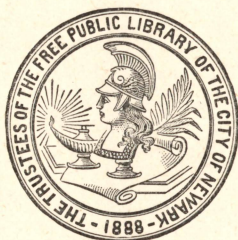


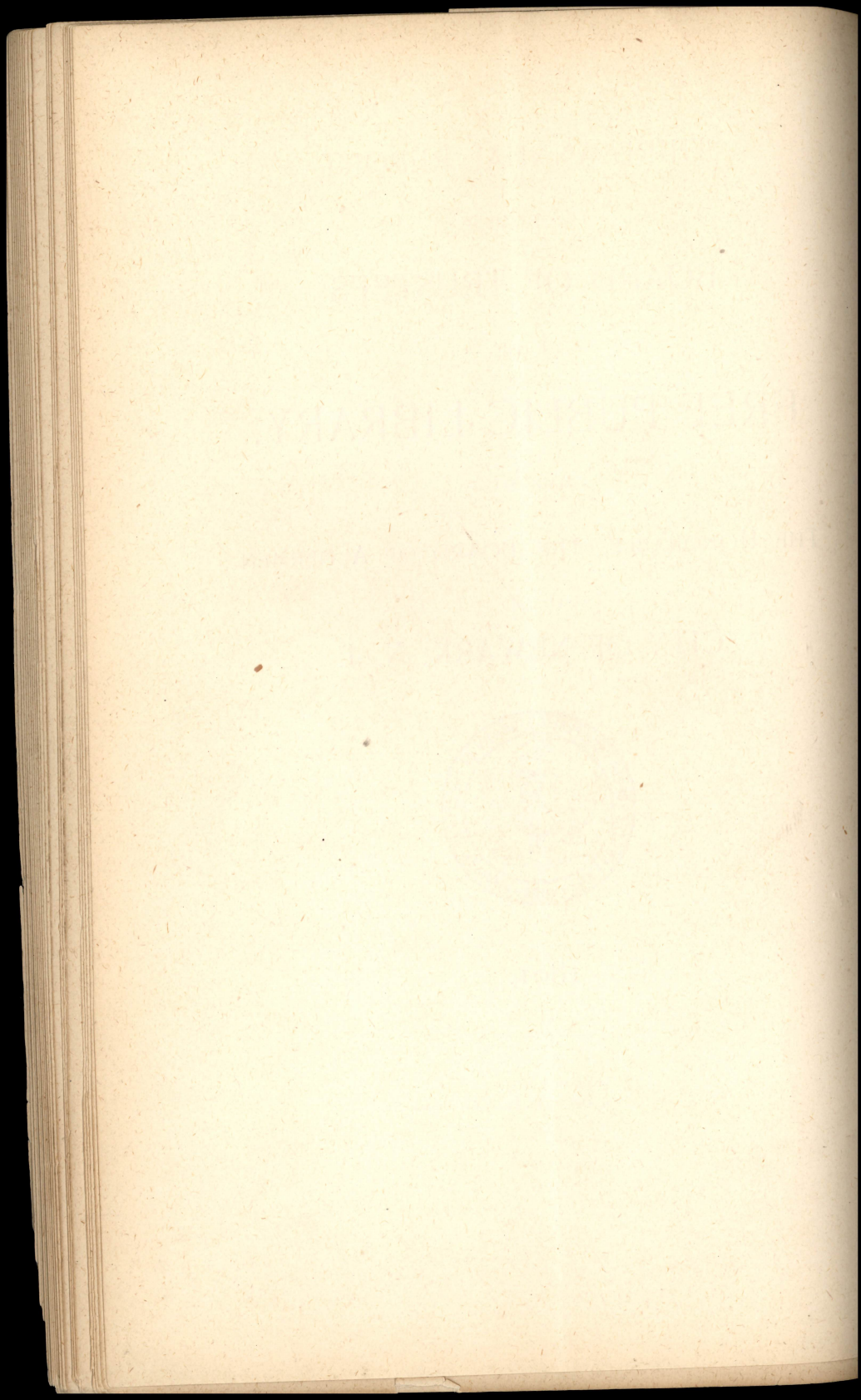
THIRD ANNUAL REPORT
—OF THE—
BOARD OF TRUSTEES
—OF THE—
FREE PUBLIC LIBRARY,

—MADE TO—
THE HONORABLE, THE BOARD OF ALDERMEN
—OF THE—
CITY OF NEWARK, N. J.



1891.

—O—
NEWARK, N. J.:
GROVER BROTHERS, PRINTERS, 843 & 845 BROAD ST.
1892.



Board of Trustees.

HON. JOSEPH E. HAYNES,
Mayor of Newark,

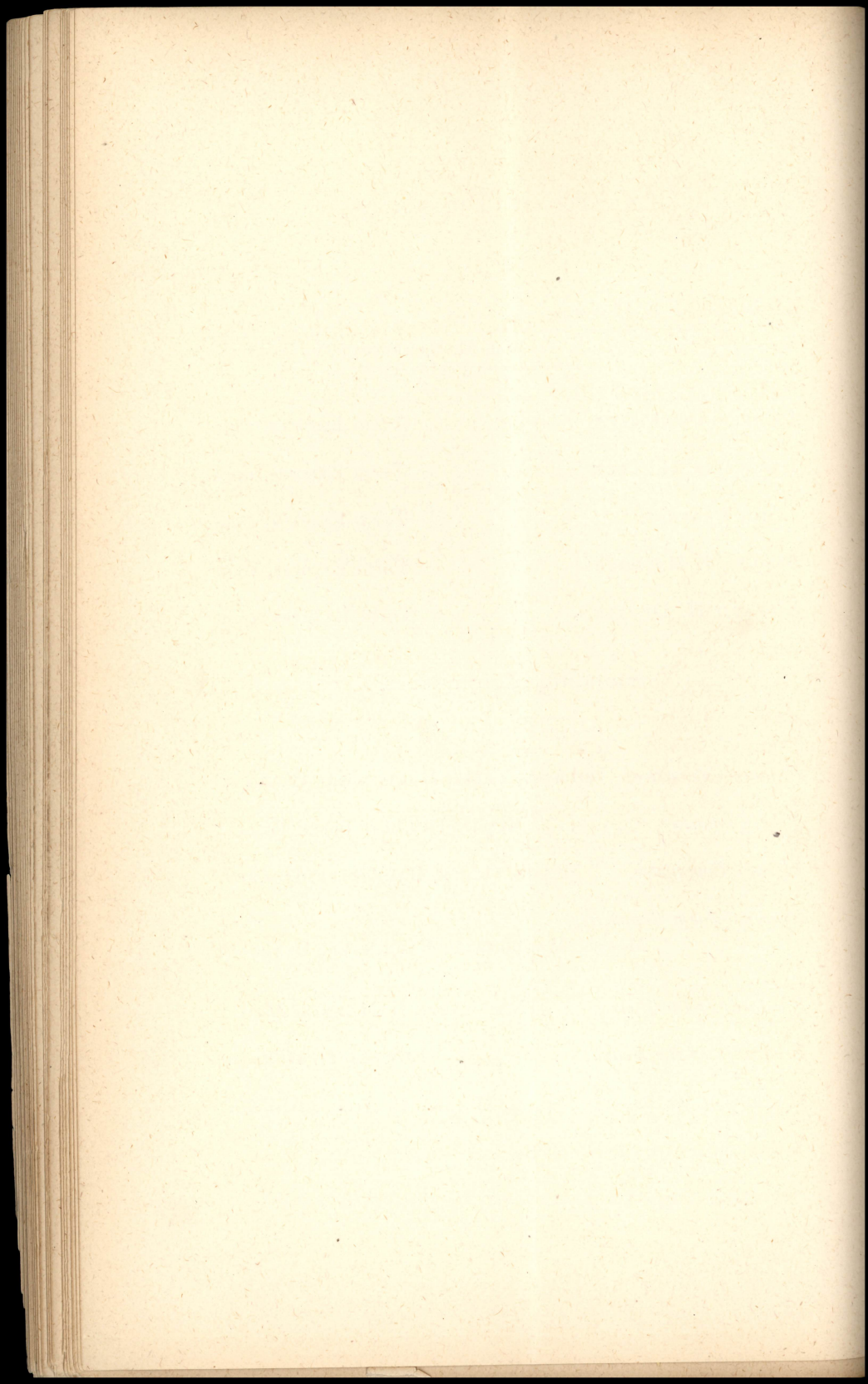
WM. M. BARRINGER,
Superintendent of Public Schools.

