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FIFTEENTH
ANNUAL
REPORT

NEW JERSEY
PUBLIC LIBRARY
COMMISSION

1914

New Jersey State Library

UNION HILL, N. J.
DISPATCH PRINTING COMPANY

1915

GIFT
NEWARK, N. J. PUBLIC LIBRARY

Fifteenth Annual Report
OF THE
PUBLIC LIBRARY
COMMISSION

OF
NEW JERSEY

For the Year Ending October 31st

1914

UNION HILL, N. J.
DISPATCH PRINTING COMPANY

1915

Fifteenth Annual Report

PUBLIC LIBRARY
COMMISSION

NEW JERSEY

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For the Year Ending December 31st

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NEW JERSEY

PRINTED BY THE
UNIVERSITY OF THE STATE OF NEW JERSEY
AT TRENTON

Public Library Commission

M. TAYLOR PYNE, *Chairman* (1916).....Princeton
JOHN COTTON DANA (1917).....Newark
EVERETT T. TOMLINSON (1919).....Elizabeth
EDMUND J. CLEVELAND (1918).....West Hoboken
JOHN P. DULLARD (1915).....Trenton
CALVIN N. KENDALL (ex-officio)
Commissioner of Education.....Trenton

HENRY C. BUCHANAN, *Secretary*.....Trenton
SARAH B. ASKEW, *Organizer*.....Trenton
EDNA B. PRATT, *Organizer*.....Trenton
HELEN E. GUHL, *Assistant*.....Trenton

Public Library Commission

At a meeting of the Public Library Commission, held at the City Hall, New York, on the 10th day of January, 1901, the following resolutions were adopted:

Resolved, That the Commission do hereby recommend to the Board of Education that the Public Library be placed under the management of a Board of Trustees, to be appointed by the Board of Education, and that the Board of Trustees be authorized to make such rules and regulations as may be deemed necessary for the better management of the Library.

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Annual Report

Hon. James F. Fielder, Governor of the State of New Jersey:

SIR:—The New Jersey Public Library Commission respectfully submits the following report of its activities during the past year:

During the year 1,142 libraries, containing 57,100 books, have been sent to 360 traveling library stations; 4,896 books have been sent out as special loans; 837 pamphlets have been distributed free of charge; 13 new libraries have been established; 2 subscription libraries have been made free libraries; 4 libraries have become tax-supported; 5 new library buildings have been erected; 4 buildings have been remodeled and enlarged; 172 visits have been made in library interests; 4,860 books and pamphlets have been purchased; the administration of school libraries has been transferred to the Public Library Commission; a Summer School has been held, with twenty-eight students enrolled for the entire course, twenty-four additional students for the special course, and a total of ninety-five interested visitors during the session; 5 round tables have been held, with an attendance of 128 librarians, teachers and trustees.

BOOK COLLECTION.

There have been purchased during the year 4,860 books and pamphlets, at a cost of \$4,845.58, the average cost per book being slightly less than \$1.00. Nearly all the adult fiction and juvenile books have been bought in reinforced binding, with excellent results.

Four hundred and eighty-two books have been discarded during the last fiscal year. These books were sent to Phillipsburg, Minotola, the convict labor camps, Glen Gardner and the Farmingdale Preventorium.

Five hundred and ninety-six volumes have been rebound at a cost of \$154.00.

The book collection now contains 27,139 volumes. The most noteworthy additions made to the collection during the year were the books contained in the lists compiled for children by Miss Clara W. Hunt. This list was published in the New Jersey Library Bulletin of July, 1914. The books were purchased in the various editions recommended by Miss Hunt, and will always form the nucleus of the juvenile collection, as they will be replaced whenever it is necessary to discard them.

The picture book collection has been augmented during the year by the books among the new publications recommended for this purpose by those able to speak with authority. This collection now numbers 148, and is a valuable aid to small libraries for exhibitions to demonstrate to mothers and teachers the best picture books for children.

More than half the book collection, and by far the more expensive part of it, is non-fiction. One of the best and most complete collections in this division is the one on Useful Arts, of which books on Agriculture and Household Economics form a large proportion. These books are greatly in demand, and constant additions are necessary to keep them up-to-date and in sufficient numbers to meet requests. The books on Education form another subdivision, and are much used.

Popularly written and interesting Biographies, Travels and Essays are so constantly in circulation that it is necessary to be on the alert for new books along these lines to keep the supply adequate. Large additions to the number of books on Government and Civics have been made necessary by the special loans and by the growing interest in good citizenship. Demands for books on popular phases of Science are continuous, and make necessary frequent purchases, as most of the books published ten, or even five, years ago are now only of historic value.

In so far as it is possible to do so, books have been bought adequately covering the social life and customs, arts and crafts, travel and description, history and government, literature and education of all countries.

