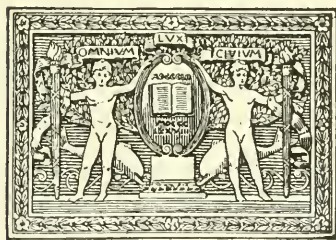


CENTRAL LIBRARY BUILDING.

SIXTY-SIXTH ANNUAL REPORT
OF THE
TRUSTEES
OF THE
PUBLIC LIBRARY
OF THE
CITY OF BOSTON
1917-1918



BOSTON
PUBLISHED BY THE TRUSTEES
1918

TRUSTEES OF THE PUBLIC LIBRARY
ON FEBRUARY 1, 1918.

WILLIAM F. KENNEY, *President.*

Term expires April 30, 1921.

SAMUEL CARR.

Term expires April 30, 1918.

ALEXANDER MANN.

Term expires April 30, 1920.

DANIEL H. COAKLEY.

Term expires April 30, 1919.

ARTHUR T. CONNOLLY.

Term expires April 30, 1922.

LIBRARIAN.

CHARLES F. D. BELDEN.

ORGANIZATION OF THE LIBRARY DEPARTMENT.

The Trustees of the Public Library of the City of Boston, organized in 1852, are now incorporated under the provisions of Chapter 114, of the Acts of 1878, as amended. The Board for 1852 was a preliminary organization; that for 1853 made the first annual report. At first the Board consisted of one alderman and one common councilman and five citizens at large, until 1867, when a revised ordinance made it to consist of one alderman, two common councilmen and six citizens at large, two of whom retired, unless re-elected, each year, while the members from the City Council were elected yearly. In 1878 the organization of the Board was changed to include one alderman, one councilman, and five citizens at large, as before 1867; and in 1885, by the provisions of the amended city charter, the representation of the City Government upon the Board by an alderman and a councilman was abolished, leaving the Board as at present, consisting of five citizens at large, appointed by the Mayor, for five-year terms, the term of one member expiring each year. The following citizens at large have been members of the Board since its organization in 1852:

ABBOTT, SAMUEL APPLETON BROWNE, A.M., 1879-95.

APPLETON, THOMAS GOLD, A.M., 1852-56.

BENTON, JOSIAH HENRY, LL.D., 1894-1917.

BIGELOW, JOHN PRESCOTT, A.M., 1852-68.

BOWDITCH, HENRY INGERSOLL, M.D., 1865-67.

BOWDITCH, HENRY PICKERING, M.D., 1894-1902.

BOYLE, THOMAS FRANCIS, 1902-12.

BRAMAN, JARVIS DWIGHT, 1869-72.

BRETT, JOHN ANDREW, 1912-16.

CARR, SAMUEL, 1895-96, 1908-

CHASE, GEORGE BIGELOW, A.M., 1876-85.

CLARKE, JAMES FREEMAN, D.D., 1879-88.

COAKLEY, DANIEL HENRY, 1917-

CONNOLLY, ARTHUR THOMAS, 1916-

CURTIS, DANIEL SARGENT, A.M., 1873-75.

DE NORMANDIE, JAMES, D.D., 1895-1908.

DWIGHT, THOMAS, M.D., 1899-1908.

EVERETT, EDWARD, LL.D., 1852-64.

FROTHINGHAM, RICHARD, LL.D., 1875-79.

GREEN, SAMUEL ABBOTT, M.D., 1868-78.

GREENOUGH, WILLIAM WHITWELL, 1856-88.

HAYNES, HENRY WILLIAMSON, A.M., 1880-94.

HILLARD, GEORGE STILLMAN, LL.D., 1872-75; 76-77.

KENNEY, WILLIAM FRANCIS, A.M., 1908–
 LEWIS, WESTON, 1868–79.
 LEWIS, WINSLOW, M.D., 1867.
 LINCOLN, SOLOMON, A.M., 1897–1907.
 MANN, ALEXANDER, D.D., 1908–
 MORTON, ELLIS WESLEY, 1870–73.
 PIERCE, PHINEAS, 1888–94.
 PRINCE, FREDERICK OCTAVIUS, A.M., 1888–99.
 PUTNAM, GEORGE, D.D., 1868–77.
 RICHARDS, WILLIAM REUBEN, A.M., 1889–95.
 SHURTLEFF, NATHANIEL BRADSTREET, 1852–68.
 THOMAS, BENJAMIN FRANKLIN, LL.D., 1877–78.
 TICKNOR, GEORGE, LL.D., 1852–66.
 WALKER, FRANCIS AMASA, LL.D., 1896.
 WHIPPLE, EDWIN PERCY, A.M., 1867–70.
 WHITMORE, WILLIAM HENRY, A.M., 1885–88.
 WINSOR, JUSTIN, LL.D., 1867–68.

