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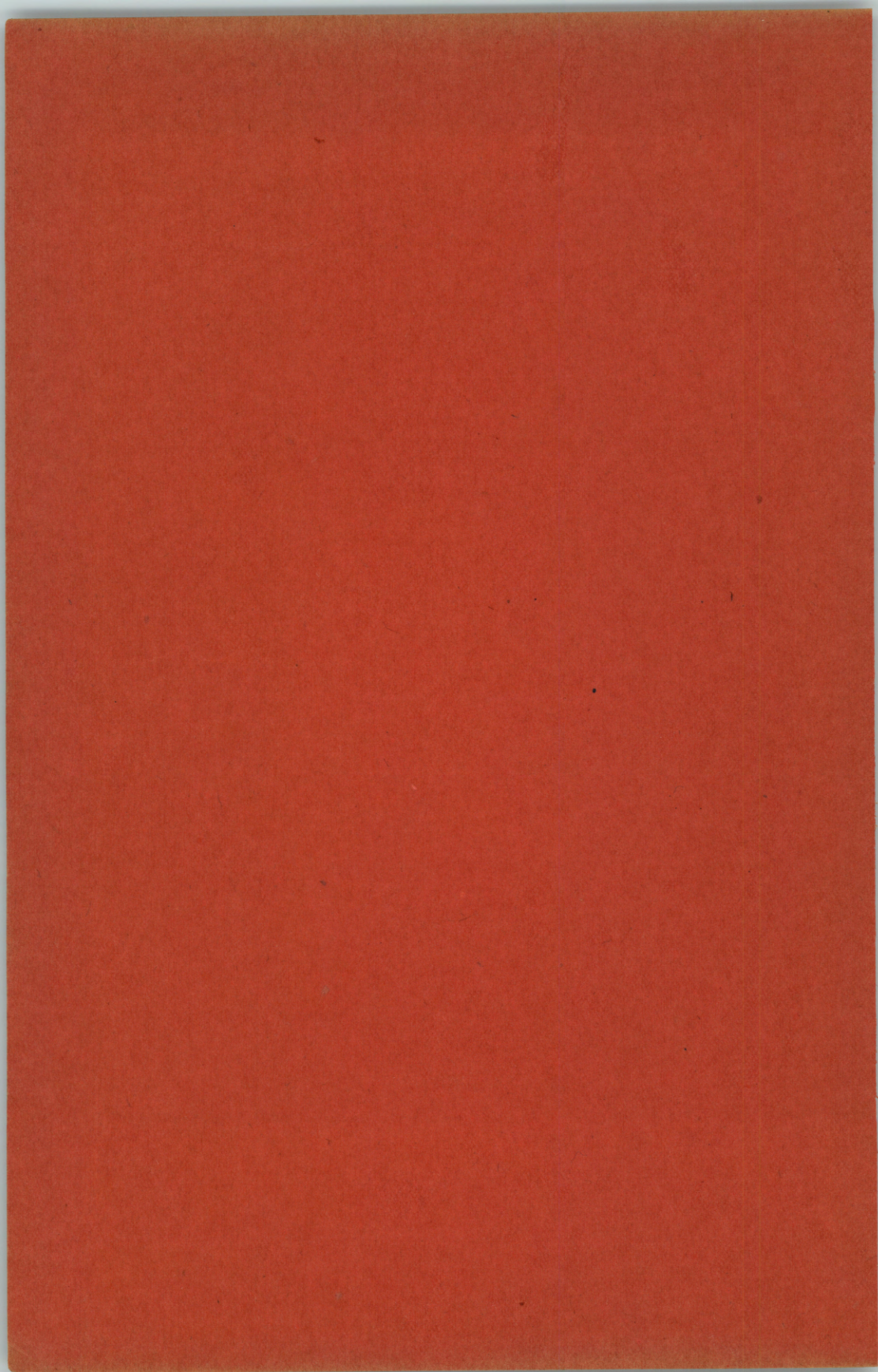
REPORT

NEW JERSEY
PUBLIC LIBRARY
COMMISSION

1912

UNION HILL, N. J.
DISPATCH PRINTING COMPANY,
1912.

