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**NORTH GALLERY**

To the Honorable Morgan F. Larson,  
Governor of New Jersey.

The New Jersey Public Library Commission respectfully submits the following report for the year ending June 30th, 1931:

This Commission has suffered a great loss during 1931 by the death of Henry C. Buchanan who had been its secretary since its creation in 1900. To Mr. Buchanan's wisdom, judgment and keen knowledge of men and affairs is due in great part the progress of the work of this Commission. The Program of work as planned with him is that which is now being followed.

After the death of Mr. Buchanan a resolution that the librarian should also be secretary was adopted by the Commission.

The economic situation has increased the demands upon this Commission during the past year, not only for books but for assistance to libraries in many ways. Many more governing bodies of municipalities and library boards have asked for conferences regarding appropriations and budgeting. In this connection this Commission has worked in close accord with the Department of Municipal Accounts. Numbers of librarians have requested aid in planning work to meet added demand which always comes during a business depression, and many additional requests for traveling libraries have been received. Municipalities and counties which have never before asked for aid have this year been constant patrons of the Commission.

To aid in meeting the unusual and increased demands, both upon this Commission and upon libraries, closer co-operation has been established with a number of other State Departments. The invaluable aid of the Department of Municipal Accounts has already been mentioned. The State Library has continued to give generous aid in bibliographical and reference lines and lend such books as are not at the time in demand. This results in a saving not only to this Commission but to the libraries of the State.

An effective plan of service and co-operation for mutual benefit with the Department of Institutions and Agencies has been developed. By this, direct library service is given to State Institutions with the aid of county and local libraries. This plan of library service to institutions has attracted the attention of other states and upon requests charts and pictures, showing what is being done in New Jersey, were shown at the American Prison Association Conference and the American Library Association Conference and the Secretary of the Public Library Commission has been invited to New York State to outline the plan more fully.

To relieve the enormous individual demand for books on courses of study the Libraries and the Public Library Commission have worked out a system with the Normal Schools and Rutgers University by which one set of reference books is supplied at a center where extension classes are held instead of books being loaned to individual members. Through the generous aid of the libraries of the State this has been done at a minimum cost.

Due to the fact that this Commission has worked with the Department of Public Instruction in the compilation of lists for the new Social Science Monograph, much of the material now on hand in various libraries will be called to the attention of the schools.

By furnishing books to the State Museum for display in various exhibits, valuable connections have been established for libraries and many friends have been made.

During the year representatives from eleven states and Canada have visited our library system with the idea of adapting certain of its features to their own needs and articles written concerning it have appeared in four magazines.

**SPECIAL LOANS:** Special Loans to the number of 82,651 have been sent out during the past year. These special loans enable even the smallest library to furnish material to the student. Through the library interloan system many of these books have been borrowed from large libraries in this and other states. Many of the borrowed books are expensive, therefore, this privilege extended by the large libraries through the Commission has saved the State and locality much money. Books from twenty-one libraries were in the collections made for summer schools. Useful arts, sociology and science are in greatest demand.

**LIBRARIES ESTABLISHED:** Belvidere and Fort Lee voted municipal support for their libraries and Warren County established a library by popular vote. Association

libraries have been established in ten communities. There are seventy-eight association libraries at present in the State that are free to the people with a governing board elected by sustaining members. These are receiving contributions from the municipality under the law permitting aid to free libraries. These libraries are generally after a few years taken over by the municipality. Since 1906 sixty-five association libraries have become municipal libraries.

**COUNTY LIBRARIES:** New Jersey now has eleven county libraries. These are in Monmouth, Morris, Cape May, Camden, Atlantic, Mercer, Hunterdon, Burlington, Somerset, Ocean and Warren Counties.

These county libraries through their stations and schools circulate over three million books per year.

The states of New York, Illinois, Pennsylvania, Maryland, Michigan and Kansas and the Province of Ontario have asked this year that the New Jersey plan of libraries be explained to them. Three counties asked that the county library be brought before their people this next year but it seemed unwise to undertake this in a time of economic pressure.

**TRAVELING LIBRARIES:** During the past year 3,527 traveling libraries have been circulated containing a total of 176,350 books. These books reach more than 150,000 people who have no other library service. From the use of these traveling libraries a desire for county and local libraries develops.

**INSTITUTIONAL LIBRARIES:** The Educational Director of the Department of Institutions and Agencies and the Secretary of the Public Library Commission have worked out a plan by which where there is no local or county library the Public Library Commission will supervise and aid libraries in institutions and supplement the local collections with special loans and groups of books. Where there is a local or county library conferences are being held with the librarian and library board and a system worked out by which the local or county library will extend this aid and receive additional aid in special loans and traveling libraries from the Public Library Commission to enable the local or county library to do this work without draining its own resources.

The Educational Director of the Department of Institutions and Agencies has explained this plan to visitors from other states with the result that these states as well as national welfare organizations have asked that it be fully described and demonstrated for them as the problem of book service in institutions is one which they have never been able satisfactorily to meet.

In return for this service the Department of Institutions and Agencies has put at the service of this Commission its expert photographer who has taken very fine moving pictures and stills of library work which have been widely used. That Department also gives to this Commission advice and personal assistance in planning and placing exhibits and in distribution of library material and promotion of library work.