} *Ex-Officio*

L. SPENCER GOBLE,	Term Expires, 1892
FREDERICK H. TEESE,	Term Expires, 1893
JAMES PEABODY,	Term Expires, 1894
SAMUEL J. MACDONALD,	Term Expires, 1895
EDWARD H. DURYEE,	Term Expires, 1896

Standing Committees.

<i>Finance Committee,</i>	Messrs. TEESE, MACDONALD, PEABODY
<i>Book Committee,</i>	Messrs. DURYEE, TEESE, GOBLE
<i>Library Committee,</i>	Messrs. GOBLE, BARRINGER, DURYEE
<i>Reading Room Committee,</i>	Messrs. MACDONALD, BARRINGER, PEABODY
 <i>President of the Board,</i>	 HON. JOSEPH E. HAYNES, <i>Mayor</i>
<i>Treasurer of the Board,</i>	EDWARD H. DURYEE
<i>Secretary of the Board,</i>	FRANK P. HILL, <i>Librarian</i>



Report of the President.

To the Honorable,

The Common Council of the City of Newark :

GENTLEMEN :

The Seventh Section of the Act, authorizing the establishment of Free Public Libraries, in the cities of this State, passed April 1st, 1884, reads as follows : 7. "*And be it enacted*, that the said Board of Trustees shall annually make a report of their transactions, accounts, and the state and condition of said library, to the Board of Aldermen or Common Council of said city."

In compliance with the requirements of the above-quoted Section 7, I take great pleasure in forwarding to your Honorable Body the annual reports of the Treasurer, and of the Secretary of the Newark Free Public Library, for the fiscal year, ending November 30th, 1891.

The lease of the building in West Park street, now occupied by the Free Public Library, expires April 1st, 1892, with the privilege of renewal for two years. No agreement has yet been reached to purchase, nor to rent said property again for a term of years when the present lease expires.

The Board of Trustees of the Free Public Library has not had access to the Stock Book of the old Newark Library

Association, but it is stated that about one thousand three hundred shares were sold at twenty-five dollars each, making the original capital of the Library Association thirty-two thousand five hundred dollars.

By removals from the city, deaths, loss of stock, and many other causes, the number of shares of stock must have been greatly reduced.

The following is an incomplete list of the shares of stock of those who were permitted to take more than one book at a time from the Newark Library Association :

Agens, W. A.....	1	Colten, Mrs. Demas.....	5
Albright, Andrew.....	5	Condit, (Aaron).....	5
Alling, Horace.....	5	Condit, S. H.....	5
Annin, Mary (dead).....	5	Cook, Catharine M.....	5
Baldwin, Fred. W.....	1	Crane, Benj. F.....	5
Baldwin, Samuel.....	1	Crane, Miss.....	1
Ball, James T.....	5	Crawford, D. H.....	1
Ballantine, Robert.....	5	Dana, Mrs. M. L.....	1
Battin, S. S.....	5	Darcy, Henry G.....	5
Battin, J. M.....	1	Day, Henrietta A.....	5
Bigelow, Moses T.....	5	Dodd, Daniel.....	5
Booth, George.....	1	Drake, Cortland.....	5
Booth, James.....	4	Drake, Frank.....	2
Brown, Isaac (Est.).....	5	Durand, James M.....	2
Brintzinghoffer, W. A....	2	Duryee, E. H.....	5
Brumley, Horace T.....	7	Duryee, George S.....	5
Campbell, David.....	1	Duryee, J. L. G.....	5
Campfield, Mrs. M.....	1	Duryee, H. W.....	5
Carter, Aaron.....	5	Feigl, Henry.....	2
Clark, William.....	20	Fish, Fred.....	5
Coe, Aaron, (Est.).....	4	Frelinghuysen, Fred.....	5
Coles, Abraham.....	5	Gifford, Archer.....	5

Gifford, George E.....	5	McCamley, Mrs. Sarah....	5
Glaze, Mrs. Deborah.....	2	McDermitt.....	1
Goble, L. Spencer.....	7	McKechnie, Thomas.....	4
Goble, F. Virginia.....	5	Marchbank, Mrs. H. B...	5
Gould, Clarissa.....	2	Meeker, Stephen J.....	5
Grant, A. M. Jr.....	1	Meeker, Samuel.....	5
Green, J. M.....	2	Mercer, Arch. N.....	2
Grummon, Mrs. R. S.....	5	Mercer, Mrs.....	5
Halsey, Cornelia.....	20	Miller, John A.....	5
Halsey, George A.....	5	Mills, John.....	5
Halsey, George E.....	5	Mockridge, A. M.....	5
Halsey, Silas.....	5	Mockridge, Elihu.....	5
Halsey William.....	5	Mockridge, Oscar B.....	5
Harrison, Ira M.....	1	Murphy, Franklin.....	5
Harrison, John D.....	5	Nichols, Charles.....	5
Hartshorn, Mrs.....	2	Nichols, Josephine E.....	5
Hayes, David A., (Est.)...	5	Nichols, Sarah.....	5
Headley, A. O.....	5	Orton, James D.....	5
Hedenberg, John.....	1	Parsons, Betsey (Est.)....	1
Hedges, A. J.....	5	Peddie, Thomas B. (Est)..	4
Holbrook, A. M.....	5	Perry, Nehemiah (Est.)...	5
Howell, James E.....	1	Peters, George.....	5
Hubbell, A. S.....	2	Plum, Matt.....	5
Jackson, F. W.....	5	Pinneo, S. L.....	5
Jackson, S. B.....	2	Poinier, Horace J.....	5
Jenkinson, Geo. B.....	5	Quimby, J. M.....	5
Johnston, Mrs. H. G. M..	2	Rankin, Wm.....	30
Jones, Phineas (Est.)....	5	Rankin, Dr. Wm.....	10
Joy, Edmund L.....	5	Rankin, E. E. (Est.).....	5
Jube, John P.....	5	Reeve, George F.....	2
Kirkpatrick, Geo. H.....	5	Reeves, Mrs. Kate.....	1
Lelong, Alex.....	5	Richardson, Christ.....	5
Layton, W. E. (Est).....	4	Ripley, Chas. O.....	5