New Jersey State Library



Thirteenth Annual Report
OF THE
PUBLIC LIBRARY
COMMISSION
OF
NEW JERSEY

For the Year Ending October 31st

1912

UNION HILL, N. J.,
DISPATCH PRINTING COMPANY,
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THE NEW JERSEY

PUBLIC LIBRARY

COMMISSION

NEW JERSEY

OF THE NEW JERSEY

1912

PRINTED BY THE
UNIVERSITY OF THE STATE OF NEW JERSEY

Public Library Commission.

W. C. KIMBALL, *Chairman* (1915).....Passaic
M. TAYLOR PYNE (1916).....Princeton.
HOWARD M. COOPER (1913).....Camden.
EVERETT T. TOMLINSON (1914).....Elizabeth.
JOHN COTTON DANA (1917).....Newark.

HENRY C. BUCHANAN, *Secretary*.....Trenton.
SARAH B. ASKEW, *Organizer*.....Trenton.
EDNA B. PRATT, *Organizer*.....Trenton.

NEW JERSEY TRAVELING LIBRARIES.

For the benefit of those communities in the State which have no library facilities or inadequate library facilities, small public libraries and rural districts, the New Jersey Public Library Commission conducts a system of traveling libraries. These libraries are sent out from the State House in Trenton. Each library consists of fifty books selected with reference to the group of borrowers. These books are packed in a small case. They are loaned upon application of ten taxpayers, a club, a grange, an association or any educational organization. The applicants for traveling library privileges are asked to appoint a trustee and a librarian, who are required to fill out certain blanks. A small subscription of two dollars per year, payable in advance, is asked as a guarantee. A library may be retained for six months and renewed for six months more, or it may be exchanged for a new library as often during the year as is desired without additional cost to the borrowers. All express charges are paid by the New Jersey Public Library Commission, all libraries being sent out prepaid, and all libraries should be returned by express collect. This will avoid trouble. In making application for a library it is desired that the kind of books or the special titles wanted be specified so that as far as possible the needs of each community will be met.

It is not always possible to give all of the individual book desired, but the library will be made up of books of the same nature. If any specific book is wanted for any special reason, and it is so specified, that book will be furnished if it is possible to obtain it. Any suggestions which will increase the usefulness of the libraries will be gladly received by the Commission.

In addition to the regular collection sent as a traveling library the Commission is glad to furnish books on any given subject to any individual in the community as a "special loan" without an additional fee.

Address the

NEW JERSEY PUBLIC LIBRARY COMMISSION,

STATE LIBRARY, TRENTON, N. J.

Annual Report.

Hon. Woodrow Wilson, Governor of New Jersey:

DEAR SIR—The following report of the New Jersey Public Library Commission is respectfully submitted:

As heretofore, the Commission's work has consisted principally of operating Traveling and Special libraries, establishing new libraries, reorganizing and assisting those already in existence, and conducting a Summer School and Institute. The greater part of the work has been carried on under the handicap of a lack of room, the seriousness of which must be apparent when it is explained that the Commission has more than 20,000 books, operates more than three hundred small libraries, makes special loans of hundreds of volumes, sends out and receives thousands of letters, yet it is quartered in a single room whose dimensions are less than 12 by 24 feet.

Books stand on the shelves two deep; discarded volumes must be piled on the floor; the labor of getting out new libraries (much of which must be done in the hall) is unnecessarily increased. The room, which is also used as a telephone booth, leads to the stairway to the attic, was formerly used as quarters for the State Library Janitor, and is now occupied merely under tolerance. The Public Library Commission has no direct connection with the State Library. More and better accommodations are badly needed.