**SCHOOL LIBRARIES:** The State requires that in order to secure a secondary library-teacher certificate an applicant must have a limited secondary certificate which necessitates a college degree plus 210 hours of library training in an approved library school or in extension courses conducted by such schools, has resulted in great improvement of library service in high schools. Aid in organization has been given to seventeen high school libraries. In the counties where there are county libraries these give direct aid and supervision to the high school libraries in the county library system. Elementary school libraries are increasing rapidly. Most of these take the form of grade libraries but some are operated upon the plan of a central library from which groups of books as well as single books are issued to teachers and pupils. An experiment in this direction was made in one of the grade schools of Highland Park by Mrs. Charles H. Elliott. This has proven so successful that other communities are adopting the plan. In such counties as have county libraries the libraries are furnished by the county library to these elementary schools in the system and the county librarian exercises a constant supervision over them. The majority of county libraries employ a specially trained school librarian for this work. The others have librarians that have specialized in school and children's work.

In many communities the public library supplies the books for grade libraries in elementary schools working upon the same principle as the county library. This has been found to be the most economical plan in smaller communities as it prevents duplication and insures cooperation between two municipal departments.

Speakers upon the use of libraries in schools were supplied to eight of the Teachers' Institutes last year and books were exhibited to enable those

attending the session to visualize the work. Collections of books were sent to twenty-four centers for extension courses for teachers. In this work aid was given by all of the libraries in the State. Visits have been made to three hundred and sixty-five schools and fifty-one talks given to schools and parent-teachers organizations in promotion of library service to schools.

**BULLETIN, TENTATIVE READING LIST, HIGH SCHOOL LIST, PAMPHLETS:** Publication of the Bulletin has been resumed upon demand of the libraries of the State. The enthusiasm with which it has been received, the constant use made of it, the service it is rendering in uniting the libraries of the State and its value in the dissemination of library and book information have certainly more than justified the expenditure of time and the cost of printing. The supplement to the "Tentative Reading List for Elementary Schools" has been published as part of this Bulletin and then reprinted. It was necessary to have seven thousand of these lists and more will have to be printed to meet the demand. The "High School List for First Purchase" was also printed in the Bulletin and reissued as a reprint. A bibliography for the new State Monograph on Social Science has been compiled. To meet the many requests received a small circular regarding the work of the Public Library Commission has been compiled and issued. The Commission has distributed during the past year more than seventy-eight thousand pamphlets, lists and circulars on library work, as library publicity, as aids in library administration and as guides in selecting and buying books.

**EXTENSION COURSES:** With the cooperation of the Newark Normal School and the Department of Public Instruction courses in book selection and children's literature were given in Newark this winter and with the cooperation of the Glassboro Normal School a course in children's literature was given in Atlantic City. The librarians of Hunterdon and Somerset County combined for a six weeks course in contemporary literature held alternately in Flemington and Somerville. Rutgers University, through its extension division, is working with this Commission to enable those students of the N. J. Summer Library School who wish a Grade A Public Library Certificate to obtain sufficient college credits for this purpose.

**LIBRARY EXTENSION:** Advice has been given to one hundred twenty-nine librarians, library boards, and library associations relative to budgets, appropriations, publicity, re-organization, and extension of service. Conferences have been held with twenty-six governing bodies of municipalities in regard to library bond issues, library appropriations and library accounting. In this the Commission has worked with the Department of Municipal Accounts. Without its assistance and advice much of this work would be impossible.

Aid has been given to twenty-nine libraries in organizing and matters of library economy.

In the establishment of libraries and advancement of library interests two hundred and forty-eight talks have been given, five hundred and sixteen visits have been made, seventy-two conferences and thirty-one meetings held.

**EXHIBITS:** Exhibits and demonstrations of library work have been held at six state conferences, thirty-one county meetings, at the Trenton Armory during Farmer's Week, at two national meetings and fifteen local meetings and a display of books made with three exhibitions in the State Museum. These exhibits are not to advertise the work of the Commission but to demonstrate the value of books and libraries and the progress of libraries in New Jersey. Their value cannot be estimated as results are often not at once apparent but many inquiries show that even the immediate response is worth while. The exhibit at the Armory held in cooperation with the Department of Agriculture and that held in Atlantic City in connection with the State Grange has resulted in a wide-spread knowledge of libraries and a desire for books in rural communities otherwise very difficult to reach and have been important factors in the spread of county libraries. The exhibit held for the State Parent-Teacher Association has a far reaching effect with both school and county libraries.

The moving pictures taken for this Commission by the Department of Institutions and Agencies have added greatly to the exhibits and the American Library Association and the states of Kansas, Illinois, Colorado and New York have asked that copies be made for them. These were shown at the national conference of the American Library Association.

In addition to these moving pictures the Morristown Public Library and East Orange Public Library have had moving pictures made for this Commission of different features of their libraries and service. These have been shown at most of these exhibitions and at the National Conference of the American Library Association. Pictures will shortly be taken of the Newark Library system.