The policy has been to buy books of general interest to meet the more frequent demands, and to rely upon libraries extending inter-library loan privileges for books seldom required.

OFFICE WORK.

An increasing number of libraries, clubs and individuals are availing themselves of the privilege of submitting reference questions to be answered by mail. There has also been a marked increase in the number of libraries seeking, through correspondence, advice concerning book-buying, book selection, library administration, and technical problems. This can be partly attributed to the Round Tables, which bring the Commission more intimately in touch with all libraries in the State.

Extensive use has been made of the collection of book lists, club and study programs, and various library aids, which are kept on file in the Commission office. A majority of the Women's Clubs in the State have filed their programs for each successive year with the Commission. These programs are in turn loaned to other clubs and small libraries which desire suggestions for study and work. This has saved much time in constructing programs and bibliographies. This Department stands in great need of larger filing facilities and more room.

Co-operation with the New Jersey Federation of Women's Clubs through their library and literature committee, the Woman's Work Committee of the Grange, and the Mothers' Congress has been continued.

PARCELS POST.

For postage \$431.00 has been spent. That amendment of the law which makes it possible to send books by Parcels Post has largely increased the efficiency and economy of the special loan system. It is now possible to send a package of books by post for six cents which formerly cost twenty-five cents by express. Many books which the borrower formerly had to go five to ten miles to an express station to secure, can now be sent directly to him by rural free delivery.

SPECIAL LOANS.

During the year 4,896 books have been sent out as special loans. This system has developed into one of the most potent agencies for the promotion of library interests in the State. A community is more eager and ready to establish a public library when it can be assured that, in addition to the meagre resources its own library will have in the beginning, it may call upon the State for books needed to meet special demands made by students, professional and business men and women.

It is the province of the library to supply such books, but to do so would necessitate the purchase of such costly or highly specialized books that it would be impossible to meet the expense.

Again, the librarian of the Traveling Library is eager to get books for the student or workman, when the providing of such books does not lessen the number sent for general use.

The courtesy of the State Library, Library of Congress, Newark Public Library, Trenton Public Library, and the New York Public Library in lending books has made it possible to administer this work at a much less cost than would otherwise have been possible; and acknowledgment is hereby made of the valuable assistance that has been so unstintedly given to the Public Library Commission.

TRAVELING LIBRARIES.

Books are now being circulated from 360 Traveling Library centres, 37 stations having been established during the year. The majority of these stations are in the "rural communities," where there are few public libraries. Small communities close to towns having free public libraries are encouraged to apply to such libraries for book service, so that the State Traveling Libraries may be sent to more remote districts.

Many rural districts have not as yet been reached, because the number of books owned by the Commission is insufficient to serve with efficiency a larger number of stations than those already listed.

The Traveling Library stations operated with special loan privileges afford opportunity for study and research to everyone within reach of them, and the fact that there is a growing demand for books on special subjects and for more serious reading shows that these libraries are becoming a vital part of the educational system of the State.

Eleven hundred and forty-two libraries, containing 57,100 books, have been sent out during the year at an expense of \$542.63. The average number of issues of each book at a station is four. This gives a total circulation of special loans and books in the Traveling Libraries of 233,296 for the State.

Traveling Library fees amounting to \$444.00 have been turned over to the State Treasurer.

FREE DISTRIBUTIONS.

A systematic effort has been made during the year to acquaint librarians with the valuable material to be had in pamphlet form; not only publications of the American Library Association and of libraries dealing with library technique, but also material of interest to the general public issued in pamphlet form by the National and State Governments and public and private agencies.

Only one publication, "Reading for Pleasure and Profit," has been distributed to every library in the State, but in response to individual requests, and to meet the needs of small groups of librarians, 837 pamphlets have been issued.

LIBRARY EXTENSION.

During the year, 172 visits have been made by the Organizers of the Commission, at an expense of \$539.99. With very few exceptions these visits were made upon the request of librarians, trustees, or others interested in library development or the details of administration.

Clarksboro, Farmingdale, Washington, Woodbury Heights, Navesink, Irvington, Ocean City, Mountain Lakes, Hopewell,

Pompton Plains, Lyndhurst, New Vernon and High Bridge have established public libraries during the year.

The Morristown Library was destroyed by fire early in the year. Even though most of its valuable collections of local histories, etc., were destroyed, the trustees are planning to build up a library which will be even more efficient than the old one.

The Roselle and Millville libraries, which have been subscription libraries for many years, have been made free public libraries. Four libraries which have been public libraries for some years, but were unorganized, have been reorganized.

The libraries in Keyport, Irvington, Rockaway and Wenonah have become tax-supported, by the vote of the people. Belmar has been given \$100.00 for first purchase of books.

A number of addresses on library extension, books and reading, and school libraries have been given before teachers' institutes, clubs, library associations, parents' and teachers' associations, etc.