Traveling Libraries. During the past year 795 Traveling Libraries have been sent out, containing an aggregate of 39,750 books. The number of Traveling Library centres has been increased from 256 to 282, making a gain of 26 in the number of communities served. As far as can be ascertained, the average circulation from these stations is about four times for each volume, making a total circulation of 159,000 from the 282 stations. As computed from the reports, the average number of readers at a Traveling Library station is 87, making a total of 24,534 people being served through the regular Traveling Libraries, at a cost for transportation of \$577.68.

Special Loans. Eighteen hundred and seventy-one books have been sent out as special loans. With the aid of the public libraries of Newark, New York, Trenton and other cities, this method of supplying books for specific demand is successfully meeting the need of material for individual study which could not be met through the general Traveling Libraries. The privilege is very greatly appreciated and this branch of the work promises in time to become one of the most important developments of the Traveling Library system, furnishing, as it does, a means of carrying on serious research and study work in rural communities and small towns and villages that are without libraries, as well as enabling small libraries to give their patrons the benefit of many valuable reference books they would otherwise be unable to obtain.

Library Extension. One hundred and thirty-one visits have been made by the Organizers and Chairman of the Commission, at an expense of \$411.18. Mahwah, Shiloh, Sea Isle City, Farmingdale, Lumberton, Ringoes and Ramsay are the new libraries on record. Somerville, Bound Brook, Collingswood and Nutley became town-supported libraries at the last election, and Belmar is expecting to vote on the proposition in December. Woodstown and Elmer are subscription libraries which have within the past year been made free to the town. Eight libraries have been organized, one reorganized, and three partially re-organized. One hundred dollars has been given to one library for first purchase of books. Eleven reading circles in rural districts have been started, making a total of 62 started under the direction of the Commission. Fifteen granges have started reference collections in their grange halls. Forty-three programmes and twenty-one bibliographies have been sent to study clubs, all of which have been supplemented with Traveling Libraries and special loans. The usual addresses in the interests of library extension have been made before schools, educational meetings, women's clubs, library boards, town councils, grange meetings and farmers' institutes. Eleven story hours have been conducted in as many different libraries.

Office Work. The work of the Commission as a central bureau for advice and instruction as to technical methods, book-buying, book-selection, binding, etc., has shown steady growth. The analytical subject-index to the collection of book lists, pamphlets,

and library aids has made this material much more available and the demand for it by the libraries has constantly increased. Reference work for both libraries and Traveling Library centers has been continued with success. Advantage has been taken of this opportunity for securing bibliographies and aid in reference work by many study clubs, schools and educational societies. Through the Woman's Work Committee and Lecturer of the State Grange, and the Farmers' Institutes, much reference and bibliographical work has been done for rural communities, which the Commission has not as yet been able to reach with Traveling Libraries. This work has entailed much correspondence, but the constant call for it has demonstrated the need for and appreciation of it. Valuable additions have been made to the special collections of picture books, sources for stories, comparative editions, poetry, etc. These special collections, pictures and exhibits of various kinds have been loaned to eighteen libraries.

Nine boxes of books and magazines sent to the Commission for distribution have been given to small libraries, where they have added greatly to the local collections.

A much needed supplemental appropriation for the purchase of books and cases was made by the Legislature in April. Twenty-five cases were bought at a cost of \$237.50, and immediately put into use. With the supplemental appropriation and such part of the regular appropriation as could be so used, 5,432 books and pamphlets were purchased at a cost of \$4,387.02. The policy of buying fiction and juvenile books in reinforced binding has been adopted. The reinforced bindings are guaranteed to last until the books shall become too soiled for use. This has increased ten per cent. the cost of books in these two classes, but will virtually obviate the expense and trouble of rebinding, and the books will continue in constant use, whereas it has often been necessary in the past to withdraw them for rebinding when the demand was the greatest. The cost of reinforcement being less than half that of binding, the actual saving in funds in the course of a year is apparent. For the reason that it is seldom necessary to rebind adult non-fiction, this class of books is purchased as bound by the publishers.