BOOK COLLECTION: There have been added to the collection during the year 48,732 books and pamphlets at an average cost of 91 cents each.

There have been discarded during the year 22,468 books. This leaves a total number of 254,698 books and pamphlets in the collection. Discarded books have been sent to prison camps, sanitariums, boys' and girls' camps, soldiers' homes and jails.

The books purchased for the year have been divided as follows:

Useful Arts	18%
History & Travel	22
Fine Arts	3
Biography	17
Sociology	11
Philosophy & Religion	1
Science & Nature	10
Literature	4
Total non-fiction	86%
Fiction	14%

Children's Books.....54% of total bought

SUMMER SCHOOL: The total attendance at the New Jersey Library Summer School for the summer of 1930 was ninety-one, representing every county in the State.

The place that this school occupies in the library system of the State is attested by the fact that when it was announced that it would be discontinued because of other library schools the New Jersey Library Association, individual library boards and librarians made such a protest it was necessary to continue the school upon a larger scale than formerly. Pupils from this library school have been one of the strongest factors in library progress in the State and the fact that ninety per cent of the heads of small libraries in the State have been students in this school evidences its standing with Boards of Trustees.

STAFF AND QUARTERS: Much of the work which has been reported can only be given through figures. This does not show the work behind those figures. The infinite amount of reference work and detail of charging that goes into thousands of special loans, the bibliographical work for lists, the assembling of hundreds of traveling libraries, the mechanical work of packing and shipping thousands of books daily, the keeping of accounts necessary for such minute detail as books necessitate, not to mention other routine work, means hard, constant and loyal work when it is done by a small staff. This Commission has this cooperation of its staff.

This work has been done under adverse circumstances during the past years because of crowded, badly ventilated quarters. The new quarters are furnished and ready but cannot be taken over until after July 1st. Everyone has expressed admiration of their construction, furnishings and equipment.

BUILDINGS: A beautiful new library building built by subscriptions from the people was dedicated in Hawthorne on Memorial Day. The additions to the Bayonne Public Library building are so extensive and beautiful that they make it virtually a new library. The new branch of the Trenton Public Library which is part of the new Senior High School building has been completed. The Ampere Branch of the East Orange Public Library has been completed and opened for service. The Grand Street Branch of the Paterson Public Library was completed and opened for service in March. Plans have been drawn and accepted for a new building for the Dover Public Library. Carteret has a new children's room. Construction is now in progress on an extension to the Union City Public Library which will practically triple the stack room capacity. South Orange Public Library has built a \$60,000 addition to its main library building. A four story addition has been built to the Main Library in Newark. Bernardsville Public Library has an addition containing a new reading room, committee room and staff room. This was a gift from John A. Roebling.

Monmouth County Library has acquired the use of an additional room. The Linden Public Library has moved to new quarters and has added a new children's room with all new furniture. The Livingston and Long Branch Public Libraries have both been painted inside and out. Lodi Library has moved from their one room to a new building with four rooms. The Mendham and Mount Holly Public Libraries have moved into new, larger quarters. The City of North Wildwood has donated the use of a room in the City Hall for the Library and Somerset County Library has had to acquire the use of an additional room. The Oradell Public Library was re-roofed

and painted and a fireproof stack placed in the Young People's Room. The Verona Public Library has been redecorated and the Hoboken Public Library thoroughly renovated. The Camden County Library has been given new quarters in the new wing of the County Court House. A new work room has been arranged and a new lighting system installed at the Phillipsburg Public Library. The Dumont Library has been thoroughly renovated and painted both outside and in.

ACKNOWLEDGEMENTS: Much of the work reported would be impossible without the aid that is given by libraries and librarians, by state, county and municipal departments, county and municipal organizations and by individuals.

We wish especially to acknowledge the kindness of the Rutgers University and Princeton University Libraries, the State Library, Atlantic City High School Library, the Paterson, Trenton, Glassboro and Newark Normal School Libraries, the Atlantic City, Newark, Ocean City, New York, Paterson, East Orange, Morristown, Jersey City, Ridgewood, Montclair, Plainfield, Elizabeth and Trenton Public Libraries and the Morris, Monmouth, Burlington, Ocean, Atlantic, Cape May, Camden, Mercer, Hunterdon and Somerset County Libraries in lending books. The amount of work the finding and shipping of these books entails is realized and this aid that much more appreciated. The work of this Commission would be impossible without it. Material and books have also been lent by the National Health Library, the New York Academy of Medicine, the National Recreation Association of America and the Congressional Library.

In establishing, reorganizing and promoting libraries invaluable services have been rendered by helping teachers, farm agents, granges, Y.M.C.A., Y.W.C.A., Parent-Teacher organizations, men's service clubs, American Legion and American Legion Auxiliary, county boards of agriculture and newspapers. Much aid also, has been given by many of these in the transportation of workers and books.

The generosity of the Ocean City Public Library and the Ocean City Board of Education has made the Summer School possible.

For aid in many lines we are indebted to the Department of Institutions and Agencies, Department of Municipal Accounts, Department of Public Instruction, the State Normal Schools, Rutgers University, Department of Agriculture and State Museum.

Respectfully submitted,

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