So many demands are made upon the time of the Commission staff that it is never possible to create a demand by active propaganda. The requests that come to the Commission for aid are unsolicited, and the only advertising of its resources comes from the pages of its quarterly Bulletin and the talks about Commission work given by the members of the Commission and the Organizers upon invitation. It is undoubtedly true that many people could and would profit by the services of the Commission if time permitted visits other than those that are specifically requested.

NEW BUILDINGS.

Nutley and Belmar have new library buildings, and Upper Montclair and Elizabeth have new branch library buildings as gifts from the Carnegie Corporation. East Orange, Bayonne and Perth Amboy have received money from the same source for additions to their buildings. The Trenton Public Library has been remodeled and enlarged through the gift of John Cadwalader, who at one time lived in Trenton. The Keyport library, recently finished and dedicated, was erected with funds obtained by the Raritan

Guards from the sale of property belonging to that organization since the close of the Civil War.

SUMMER SCHOOL.

The Commission conducted the sixth session of its Summer School in the Asbury Park Public Library, June 1st to July 3d. The usual course in elementary library science was given, with special lectures by James I. Wyer, State Librarian, Albany, N. Y.; H. W. Wilson, of White Plains; Miss Theresa Hitchler, of Brooklyn Public Library; John Cotton Dana, of the Newark Public Library; Dr. Edmund J. Cleveland, of West Hoboken; Howard L. Hughes, of the Trenton Public Library; Miss Hinsdale, of the East Orange Public Library; Miss McClelland and Mrs. Bowen, of the Passaic Public Library.

All of these lecturers came because of their interest in the school, and were paid nothing but their expenses. Miss Rose Murray, of the New York Public Library, gave a demonstration in mending and binding books, and Dr. John Erskine, of Columbia University, talked the last evening on "Learning to Read." Miss Clara W. Hunt, who is in charge of the Children's Department of the Brooklyn Public Library, gave a week's course on children's literature and methods of work with children.

The twenty-eight students who enrolled for the entire course came from Belmar, Roselle, Madison, Trenton, Vineland, Woodstown, Toms River, Asbury Park, Camden, Collingswood, Bayonne, Augusta, High Bridge, Keyport, Hackettstown, Nutley, Mendham, South Amboy, West Hoboken, Ocean City, and Dover. Fourteen others came for Miss Hunt's course, and twenty-four more for special lectures. Adding to these the number of trustees, visiting librarians, and members of the Commission who were present at different times, a total of 95 persons interested in libraries visited the school during the five weeks it was in session.

There were exhibited there a number of French and German lithographs from the Newark Public Library and a collection of mounted pictures from its picture collection, samples of material for free distribution from the State and National governments,

literature in pamphlet form on all phases of Library economy, materials and leather for binding, magazine binders, picture bulletins, books illustrating good and bad editions, good and bad illustrations, etc.

The first session of the Commission's Summer School was held in 1906. Since that time there have been six sessions, two institutes and one special course (the course in children's literature given by Miss Hunt this past June). During this six years, 155 have been enrolled in the regular courses and 254 others have attended the Institutes. Of the 155 regular students, 54 were in charge of their own libraries when they left the school.

ROUND TABLES.

Round tables for the informal discussion of books and libraries have been held during the past year in Camden, Navesink, West Hoboken, Trenton and Woodstown. Among the 128 librarians, trustees and teachers who attended were many who had never before been to a library meeting of any sort, and who undoubtedly cannot go to larger meetings at greater distances.

It is possible at these small meetings to discuss details important in themselves but seemingly too trivial for discussion at larger meetings, to encourage intercourse and co-operation between libraries in neighboring districts, and to get the ideas of all attending upon questions of State interest.

BOOKS IN FOREIGN LANGUAGES.

The stock of books in foreign languages has not been greatly increased, and it has been difficult to fill the requests that have come to the Commission. It is not possible to borrow from other libraries such books, because no library has more than enough for its own borrowers. There seems to be every reason for continuing this department and for enlarging its collection of books.

INSTITUTIONAL LIBRARIES.

Traveling libraries have been sent upon request to county jails, the Woman's Reformatory, State Home for Girls, School Depart-

ment of the State Prison, Rahway Reformatory, and several boxes of discarded books have been sent upon request to the convict camps. Requests for these books have come from those directly in charge of these institutions and are dependent upon the degree of interest each one has in the reading of his charges.

The value of well administered libraries in correctional institutions has long been recognized by sociologists and penologists, as well as by the inmates themselves. It is undoubtedly true there are many books in some of our State institutions that should not be there, and the buying of new books is not guided by either special knowledge or experience.

As a department of the State, it seems the duty of our Commission to give aid and advice in these matters to every State institution that has not on its staff a person qualified to select books for institutional use. This cannot be done without legislative authority, or without the request of the proper officials.