Ripley, Wm. A.....	5	Utter, Mrs. W. F.....	2
Runyon, Theo.....	5	Vanderpool, Eugene,....	5
Sargeant, S. S.....	5	Vanderpool, Wynant.....	5
Searing, Anna.....	1	Van Wagenen, H. N.....	5
Sanders, S. B.(Est.).....	1	Van Winkle, Abra.....	5
Simonson, Mrs.....	2	Wagner, W. F.....	5
Smith, John H.....	1	Wallace, W. C.....	5
Smith, Marg. V. N.....	5	Ward, Marcus L.....	5
Speer, Eliza B. (Est.)....	1	Ward, Joseph.....	5
Spencer, Geo. M. (Est.)...	5	Waters, Mrs. A. M.....	5
Stockton, Dr. C S.....	5	Weeks, W. R.....	5
Summers, Susan M.....	5	Whitehead, A. P.....	5
Taylor, John W.....	5	Whitehead, W. A. (Est.)..	5
Titsworth, Chas. G.....	2	Wilson, D. M. (Est.).....	5
Tuttle, Miss Emma.....	4	Woodruff, Albert M.....	5
Tuttle, Mrs. S. B.....	1	Yates, Henry J.....	5
Tuttle, Joseph N. (Est.)..	5	Young, Charles E.....	5
Wright, E. H.....	10		

At a meeting of the Trustees held January 21, 1892, it was voted that a circular letter be prepared by the President and Secretary, and sent to the stockholders of the Newark Library Association, asking that shares of stock be given to the Free Public Library.

In accordance with that vote the following circular was prepared and mailed :

FREE PUBLIC LIBRARY.
NEWARK, N. J., 27 January, 1892. }

To

The Newark Library Association was chartered in 1846, when the city had an estimated population of 26,000. Too much praise cannot be given to those noble men who

contributed their money and made such efforts to benefit the apprentices and working men of Newark.

While the property of the Newark Library Association has been exempt from taxes, it has rightfully received police and fire protection from the city for over forty-five years.

Will you assist in carrying out the intention of the originators of the Newark Library Association, and contribute your shares of Stock to the Newark Free Public Library? Do not hesitate and say "you will if others will," but do it at once

The Newark Free Public Library was established by a vote of the people, 23,944 voting for a Free Library, and 331 against it, and by law one-third of a mill of the one per cent. limit of the Municipal Tax is devoted to the maintenance of the Free Public Library, enough to insure its running expenses in future, if it was provided with a Library Building which your shares of stock would assist in procuring.

By order of Board of Trustees of the Newark Free Public Library.

JOSEPH E. HAYNES,

FRANK P. HILL,

President.

Secretary.

The following agreement was enclosed with the circular:

I hereby agree to give to the Free Public Library of Newark, N. J., shares of Stock in the Newark Library Association, now standing in my name.

In answer to the foregoing circular, the following named persons have agreed to give their shares of Newark Library

Association stock to the Trustees of the Free Public Library :

Mr. Henry Feigl.....	2
Mrs. T. B. Peddie.....	4
Mr. Christopher Richardson.....	5
Mrs. W. H. Sanders.....	2
James E. Howell, 1 share previously announced.	

There seems to be an uncertainty as to ownership, for, in answer to the circular letter several persons have said they would donate their stock, provided any stood in their name.

All of which is respectfully submitted.

JOSEPH E. HAYNES,
President.

THIRD ANNUAL REPORT OF THE TREASURER.

EDWARD H. DURYEE, TREASURER, IN ACCOUNT WITH THE FREE
PUBLIC LIBRARY OF NEWARK, N. J.

RECEIPTS.

Dec. 1, 1890. To balance in Treasurer's hands, as by his ac-
counts audited by the Finance Committee.. \$8,506 99
To balance of city appropriation, 1890..... 8,811 00
July 23, 1891. To City Treasurer acct. appropriation, 1891.. 7,321 00
Oct. 1, 1891. To City Treasurer acct. appropriation, 1891.. 10 000 00
To sales finding lists, fines, etc., as follows :

November, 1890.....	\$128 51	
December, "	150 83	
January, 1891.....	144 74	
February, "	124 84	
March, "	122 08	
April, "	128 00	
May, "	122 25	
June, "	132 85	
July, "	102 69	
August, "	100 44	
September, "	97 09	
October, "	134 66	
Sales old materials, boxes, etc.:		
March.....	10 35	
September.....	3 45	
		1,502 78
Total.....		\$36,141 77

DISBURSEMENTS.

By disbursements upon vouchers audited by the proper committees and ordered paid by the Board of Trustees upon the following accounts :

Binding.....	\$ 470 03
Books.....	6,272 74
Furniture and repairs.....	908 69
Incidentals.....	1,014 84
Light and fuel.....	3,282 71
Pay.....	14,852 15
Periodicals.....	42 85
Rent ...	3,500 00
Printing and stationery.....	\$1,005 26
	\$31,349 27
Balance, November 30, 1891....	4,792 50
Total...	\$36,141 77

Deposited as follows :

National State Bank.....	\$4,642 50
Newark Banking Co.....	50 00
Essex County Bank.....	50 00
Manufacturers' Bank.....	50 00

Respectfully submitted,

EDW. H. DURYEE, *Treasurer.*

November 30, 1891.

THIRD ANNUAL REPORT

—OF THE—

LIBRARIAN.



NEWARK, N. J., Dec. 1st, 1891.

To the Board of Trustees of the Free Public Library:

GENTLEMEN:—In compliance with the by-laws of the Board, I have the honor to present this, my third annual report for the year ending 30th November, 1891.

The top of the ladder has not been gained at one bound, but step by step we have been feeling our way to the needs of the public, and as these needs increase year by year, we shall always have one more round to climb.

