H. Bouton.....	Vice-President
Elfreda Stebbins.....	Secretary

Library Committee.

T. A. Gage, Chairman.	
Mrs. Ida M. Warren.	Mrs. Lerah McHugh.

Literary Committee.

Mrs. Ida M. Warren, Chairman.	
Jay H. Bouton.	Mrs. Mary J. Carpenter.

Finance Committee.

George P. Avery, Chairman.	
T. A. Gage.	Jay H. Bouton.

Librarian.

Elfreda Stebbins.

Janitor.

George L. Penley.

LIBRARY HOURS.

The Library hours are 10 a. m. to 12 m., 1 to 5:30 p. m. and 7 to 9 p. m. On Sunday the reading room is open from 4 to 5:30 and 7 to 9 p. m.

Residents of the city, by furnishing suitable guarantee, are given a card on which they can draw 50 volumes. A five-cent fee is asked for this card, to cover the expenses of the charging system. A yearly fee of \$1.00 is asked of non-residents. Teachers in the public schools may draw as many as 10 volumes at one time. Adults are allowed 2 volumes, provided only one is fiction.

HISTORICAL SKETCH

OF THE LIBRARY



A mass meeting, called by Rev. Geo. N. Falconer, was held in the lecture room of the Presbyterian Church, December 19, 1899, for the purpose of forming a Library Association. What was known as the Fort Collins Public Library & Reading Room Association was formed. At this meeting, Rev. Falconer, on behalf of Unity Church, presented the Unity Library of 500 volumes, on condition that 500 additional volumes be secured by the Association. Individual citizens gave a number of volumes, and the following March the W. C. T. U. turned its library of 314 volumes over to the Association. Later the merchants gave 400 volumes through an advertising agency.

The Association, through its representatives, Miss Mary Killgore (Mrs. C. B. Warren) and Mr. T. A. Gage, appeared before the City Council, which passed resolutions making the Library a city institution and levying a one-mill tax for its support. Mayor Baker, in accordance with the state statutes, appointed the first board of directors, composed of the following members: Mr. T. A. Gage, Mr. Jay H. Bouton, Mr. Ansel Watrous, Mrs. Ida M. Warren, Mrs. Lerah McHugh, and Miss Mary Killgore. Mrs. Jane T. Budrow was appointed

Librarian. The transfer of the property was made March, 1901, and has since been known as the Fort Collins Public Library and Free Reading Room. During 1903 several prominent citizens, and also members of the Board, communicated with Mr. Carnegie in regard to getting a suitable building for the Library; Mrs. Donald McLean finally receiving an offer of \$10,000. This sum was found to be insufficient, and through the joint efforts of Mrs. McLean and the Board of Directors, was increased to \$12,500. In order to complete the lecture room in the basement, the City Council gave an additional sum of \$500. The Library was moved into the new building in July, 1904.

Annual Registration.

During the year about 700 unused cards have been withdrawn, and 941 added, making a total of 1,737 live cards. The continuous re-registering of borrowers keeps weeding out the unused cards.

Visitors.

It was feared that the moving of the Library from College avenue to Matthews street would cause a decrease in the number of patrons, but the reports show an increase of nearly 8,000. During the past year the number of visitors for reading and reference work was 17,256.

Circulation.

The number of books issued for home use during the year was 19,595. Of this number, 17,928 were fiction, leaving 1,667 classified

books, a gain of 600 over the classified books circulated last year. The average daily circulation has been 64. As the shelves are open, an accurate account of the books used cannot be given.

Inventory.

The inventory is taken every year during the month of February. The result for the past year is as follows:

Number of books worn out.....	71
Number of books lost and paid for.....	7
Number of books loaned and not returned..	13
Number of books stolen.....	15

Total.....106

Many of the remaining books are so badly worn that they will have to be withdrawn during the coming year.

Additions.

Five hundred and fourteen volumes were added during the year, making a total of 4,611. The tables below show the number of volumes added by class and also from what source, for the past three years:

Source.