FARM DEMONSTRATION BUREAUS.

There have been organized in various counties of the State, Farm Demonstration Bureaus with headquarters at the county seat. They are in charge of trained agriculturists. Several of them have made application to the Commission for reading material on a variety of subjects to be kept in the bureau office for the use of farmers. All of these requests have been referred to the librarian in the county seat. This is in accord with the policy of the Commission to place the responsibility of supplying reading material upon local libraries. It is only in that way they can progress along practical lines and have a proper idea of the communities' needs upon which to base their requests for appropriations.

THE LIBRARY BULLETIN.

The Commission continues the quarterly publication of the New Jersey Library Bulletin. Its mailing list is increasing as its usefulness is more generally recognized by those outside the State and outside the library profession.

New Jersey State Library

The inclusion in the mailing list of many people not librarians is not only justifiable, but should be encouraged, because the Commission is concerned with fostering outside, as well as inside, the profession an interest in good reading and the improvement of reading conditions.

The Bulletin is a valuable and economical agent in carrying to New Jersey libraries the titles of books that are recommended for purchase, and in assisting librarians in the solution of some of their many problems. Several hundred persons can be reached quarterly, at a cost no greater than would be required to reach a dozen with typewritten lists.

SCHOOL LIBRARIES.

The last Legislature amended the school library law so that the supervision of school libraries and the control of the State school library funds were transferred from the Department of Public Instruction to the New Jersey Public Library Commission. The Commission formally assumed charge of this work on the first of November, though some of the details had already been in its charge since the bill was passed last Spring. It is the desire of the Commission to so organize school library work throughout the State that the public library, in communities where such exist, will be the administrative head, and the school libraries will be branches of the public library either in the form of regular branches in high schools, or as class-room libraries for the grades.

Public library resources and the expert knowledge of librarians should be freely drawn upon by schools. In those communities where public libraries do not exist the Commission will stand in the same relation to school libraries as public libraries do in more favored communities. Application for State school library funds must be accompanied with a list of the books, works of art, or scientific apparatus to be bought wholly or in part from State funds.

The approval of books will be based on a card index of titles approved for young people's reading by those libraries in the United States that have made a special study of the reading of young people and are in sympathy with school needs. This card index is

to be arranged by author, subject, and grade, so that at any time individual titles can be approved, and teachers may get lists of books on given subjects, or those appropriate for reading in certain grades.

The approval of works of art will be based upon recognized standards, and the scientific apparatus will be referred by the Commission to the Commissioner of Education.

There are in the State of New Jersey 869 one-room schools and 300 two-room schools. All of these are in need of the help the Commission could give them if the school libraries department is properly equipped and has sufficient appropriation. Requests have already been numerous for aid in book selection, book buying, reading lists, and for books and pictures to supplement the text-book supply.

A committee of the Commission has drawn up rules and regulations to be observed in applying for State school library funds and suggestions for the administration of school libraries.

SURVEY.

The New Jersey Public Library Commission was created in 1899. In the fifteen years which have elapsed since then, the public library centres in New Jersey have been increased from 66 to 266. The circulation of books in the State has increased from less than 2,000,000 to something over 8,500,000.

Fifteen years ago librarians in different sections of the State did not know each other by name, and with few exceptions there was a complete lack of co-operation. At a New Jersey State meeting thirty people were considered a good representation. Today most librarians of the State are acquainted with, and interested in, not only the libraries and librarians in their immediate vicinity, but those in all parts of the State. Libraries, instead of being isolated units, have become parts of a co-operative whole.

The membership in the New Jersey Library Association has trebled, the attendance at meetings has quadrupled, and those attend-

ing from Sussex to Cape May account each other friends and coworkers.

The Traveling Library system has been developed within these fifteen years. School libraries, from being a little considered and much neglected part of the educational system, have become the subject of earnest consideration, and provision has been made by the Legislature for their administration.

The agencies which have in great part brought about this change are the establishment of the Commission as a medium through which libraries can co-operate; the hearty co-operation of the New Jersey Library Association; the establishment of the Summer School, which has been perhaps the most potent factor in the professional development of the librarian of the small library; round tables in different parts of the State, which have brought together librarians who rarely attend State meetings; and the quarterly Bulletin, which keeps libraries in touch with each other and the Commission and serves as a means of communicating ideas.

Even with this progress, library development in the State has only begun. To reach the districts not yet touched, to develop those stations already started, to carry on work already begun, and to keep pace with the demand that comes with growth, requires increased effort, increased appropriation, and the continued cordial co-operation of everyone in the State who is interested in better reading and practical library service.

M. TAYLOR PYNE,
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EVERETT T. TOMLINSON,
EDMUND J. CLEVELAND,
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JOHN P. DULLARD.