Looking at the future welfare of the institution, the most important event of the year was the appointment of a Special Committee on Increased Facilities, consisting of Messrs. Duryee, Macdonald and Teese. This committee was appointed so late in the year, that as yet no important action has been taken ; but early the coming year they will undoubtedly present a report which will result in the purchase of a permanent home for the institution.

BOOKS.

On the 30th of November, the end of the year, the whole

number of volumes in the library was 31,066, showing an increase of 8,218.

When the library was first opened, October 17, 1889, about 13,000 volumes were on the shelves, so that the increase during the last two years has been at the rate of 9,500 volumes a year.

The report for last year showed that about 6,000 volumes of the collection purchased from the Newark Library Association had not been catalogued; now, all of them have been entered in the accession book and all but about 800 catalogued.

Between 400 and 500 French books, comprising the best works of many of the representative French writers, have been placed in the library. About as many more have been ordered from Paris, but will not be ready for use much before January. There are now about 2,000 German books in the library, and by the close of the year there will be fully half as many in the French language. A printed list of French accessions appeared in the October number of the LIBRARY NEWS.

163 volumes were worn out and withdrawn from circulation. 56 volumes lost and paid for. 21 volumes lost and not paid for in 1890 and 1891.

A few books reported lost, and which our own messenger, after repeated visits was unable to recover, were obtained through the police department of the city.

The appended tables give the details of the work of the accession and circulation of books.

CIRCULATION OF BOOKS.

I will quote a paragraph from my report of 1889 and 1890: "Accepting the experience of other libraries it is

expected the coming year will find quite a decrease in the number of volumes circulated, to be followed in two or three years by what may be considered the general average."

This expectation has been realized, for the circulation has fallen off from 330,810 volumes in 1889—1890, to 306,070 volumes in 1890—1891. From this time on we may hope to have a steady and natural increase.

The Circulating Department was opened for the delivery of books 305 days, and the number of volumes issued was 306,070. The largest number of books issued in any one day was 2,052 on March 14 and the smallest number was 317, December 17. The average daily use was 1,003. Of the 306,070 issued for home use, 8,008 were sent through nine Delivery Stations.

Readers have been benefited by the following regulations:

Temporary residents shall be required to make a deposit of five (5) dollars with the librarian, who shall deduct therefrom the sum of fifty (50) cents per month for the HOME USE of books, the balance to be returned to the person making the deposit.

Books can be renewed without bringing them to the library; the user simply sending notice of the wish to have his book renewed.

Arrangements have also been made so that any book outside of fiction might be reserved on payment of two cents, cost of postal card.

Delivery stations, too, have been established for the benefit of the people.

While all these means have not added to the circulation, they have served to keep the library before the people, and shown them that the Trustees are ever working in the interest of the library users.

BOOK BORROWERS.

The number of persons at present entitled to draw books for home use is 19,000.

At the end of last year, 15,502 of names were on the books, showing an increase in registration during the year of 3,598.

1,196 cards were reported lost, and 719 duplicates issued. Of the duplicates, 179 were issued on payment of ten cents at the end of seven days, and 540 at the end of twenty days without pay.

GIFTS.

From individuals, departments, libraries and other sources, 244 volumes, and 1,801 pamphlets and magazines have been received as gifts.

A call for gifts of books, pamphlets and magazines printed in the LIBRARY NEWS, was responded to by the public in a very satisfactory manner, but we are ready and willing to accept as many more books, etc., as people will send to us.

We can use most anything; if not wanted for circulation, books and magazines can be exchanged with other libraries.

Among the notable donations of the year was one from Miss Susan Hayes Ward, of 458 valuable books and pamphlets; and another was that of Mrs. George Hegeman, consisting of 729 magazines.

DELIVERY STATIONS.

In the latter part of 1889, a committee was appointed to take into consideration the establishment of delivery stations in various sections of the city.

For a year and a half the work at the library was of such a nature that no action could be taken; early in 1891,

however, the committee, consisting of Messrs. Macdonald, Peabody and Teese, recommended to the full Board the establishment of nine stations.

The Board adopted the report of the committee, and voted to open delivery stations, September 1, 1891, at the following places:

A—Dr. J. E. Janes, 192 Washington avenue, Woodside.

B—Dr. W. R. Scudder, 95 Belleville avenue, opposite Bloomfield avenue.

C—Dr. J. Betzler, 503 Orange street, corner Roseville avenue.

D—Drs. D. J. & T. P. Edwards, 311 South Orange avenue, between Sixth and Seventh streets.

E—Union Pacific Tea Co., 261 Court street, corner Belmont avenue.

F—Louis Rickert, 237 Clinton avenue.

G—Dr. D. W. Smith, 201 Walnut, corner Pacific.

H—Dr. O. F. Von Gehren, 200 Ferry street, near Hamburg place.

I—Ost & Co., 27 Bowery street.

These stations were established for the convenience of people living in the outskirts of the city, and with the expectation that a great many new readers would be secured.

The stations were intended only for the collection and delivery of books.

Application for cards must be made at the Library as heretofore.

The above-named persons agreed to try the experiment for three months to see how much, if any, trouble is caused. The time has expired, and from the use made of the several stations, it can not be said that the three months' experiment has proved the necessity for the delivery station.

Very few names have been added, and the use of the stations seems to have been confined to old users, who could as well as not come to the library for their books.

The following table shows the exact use made of the various stations :

DELIVERY STATION WORK.

	Sept.	Oct.	Nov.
Station A	162	168	174
" B	525	597	518
" C	391	629	636
" D	345	403	341
" E	50	102	112
" F	312	447	461
" G	239	329	334
" H	163	189	189
" I	68	84	40
	2,255	2,948	2,805

September	22.....	Largest day,	151
"	1.....	Smallest "	23
October	17.....	Largest "	152
"	19.....	Smallest "	85
November	4.....	Largest "	203
"	11.....	Smallest "	79

REFERENCE DEPARTMENT AND BUREAU OF INFORMATION.

The Reference Department has been used by 12,714 persons, as compared with 7,026 last year.

During the Summer months the use of the department falls off about one-half. This is due to the fact that the pupils in the public and private schools use it more than

others, though there are still a goodly number of older people who make use of its advantages.

For the assistance of those using the department, lists of the books and references in the library on different subjects (Hawthorne, Shakespeare, Thanksgiving day, Chili, Italy, International Law, etc.) have been prepared, and several have been published in the LIBRARY NEWS.

Teachers and pupils have found quite valuable, Sargeant's Reading for the Young, of which a number of copies have been purchased and can be consulted at the Bureau of Information; those books which are in the library have been marked with our "call number," and several copies so marked have been sold to teachers and pupils for class and home use.