The fact that the supplemental appropriation did not become

available until the beginning of the Summer and would lapse if not used by November 1st, made it necessary that a large majority of the 5,432 books and pamphlets added to the collection should be selected, purchased, catalogued and prepared for circulation between July 1st and the middle of October.

Five hundred and sixty-four books have been discarded during the year, leaving a net gain of 4,868 books, and bringing the number in the working collection of the Traveling Libraries up to 20,512. Many of these, however, are in such condition that it will be necessary to discard them at an early date.

The discarded books have been sent to Branchville, Phillipsburg, Pleasant Grove, Naughtright, Glen Gardner, Farmingdale and the Frenchtown Training School for Boys, where they have been used to great advantage.

Six hundred and forty books have been rebound during the year at a cost of \$165.18.

Round Tables. Round tables have been held during the past year at Elberon, Millville, Atlantic City and Boonton, with a total attendance of forty-one, including librarians, trustees, and those in charge of Traveling Libraries. The Organizers were assisted at Elberon by Miss Clara W. Hunt, in charge of the Children's Department of the Brooklyn Public Library, and at Millville by Miss Anna McDonald, of the Pennsylvania Library Commission. The New Jersey Library Association has promised its support for future round tables, and is expected to select from its membership leaders at these meetings. The gatherings are very informal and the topics discussed suggested by those who attend.

Books in Foreign Languages. The policy of responding to a demand for books in foreign languages rather than creating such a demand, has been consistently adhered to. That there is a growing demand for such books is evident. The Commission continues to supplement the collections (usually very small) in local libraries by its own books, which the last appropriation of \$100.00 enabled it to buy, and by acting as an exchange center for various libraries. The administration of this branch of work has been conservative, because of the necessity of being guided by the knowledge and experience of others, and because of the hesitating attitude of most local librarians. Miss Margaret Reid, in charge of the For-

eign Department of the Providence Public Library, which has a collection of 10,000 volumes in many languages, has given much practical advice and very valuable aid in the compilation of purchase lists.

Two foreign investigators employed by the New Jersey Immigration Commission very courteously spent a morning in the Commission room, reviewing lists and discussing the condition and needs of the foreign population of New Jersey. They have placed themselves at the service of the Commission even after their investigations in this State are finished. The New Jersey Commission of Immigration is interested in the education and recreation of the foreigner, and asks the aid of the Commission.

Institutional Libraries. The \$500.00 appropriated by the last Legislature for the purchase of books for penal and correctional institutions has been spent after consultation with those conversant with this work. The rapid change in population in county jails makes unnecessary frequent change in their collections of books. Actually the change is only necessitated by the wearing out of the books. At the Mercer County Workhouse the books are frequently exchanged, because of the interest taken by the warden. The Essex and Hudson County Penitentiaries and the Women's Ward of the State Prison were supplied from the last appropriation for this work three years ago. They have not exchanged any books since. The State Prison proper is too large a field for Traveling Libraries to aid materially, but the benefit of "special loans" might be given there with good results. Traveling Libraries have been sent to the State Home for Girls since 1907, and have been constantly exchanged. These supplement a permanent collection of books owned by the institution. Within the past few months Traveling Libraries (which will be regularly exchanged) have been sent to the Rahway Reformatory and the Fairview Training School for Boys, where the authorities are greatly interested in the reading of the inmates. The last Legislature appropriated funds for the establishment of a Women's Reformatory. The future Matron of that institution has already visited the Commission room and asked for Traveling Library aid.

Summer School and Institute. In February a circular letter was sent to all the libraries in the State, outlining the plans for a