	1904.	1905.	1906.
City fund	—	136	204
Fines	81	144	70
Ten-cent collection	72	99	103
Lecture course	—	49	—
Gifts	48	117	74
U. S. government	399	190	42
Exchange	—	—	21
Total number of volumes..	600	735	514

Class.	1904.	1905.	1906.
Philosophy	2	6	4
Religion	1	51	19
Sociology	344	71	13
Languages	1	5	3
Science	25	38	16
Useful arts	45	38	2
Fine arts	—	1	5
Literature	42	26	33
Travel	7	18	7
History	6	106	64
Biography	2	14	10
Reference	42	119	55
Fiction	75	160	180
Juvenile	8	82	103
Total number of volumes..	600	735	514

The government documents have been classified and these account for the large number of volumes added to "Sociology," "Science," "Useful Arts," in 1904 and 1905, and to "History" in 1905 and 1906. But very few volumes in these classes have been added to the circulating library. When books have been purchased, an effort has been made to supply some volumes to each class. The children's department has been more liberally supplied than any other, one-half of the books purchased with the city fund being for that department. When fiction has been purchased, the Literary Committee has endeavored to supply standard fiction, filling broken sets of the standard authors, supplying a number of copies of books used by the pupils in the public schools and replacing worn out volumes. The late fiction is kept supplied by what is known as the 10-cent list.

Ten-Cent List.

In response to a demand of the patrons the Board, in the spring of 1904, purchased thirty volumes of the latest fiction, which were loaned at 10 cents a week. When the book paid for itself, it was added to the Library. During 1904, 72 of the 75 volumes of fiction accessioned were added through this list. During 1905, 99 volumes were added, and the report for 1906 is as follows:

Amount on hand March, 1906...	\$ 32.79
Amount received since March,	
1906	123.58
	<hr/> \$156.37
Amount expended for new books.....	122.25
	<hr/>
Balance	\$ 34.12

Number of volumes added to the Library..103
Number of volumes still on the list..... 55

The efforts of the patrons in supplying the Library with the late fiction in this manner is greatly appreciated by the Board.

Periodicals.

There are 56 publications on file throughout the year. Of this number, 43 are subscribed for and 13 are gifts. The periodicals are not circulated, because no money has been available with which to supply duplicate copies.

Publications on File.

American Boy.
American Illustrated Magazine.
Appeal to Reason.
Beacon, The
Black Cat.
Breeders' Gazette.
Caledonian.
Century.
Chicago Chronicle.
Christian Herald.
Christian Register.
Christian Science Sentinel.
Collier's Weekly.
Cosmopolitan.
Courier.
Crucible.
Current Literature.
Delineator.
Denver Post.
Denver Republican.
Everybody's Magazine.
Fort Collins Express.
Harper's Magazine.
Harper's Weekly.
Home Herald.
Interior.
Ladies' Home Journal.
Larimer County Democrat.
Life.
Literary Digest.
McClure's Magazine.
Miners Magazine.
Munsey.
New York Times Saturday Review.
Outing.
Outlook.
Physical Culture.
Public Libraries.
Reader.
Reader's Guide.
Review of Reviews.
Rocky Mountain Collegian.
St. Nicholas.

Saturday Evening Post.
Scientific American.
Scientific American Supplement.
Scribner.
Success.
U. S. Patent Office Gazette.
Wellington, The
Western World.
Wilshire's Magazine.
Woman's Home Companion.
World's Work.
Youth's Companion.

Reference Department.

An effort has been made to establish a good Reference Library. Among the reference books are the "Standard," "Webster," and "Century" dictionaries, "Britannica" and "Imperial" encyclopedias, Larned's "History of Ready Reference," "Library of Oratory," Hawthorne's "History of Literature," and Warner's "Library of the World's Best Literature." The more important of the periodicals are bound and kept for reference use, 130 bound volumes being on the shelves and 260 unbound volumes are stored where they are available. The "Review of Reviews" and the "Century" are the only complete sets, but as the funds allow, the others will be completed. With the magazines are "Poole's Abridged Index" and the "Reader's Guide," making an index to the periodicals from 1815 to date. There are about 1,000 volumes of government documents, including Congressional Records, Official Records of the Civil War with maps, Reports on Education, Agriculture, Labor, Smithsonian Institute, Bureau of Ethnology and miscellaneous reports of other departments. There are, also, about 3,000 pamphlets that are neither classified nor accessioned.