While unrestricted use is afforded visitors to the Reference Department, we have yet to record the first instance of a book being taken away. The shelf-room in the gallery is now entirely taken up, and a number of reference books have to be "doubled" on the already crowded shelves in the main room.

SCHOOL WORK.

The work with the schools and school teachers for the year has been more than encouraging. As mentioned in the last report, the Trustees invited the teachers to inspect the library, and on several Mondays and Wednesday in March and April, the library room was given over to them after 8.30 p. m., and their appreciation well repaid the courtesy shown. On one evening over fifty teachers availed themselves of the privilege of wandering among the alcoves and personally learning the contents of the shelves and the resources of the institution. That these

visits were advantageous alike to teachers and pupils, is shown in the fact that more volumes have been taken out on teacher's cards and more of the latter have been issued to those who previously knew nothing of the extra privileges allowed to teachers to help them in their work of educating the young. Children trained early to the intelligent use of books in the preparation of themes and compositions, will find the library of lasting use, and an increasing source of profit and pleasure as they grow older.

It is through the teachers, who exercise so potent an influence over the children, oftentimes, that they can best gain an appreciation of what books can do for them.

LIBRARY STAFF.

There is a growing interest among the assistants in the work in which they are engaged, and their endeavors are characterized by a good degree of faithfulness.

Meetings of the staff have been held from time to time to discuss matters of general interest. For these meetings papers have been prepared and read by certain members, and discussed by those in attendance.

Most of the staff are members of the New York Library Club and the New Jersey Library Association, and representatives are sent to the meetings of both associations. The N. J. L. A. was organized in November, 1890. Its object is to instill into the minds of the assistants a love for the work in which they are engaged, and this can be done in no better way than to have them come in contact with those directly interested in the same line of work. It is the verdict of all that these meetings have been productive of good results.

The employees in the library number 30. During the

year Miss Underhill, the head of the cataloguing department, resigned to take charge of the Apprentices' Library of Philadelphia, and Miss J. G. Middleton, of the Library School, was appointed to take her place. Another member of the staff, Miss Vogt, of the delivery department, resigned and, in her place Miss Marsh was appointed. No examination of candidates for places has been held during the year as there were several names still on the substitute list.

READING ROOM.

The number of periodicals on the tables and in the racks in the reading room at present is 448. As compared with last year's report, this is an increase of 19.

The attendance in the room remains about the same. At certain hours of the day the attendance is taken, and from the record we make the following notes: The hours of largest attendance are between 4 and 5 in the afternoon, and 8 and 9 in the evening. At these hours the average attendance is between 40 and 50. The largest number in the room at any count was 65.

BINDERY.

During the year the following work has been done in the bindery: 1,333 books have been rebound in the old covers, 2,070 books have been bound and rebound in buffing, 81 books have been bound in a better quality of leather, and 21 volumes of newspapers bound, a total of 3,505 bindings. The cost of the stock used for the work was about \$170.00, and the salaries for the binder and the sewer \$898.40, or \$1,068.48 for rebinding and binding 3,505 books. Deducting the 21 newspapers, which consumed about \$40 worth of

time, the remaining books were bound at an average cost of about 27 cents. The cost of having the work done in the library is less than if it were done outside. The only thing to complain of is that the work accumulates faster than the binder and his assistant can finish it.

CONCLUSION.

The LIBRARY NEWS has been issued the same as last year, and has been of great benefit not only by furnishing the lists of new accessions to the library, but by giving notices each month of some books which are of special worth and note. It has also proved of value in circulating new rules and regulations of the Trustees and other matters of interest to the users of the library.

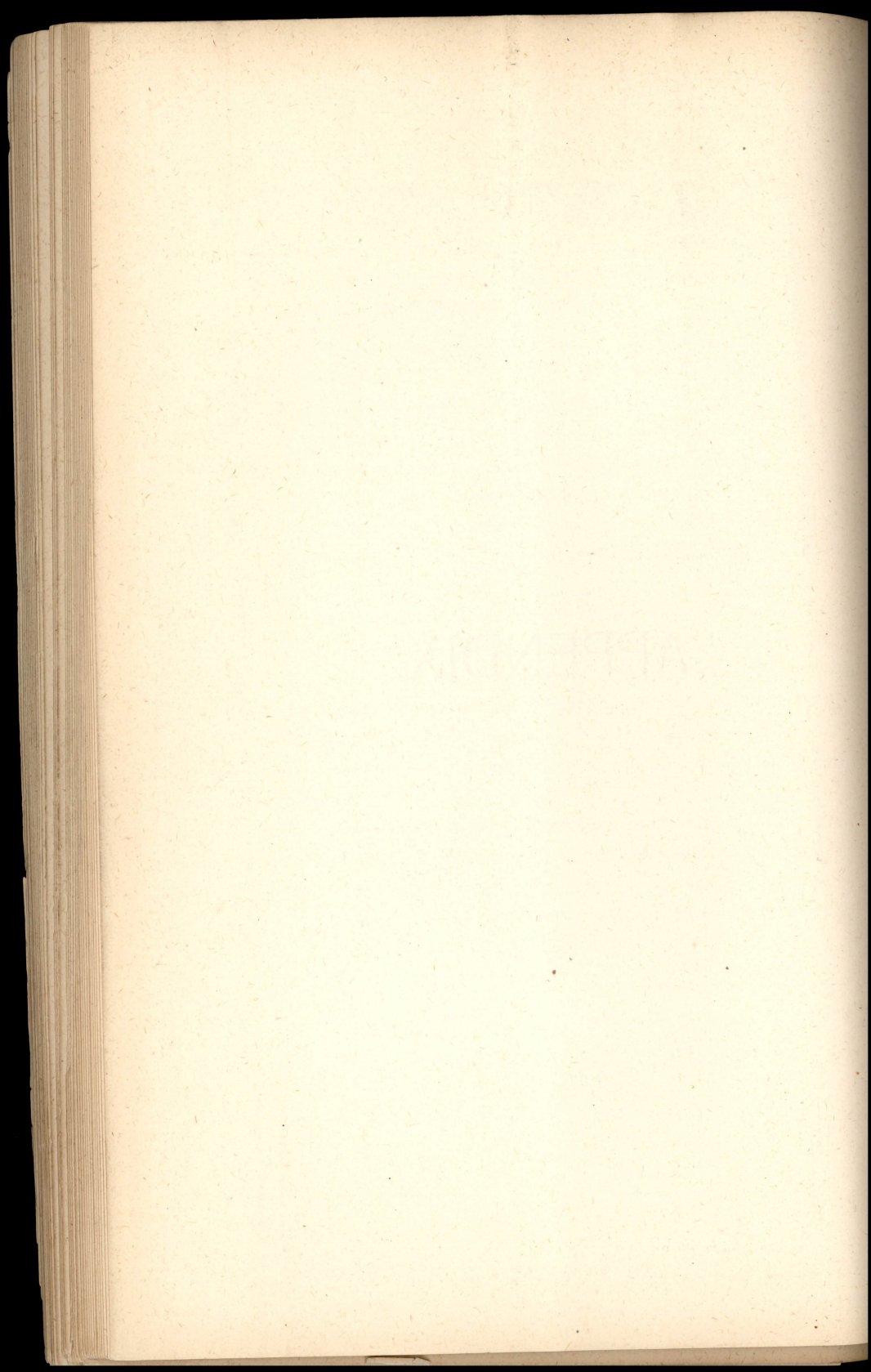
In April the Library School of Albany, on its annual tour of inspection, as prescribed in their course, visited the library and spent an afternoon in making notes of the systems in use, the architectural advantages and disadvantages of the home of the library, and of other things that would be of use to them in their future careers as librarians or assistants.