five-weeks Summer School, the last week of which should consist of lectures to be open to all librarians of the State, whether they had taken the entire course of the school or not—such a week to be called "Institute Week." The Summer School in New Jersey has always been a response to a demand, and this letter was intended to discover whether such a demand existed at this time, and whether the proposed program covered the subjects most desired. As a result, the school opened on the 6th of May, with an enrollment of fourteen students representing the towns of Haddonfield, Perth Amboy, Lawrenceville, Princeton, Newark, South Orange, Elberon, Belmar, Asbury Park, Keyport, Red Bank and Palmyra. A number of applications for admission were refused because the applicants did not fill the requirements. The first four weeks were devoted to instruction in elementary library work, including: library handwriting, library housekeeping, supplies, cataloguing, book reviewing, accessioning, periodicals, classification, reference work, book-mending, publishers, booksellers, book-selection, children's work, economic management, re-organization, charging systems, shelf-listing, and government documents. There were exhibits on these various subjects which increased the value of the instruction. The Institute lectures were arranged in courses to accommodate those librarians who came for lectures on a given subject and who could not stay through the entire week. The lecturers and their subjects follow: Miss E. L. Foote, of the New York Public Library, gave three lectures on government documents; Miss Sarah B. Askew, one lecture on the resources of the State Library; William Nelson, "New Jersey—its bibliography and history;" Hon. Edward C. Stokes, "New Jersey—its industries and resources;" Edward L. Katzenbach, "Development of libraries in New Jersey;" Miss Sarah B. Ball, of the Newark Library, "Business branch of a Public Library;" Miss Edna Whiteman, of the Pittsburg Training School for children's librarians, three lectures on "The Use and Value of Story-telling;" Miss Corinne Bacon, of the Newark Library, "A Library That's Alive;" Miss Isadore Mudge, of the Columbia University Library, three lectures on reference work; Miss Theresa Hitchler, in charge of the Cataloguing department of the Brooklyn Public Library, three lectures on cataloguing; Miss Agnes Miller, of the Princeton

Public Library, "The library's part in civic improvement;" Charles H. Tuck, of the Agricultural College, Cornell University, on library extension; Albert B. Meredith, assistant supervisor of education in New Jersey, on "The relation of the Library and the School;" Gilbert O. Ward, supervisor of High School Libraries, Cleveland, Ohio, on "The Library as an Educational Centre;" Miss Mary W. Plummer, director of the New York Public Library School, on Applied Poetry.

These lectures were advanced work for the students of the school and were also attended by eighty-six other librarians who came for all or part of the week, representing 54 libraries. There were many exhibits illustrating the lectures and giving prominence to library devices used in other libraries in the State. In looking over the list of graduates of the Summer School it is gratifying to note the good positions held by most of them and the excellent work done by them. The school has not only done much for many individuals but has also greatly benefited the libraries in the State. A large percentage of the attendance at all library gatherings in the State are Summer School graduates, which testifies to their professional interest, and many of them come each year for Institute Week for the discussion of fresh problems. It is through their interest and enthusiasm that much library extension has been possible and many libraries reorganized. It has given to many librarians professional training which they must otherwise have gone without, and has inspired many others to longer courses in regular library schools.

Bulletin. As a medium for the exchange of ideas, furnishing bibliographies and bringing together library interests of the State, the New Jersey Library Bulletin has more than fulfilled the expectations with which it was inaugurated. It has also greatly lessened the amount of correspondence in the Commission Office. The demand for it has been large and widespread. On the whole it is felt it is one of the most beneficial and efficient of the activities of the Commission.

The Outlook. Those in charge of the penal and correctional institutions, with whom the representatives of the Commission have conferred, say it is unusual to find people committed to their care who have ever used a public library. In some cases the

prisoners, after leaving the institution with the reading habit formed, have written asking their former instructors where books can be obtained. It is the intention of the Organizers to visit these institutions or to talk with those in charge about the possibilities of the work during the coming year. Much can undoubtedly be done in the smaller institutions. The example of the Atlanta Public Library in meeting requests for special loans for the use of inmates of the Federal Prison, might well be followed in serving our own State Prison. Five hundred dollars is not an adequate appropriation for the full development of this work and a larger one is earnestly desired.