Catalog Department.

During the three years from March, 1904, to March, 1907, 1,849 volumes have been added

to the Library. Of this number, 992 have been added to the circulating department, 226 to the reference department, and 631 government documents. Each volume has been entered in the accession book and a shelf-list card made for each. With the exception of the documents, catalog cards have been made, averaging three for each title. Book cards were made for each volume circulated, and the mechanical work of preparing the books for the shelves has been done. The work of re-cataloging the Library has been carried on; author, subject and title cards have already been made for 163 volumes of biography, 55 volumes of philosophy, 52 volumes of travel, and 103 volumes of poetry. As soon as possible, the remaining 2,000 volumes will be cataloged.

Children's Department.

While it has been, and is, impossible to give the children's work the attention it needs, the children have not been forgotten. One corner of the room is for their use, and here are found on the lower shelves, where they are easily reached, the 600 volumes of juvenile books, and on a table near are their periodicals. The number of juvenile books circulated during 1906 was 5,908. Of the 340 books purchased with the city fund during the past three years, about 170 of them were for this department. The books have been carefully selected, nearly all titles being taken from the American Library Association's model library. Many of the volumes are fast wearing out and will need to be replaced if this department keeps abreast of the demand made on it.

Lecture Course.

Members of the Columbian and the Woman's clubs, in 1901, organized the Fort Collins Lecture Course, the proceeds of which were to be used by the Library for the purchase of books. The following amounts have been received.

1902.....	\$ 64.83
1903.....	163.06
1904.....	9.72
1905.....	50.00
1906.....	<u> </u>

The course for 1906-7 has been under the direct control of the Board of Directors, with Prof. E. B. House as manager. The proceeds for the year are not in yet, but have been estimated to be about \$200.

Report on Fines.

Amount Received from Sale of

Cards—

Country cards	\$15.10
City cards	42.95

 \$ 58.05

Amount received for fines.....	105.87
Gift	1.00
On hand	9.47

Total

 \$174.39

Expended—

Supplies	\$14.19
Care of building.....	32.63
Magazines	33.07
Books	63.74
Freight	6.30

 149.93

Balance

 \$ 24.46

The table above shows the use made of the money taken in at the desk. Books are purchased that otherwise could not be, as these sets are paid for on the instalment plan. The following sets have been purchased during the past three years:

Shakespeare	in 40 volumes
Imperial Encyclopedia.....	in 40 volumes
Talmage's Sermons.....	in 20 volumes
Library of Oratory.....	in 15 volumes
Riley's complete works.....	in 11 volumes
Roosevelt's Winning of the West.....	in 6 volumes
Elson's U. S. History.....	in 5 volumes

Poole's Abridged Index, 1815-99.

Reader's Guide to Periodicals, 1900-04.

Woodrow Wilson's "History of the American People," in five volumes, and the "Century Dictionary," in 10 volumes, are being paid for at the present time. Besides these sets, single volumes of travel, biography, history, reference, fiction and juvenile literature, have been purchased, and in 1905, 20 volumes of magazines were bound.

Gifts.

Two hundred and 39 volumes have been added to the Library by gift. In 1905 the Federated clubs of the city gave \$15 for the purchase of juvenile books. The same year the Larimer Light & Power Company gave a rebate of \$25, which was used for the purchase of books. The "gift book," containing gifts and names of donors may be seen at the Library.

Report on Expenditure of City Fund.