The librarian has no suggestions to make at this time, as the Board, from time to time, has taken action on all important matters.

With sincere thanks for your cordial co-operation during the year, this report is respectfully submitted.

FRANK P. HILL,
Librarian.

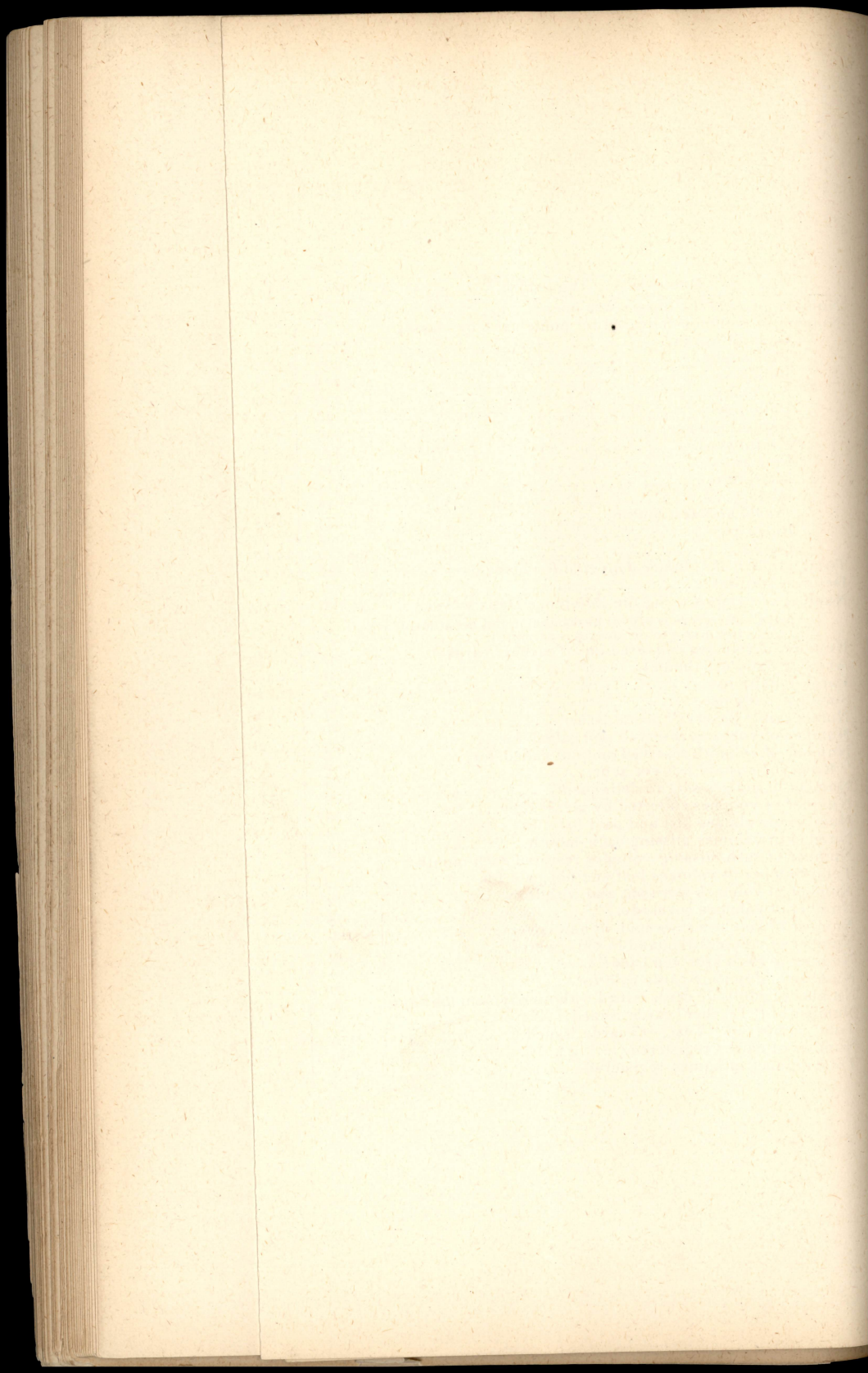
APPENDIX.



APPENDIX A.

CIRCULATION.