There are about five libraries in the State doing effective township work. There are many others which could with advantage to themselves follow this example, and undoubtedly would if the proper impetus were supplied. If the larger libraries would extend their privileges to the rural districts surrounding them and thus strengthen the smaller libraries near at hand, by personal interest in their welfare, local efficiency would be greatly increased, and the Commission would be relieved of much work that can better be done by those in more intimate and constant contact with the localities. It could then devote more of its time to the remote rural districts and develop more highly specialized lines of work. The question, therefore, of county or township libraries seems a timely one to be considered, and it is hoped constructive work in this direction will be immediately undertaken.

The books bought with the supplemental appropriation during the past year will make possible the development of the Traveling Library system by improving the service at the present stations, extending it to other communities, and increasing special loan privileges. There are many districts, however, which it will be impossible to reach with the present appropriation, as only a limited number of new stations can be established without rendering it impossible to serve present centers efficiently. It is as much the province and duty of the Commission to develop the work after the establishment of a station as to form new centers. The aim is that the Traveling Libraries shall stand in the same relation to the country districts as the town library does to the urban districts.

With an increased appropriation it would be possible to come in closer contact with the users of the libraries through personal visits, and thus create interest, cultivate the reading habit, promote a desire for a higher grade of books, and to select libraries with a closer consideration of individual communities.

W. C. KIMBALL.

M. TAYLOR PYNE.

E. T. TOMLINSON.

HOWARD M. COOPER.

JOHN COTTON DANA.

New Jersey State Lib.

Some Advantages of Municipal Control.

First—A Free Public Library under municipal control has a regular, known income, which increases with the growth of the municipality.

Second—It is not dependent solely upon subscriptions, contributions and the proceeds of entertainments arranged for its benefit.

Third—With an income that is certain, the trustees are able to make plans for the future, and more economically administer the affairs of the library.

Fourth—A municipally-controlled library is owned by the people, and experience has demonstrated that they take a much greater interest in an institution belonging to them.

Fifth—Public libraries supplement the work of the public schools. "Reading maketh a full man," wrote Lord Bacon; and Thomas Carlyle thus expressed the same idea: "The true university of these days is a collection of books." Libraries, like the schools, should be supported by the people.

Sixth—The Library is not a charity, neither should it be regarded as a luxury, but rather as a necessity, and be maintained in the same manner that the schools, parks, fire departments and public roads are maintained—through the tax levy.

Seventh—Where all contribute the burden is not felt, each aiding according to his ability.

Eighth—Permanency is acquired for the Library, and many valuable governmental, State and other publications may be obtained without cost, a privilege that is often denied to subscription libraries.

Ninth—The trustees and librarian are not hampered in their work by inability to collect subscriptions or the failure of an entertainment to return a profit.

Tenth—There is more efficient and closer co-operation with the public schools and other municipal institutions and interests.

Eleventh—Public ownership secures more democratic service and broadness in administration.

Finally—All are interested in a Free Public Library, and in an emergency there will be a more generous response to an appeal for financial assistance.

Is the Library Law Burdensome?

Section 3 of the revised library law of 1905, provides that when the voters of a municipality have voted for a free public library "it shall become the duty of the governing body or appropriate board of said municipality annually thereafter to appropriate and raise by taxation a sum equal to one-third of a mill on every dollar of assessable property within such municipality." This provision is mandatory. Section 4 permits the governing body to raise an additional one-sixth of a mill, bringing the assessment up to a half of a mill. This is discretionary with the governing body. The money thus raised is to be used for no other purpose than for a free public library.

One-third of a mill on a dollar would be one cent on \$30, ten cents on \$300, one dollar on \$3,000. According to recent testimony of assessors in several counties, given before the State Board of Equalization of Taxes, property is assessed at from 50 to 90 per cent. of its real value. Assume that the valuation is 75 per cent. A \$3,000 house would be assessed for \$2,250, and the annual tax at one-third of a mill would be 75 cents, and for this the taxpayer and the members of his family would get all the books they could read in twelve months, and the children would have the benefit of the references in their studies. For the owner of a modest \$1,500 home the one-third of a mill would be 38 cents, and he would get in return the use of the very best books and magazines for himself and his family. Surely this is no burden.