Receipts—

City fund, 1905.....	\$ 48.83
City fund, 1906.....	1,489.00
	<hr/> \$1,537.83

Disbursements—

Coal	\$ 175.80
Light	71.35
Janitor	121.65
Secretary & Librarian....	600.00
Supplies	28.58

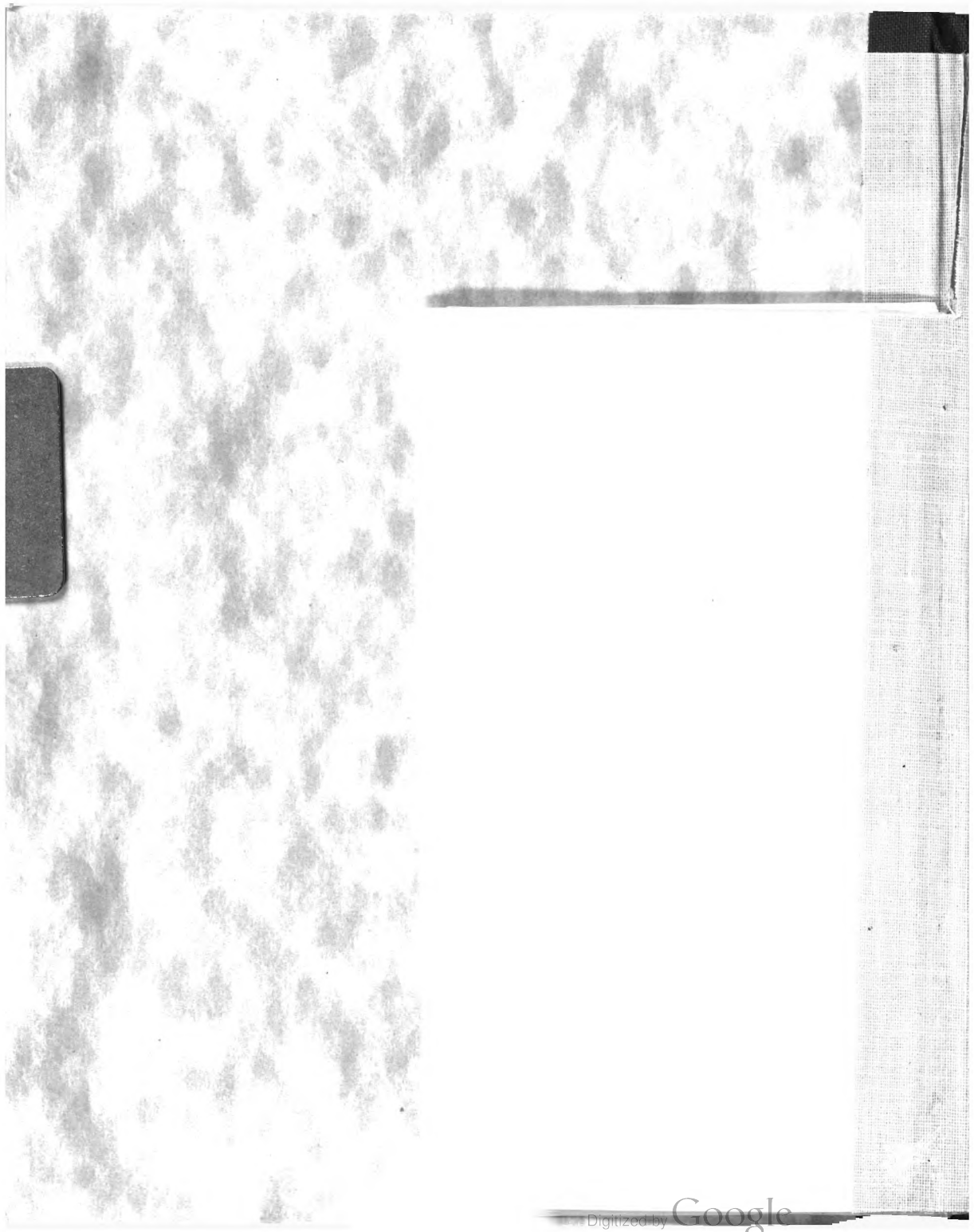
On Building—

Insurance	\$11.50
Improvements	42.55
Repairs	3.00

	<hr/> 57.05
Periodicals, 1905-6.....	108.98
Books	146.93

1,310.44

Balance\$ 227.39



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