DEC.—NOV. 1890—1891.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	TOTAL.
Number of days the library was open.....	25	26	23	26	26	25	26	26	26	25	27	23	305
Number of volumes delivered for home use—by classes:													
General works.....	114	111	162	186	133	144	106	61	59	109	169	151	1,505
Philosophy.....	207	221	218	192	169	157	156	133	124	172	179	162	2,090
Religion.....	223	294	274	306	222	192	152	140	129	191	219	198	2,540
Sociology.....	236	328	307	306	234	171	208	156	152	213	229	236	2,776
Philology.....	46	58	60	39	51	50	29	29	33	45	52	54	546
Natural science.....	549	620	616	657	479	421	357	363	397	437	494	513	5,903
Useful arts.....	426	579	501	498	398	363	322	302	339	433	396	406	4,963
Fine arts.....	419	541	516	518	423	400	358	319	355	424	448	391	5,112
Literature.....	1,914	1,255	1,091	1,218	939	854	689	674	696	904	993	952	12,179
History.....	642	815	769	843	613	477	413	338	393	498	606	625	7,032
Travel and description.....	979	1,155	1,054	1,168	801	645	556	531	582	652	764	786	9,673
Biography.....	692	793	816	944	782	629	432	453	393	520	624	630	7,708
Fiction.....	20,379	24,393	21,767	23,198	21,266	19,030	18,432	19,092	18,459	18,971	20,175	18,877	244,039
Total number of volumes delivered for home use.....	26,826	31,163	28,151	30,073	26,510	23,533	22,210	22,591	22,111	23,569	25,348	23,981	306,066
Delivery stations.....										2,255	2,948	2,805	8,008
Number of persons using the Reference Department.....	1,156	1,361	1,222	1,438	1,024	1,009	563	492	467	924	1,505	1,553	12,714
NOTE.—No record is kept of books used in this department, as free access to the shelves is permitted.													
Number of volumes delivered on "Teacher" cards.....	97	183	150	195	192	148	47	0	4	106	206	167	1,495
Average daily use (home).....	1,031	1,198+	1,223+	1,156+	1,019+	941+	854+	868+	850+	942+	938+	1,042+	1,003+
Largest daily use.....	1,844	2,029	2,020	2,052	1,668	1,480	1,264	1,213	1,239	1,434	1,427	1,576	2,052
Smallest daily use.....	317	692	736	739	698	728	551	514	671	740	439	581	317
Number of "Reserve" postal issued.....	26	28	34	34	33	35	16	12	16	11	31	21	297
Number of volumes reserved and called for.....	23	26	27	33	30	26	25	18	17	7	23	18	273
Number of volumes reserved and not called for.....	3	2	2	6	2	1	2	4	2	3	4	2	33
"Reserve" postals not yet sent.....	14	12	15	12	17	24	12	6	1	6	9	12	140
Number of notices sent to delinquents.....	970	718	788	773	983	873	777	590	705	601	859	628	9,265
Number of volumes collected by messenger.....	32	53	29	40	49	43	26	28	27	21	42	37	427
Number of volumes lost and paid for.....	4	2	2	3	2	4	0	4	3	2	3	6	35
Number of volumes missing each month.....	11	6	7	2	14	3	9	11	10	6	6	5	
Number of such missing volumes restored each month.....	0	0	12	7	1	1	2	8	8	8	4	4	
Total number of volumes lost and not paid for.....													35
Number of volumes worn out and withdrawn.....	2	6	3	7	1	2	36	16	12	17	15	12	129
Number of volumes covered.....	75	348	89	264	243	134	201	180	221	146	438	316	2,655
Number of volumes re-bound, in new covers.....	166	233	126	184	224	188	201	220	154	157	147	143	2,143
Number of volumes rebound in old covers.....	49	74	56	113	141	113	159	144	108	125	94	157	1,333
Number of lost cards reported.....	114	56	96	124	102	103	110	86	79	119	111	100	1,200
Number of duplicate cards paid for.....	19	21	17	20	16	10	10	20	6	13	13	15	180
Number of duplicate cards issued without payment (20 days).....	46	50	45	44	43	47	59	33	35	39	58	43	542
Number of "Teacher" cards issued.....	1	6	0	15	20	3	0	0	0	9	7	8	
Total number of "Teacher" cards issued.....	179	185	194	209	229	232	232	232	232	241	248	256	256
Number of names registered.....	309	433	334	302	229	192	209	272	289	288	326	314	
Total number of names registered.....	15,811	16,244	16,578	16,880	17,109	17,301	17,510	17,782	18,071	18,359	18,686	19,000	19,000



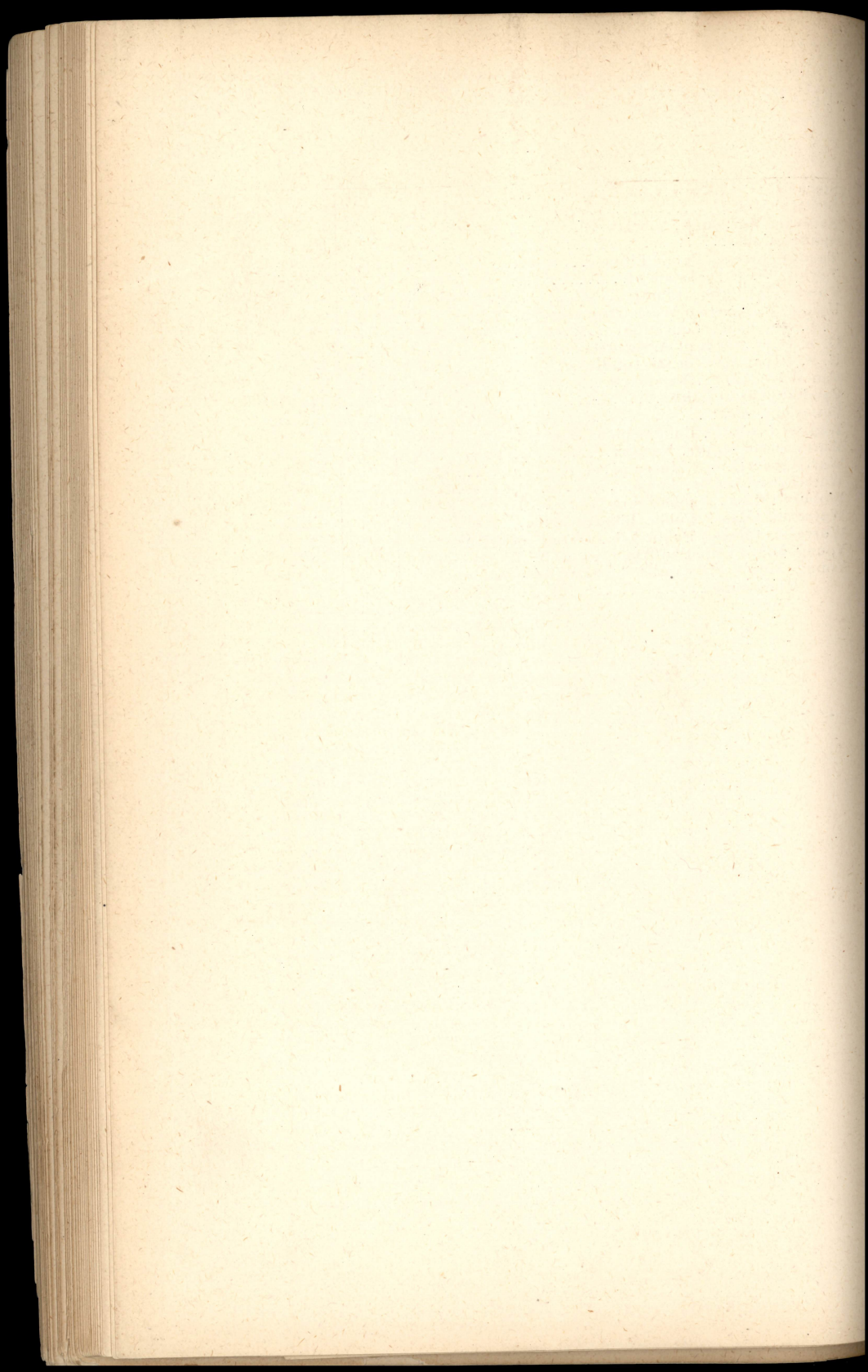
APPENDIX B.

GIFTS.

	Vol- umes.	Pamp- lets.	Period- icals.
Aguilar Free Library, New York.....		I	
American Unitarian Association, Boston.....		I	
American Veterinary College, N. Y.....		I	
Amherst College Library.....		I	
Andrew, Miss, Newark.....			119
Angell, G. T., Boston, Mass.....	I		
Anon.....	11		
Enoch Pratt Free Library, Baltimore, Md.....		I	
Bangor (Me.) Public Library.....		2	
Bauman, Henry, Newark.....	I		
Bridgeport (Conn.) Public Library.....		I	
Board of Education, Poughkeepsie.....		I	
Board of Trade, New Bedford.....		I	
Board of Trade, Newark.....		I	
Board of Trade, Seattle.....		I	
Brooklyn (N. Y.) Library.....		2	
Brooks, Noah, Newark.....	8		
Buffalo (N. Y.) Library.....		I	
Bureau of Associated Charities, Newark.....		2	
Busselle, Miss—Newark.....	6	20	
Canfield, J. P., Newark.....			10
Chicago (Ill.) Public Library.....		16	
Colby University, Waterville, Me.....		I	
Columbia College Library, N. Y. City.....		3	
Concord (N. H.) Public Library.....		2	
Cook, Thomas & Sons.....	I		
Cutler, Miss M. S., Albany.....		2	
Dartmouth (N. H.) College.....		I	
Dayton (O.) Public Library.....		I	
De Forest, Mr. G. R.....	3		
Demarest, Rev. G. L., Manchester, N. H.....		I	
Detroit (Mich.) Public Library.....		2	
Dover (N. H.) Public Library.....		I	
Duncan, Mr. J., Newark....	2		
Elizabeth (N. J.) Public Library.....		I	
Fitz Public Library, Chelsea, Mass.....		2	
Ford, B. J., Trenton.....	3		
Friend, A.....	22		
Friends' Bookstore.....		I	

Gloversville (N. Y.) Free Library		I	
Goodman, Mr. E. H., Newark.	7	I	
Green, S. S., Worcester, Mass.		I	
Hawes, Miss Harriet,	9	I	
Haynes, Hon. J. E., Newark.		27	729
Hegeman, Mrs. G., Newark.		I	
Hilton (N. J.) Library Association.		2	
Hoboken (N. J.) Public Library.		I	
Howard Memorial Library, New Orleans.		23	
Howell, J. E., Newark.	2		
I'Anson, Miles, Newark.		2	
Indianapolis (Ind.) Public Library.	I		
Jackson, P. N., Newark.		2	
Jersey City (N. J.) Public Library.	I		
Keller, Miss M. C., Orange.	I		
Kennedy, S. B., Newark.	29		
Lehlbach, Hon. H., Newark.		I	
Lillie, Mr., Newark.		I	
Lynn (Mass.) Public Library.			20
Macknet, Mrs. M. H., Newark.		3	
Maimonides Library, New York City.		I	
Manchester (N. H.) Library.		I	
Mann, C. A., New York.		I	
Mason, Dr. L. D.	2	8	
Massachusetts State Library.		I	
Meleney, C. E. Somerville, Mass.		I	
Mercantile Library, St. Louis.		7	
Milwaukee (Wis.) Public Library.		6	
Minneapolis (Minn.) Public Library.	3	I	
New Hampshire State Library.	I	9	
New Haven (Conn.) Public Library.			
New Jersey State Board of Health.	I		
New Jersey State Library.	4		
New York Free Circulating Library.		I	
New York State Library.		I	
Newberry Library, Chicago.		6	
Northwestern University.		I	
Omaha (Neb.) Public Library.		I	
Osterhout Free Library, Wilkes-Barre.		I	
Paterson (N. J.) Public Library.		I	
Pennsylvania College of Dental Surgery, Phila.		2	
Ponsonby, Mrs. A. F.		24	
Pratt Institute, Brooklyn.		2	
Princeton College of New Jersey.	I		
Providence (R. I.) Public Library.		2	
Redwood Lib. and Ath., Newport, R. I.		3	
Register Publishing Company, Chicago.	I		
St. Louis (Mo.) Public Library.		I	
Salem (Mass.) Public Library.		14	
Salisbury, Mrs. L., Newark.	18		
San Francisco (Cal.) Public Library.		I	
Scott, L. H.	I		
Silas Bronson Library, Waterbury, Conn.		2	
South Orange (N. J.) Public Library.		I	
Spalding, Mr. J. A.	I		
Springfield (Mass.) City Library Association.		15	

Stechert, G. E., New York City.....		3	
Stritter, Mrs. G.....	21		
Sullivan, Rev. A. J., Newark.....	1	1	
Sunday Call.....	3		
Taunton (Mass.) Public Library.....		1	
Taylor, W. J. R. Estate of.....	15		
Toledo (O.) Public Library.....		1	
Union for Christian Work, Brooklyn, N. Y.....		1	
U. S. Bureau of Education.....		1	
U. S. Department of Agriculture.....		1	
U. S. Department of the Interior.....	26	64	
Van Wagenen, J., Newark.....	10	125	
Vanderbilt University.....		1	40
Vetterlein, Miss.....			
Wagner Institute, Philadelphia, Penn.....		1	
Ward, Susan Hayes, Newark.....	28		430
Warrington (Eng.) Museum.....		1	
Waterhouse, G., St. Louis.....		1	
Woburn (Mass.) Public Library.....		1	
Worcester (Mass.) Public Library.....		8	
Worcester (Mass.) Public Lib., List of Additions		12	
Young Men's Christian Association, N. Y.....		1	
Young Men's Mercantile Library Association, Cincinnati.....		1	
	245	477	1348



ACCESSIONS.

Vols. added 1891.	Total vols. in Library.
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By classes :															
General works.....	23	31	2	278	97	4		6	211	70	211		87	I,020	
Philosophy.....	13	14	6	26	14	3	16	41	5	7	2		5	152	
Religion....	55	33	8	158	133	39	35	46	29	19			33	588	
Sociology.....	48	80	4	101	52	16	39	163	26	22	9		77	637	
Philology.....	6	8	1	3	6			5	3	6	.. .		3	47	
Natural science.....	49	35	13	98	40	3	50	47	21	71			39	466	
Useful arts	50	54	6	26	37	8	28	106	14	142			14	485	
Fine arts.....	29	41	8	23	40	4	15	28	11	12	2		19	232	
Literature.....	64	118	12	84	159	17	78	188	46	42	68		32	908	
History.....	67	77	10	94	136	72	92	133	111	22	41		51	906	
Travel and description.....	71	101	11	86	171	73	68	76	33	26	9		43	768	
Biography.....	58	175	40	103	97	51	164	74	33	31	13		59	898	
Fiction.....	68	63	22	64	32	23	11	197	24	4	226		83	817	
Duplicates	22	60	60	61	52	70	20	26	19	12	71		23	496	
Total.....	623	890	203	I,205	I,066	383	628	I,341	445	627	441		568	8,420	31,138