The HON. EDWARD EVERETT was President of the Board from 1852 to 1864; GEORGE TICKNOR, in 1865; WILLIAM W. GREENOUGH, from 1866 to April, 1888; PROF. HENRY W. HAYNES, from May 7, 1888, to May 12, 1888; SAMUEL A. B. ABBOTT, May 12, 1888, to May 12, 1888; HON. F. O. PRINCE, October 8, 1895, to May 8, 1899; SOLOMON LINCOLN, May 12, 1899, to October 15, 1907; REV. JAMES DE NORMANDIE, January 31, 1908, to May 8, 1908; JOSIAH H. BENTON, May 8, 1908, to February 6, 1917; WILLIAM F. KENNEY, since February 13, 1917.

LIBRARIANS.

(From 1858 to 1877, the chief executive officer was entitled Superintendent.)

CAPEN, EDWARD, *Librarian*, May 13, 1852 – December 16, 1874.
 JEWETT, CHARLES C., *Superintendent*, 1858 – January 9, 1868.
 WINSOR, JUSTIN, LL.D., *Superintendent*, February 25, 1868 – September 30, 1877.
 GREEN, SAMUEL A., M.D., *Trustee, Acting Librarian*, October 1, 1877 – September 30, 1878.
 CHAMBERLAIN, MELLE, LL.D., *Librarian*, October 1, 1878 – September 30, 1890.
 DWIGHT, THEODORE F., *Librarian*, April 13, 1892 – April 30, 1894.
 PUTNAM, HERBERT, LL.D., *Librarian*, February 11, 1895 – April 30, 1899.
 WHITNEY, JAMES L., A.M., *Acting Librarian*, March 31, 1899 – December 21, 1899; *Librarian*, December 22, 1899 – January 31, 1903.
 WADLIN, HORACE G., LITT.D., *Librarian*, February 1, 1903 – March 15, 1917; *Acting Librarian*, March 15, 1917 – June 15, 1917.
 BELDEN, CHARLES F. D., LL.B., *Librarian*, since March 15, 1917.

LIBRARY SYSTEM, FEBRUARY 1, 1918.

| | DEPARTMENTS. | ¶OPENED. |
|---|---|---------------|
| † | Central Library, Copley Sq. | May 2, 1854 |
| † | East Boston Branch, 276-282 Meridian St. | Jan. 28, 1871 |
| § | South Boston Branch, 372 Broadway | May 1, 1872 |
| | Roxbury Branch, 46 Millmont St. | July, 1873 |
| † | Charlestown Branch, Monument Sq. | *Jan., 1874 |
| † | Brighton Branch, Academy Hill Rd. | *Jan., 1874 |
| ‡ | Dorchester Branch, Arcadia, cor. Adams St. | Jan. 25, 1874 |
| § | South End Branch, 397 Shawmut Ave. | Aug., 1877 |
| † | Jamaica Plain Branch, Sedgwick, cor. South St. | Sept., 1877 |
| ‡ | West Roxbury Branch, Centre, near Mt. Vernon St. | *Jan. 6, 1880 |
| ‡ | Codman Square Branch, Washington, cor. Norfolk St. | *Nov. 1, 1914 |
| † | West End Branch, Cambridge, cor. Lynde St. | Feb. 1, 1896 |
| ‡ | Upham's Corner Branch, Columbia Rd., cor. Bird St. | Mar. 16, 1896 |
| † | Hyde Park Branch, Harvard Ave., cor. Winthrop St. | *Jan. 1, 1912 |
| † | North End Branch, 3A North Bennet St. | Feb. 27, 1913 |
| § | Station A. Lower Mills Reading Room, Washington St. | June 7, 1875 |
| § | " B. Roslindale Reading Room, Washington St., cor. Ash- land St. | Dec. 3, 1878 |
| § | " D. Mattapan Reading Room, 727 Walk Hill St. | Dec. 27, 1881 |
| § | " E. Neponset Reading Room, 362 Neponset Ave. | Jan. 1, 1883 |
| § | " F. Mt. Bowdoin Reading Room, Washington, cor. Eldon St. | Nov. 1, 1886 |
| § | " G. Allston Reading Room, 6 Harvard Ave. | Mar. 11, 1889 |
| ‡ | " N. Mt. Pleasant Reading Room, Vine, cor. Dudley St. | Apr. 29, 1892 |
| ‡ | " P. Tyler Street Reading Room, Tyler, cor. Oak St. | Jan. 16, 1896 |
| § | " R. Warren Street Reading Room, 392 Warren St. | May 1, 1896 |
| § | " S. Roxbury Crossing Reading Room, 1154 Tremont St. | Jan. 18, 1897 |
| § | " T. Boylston Station Reading Room, The Lamartine, De- pot Sq. | Nov. 1, 1897 |
| § | " Y. Andrew Square Reading Room, 396 Dorchester St. | Mar. 5, 1914 |
| § | " Z. Orient Heights Reading Room, 1030 Bennington St. | June 25, 1901 |
| ‡ | " 23. City Point Reading Room, Municipal Bldg., Broadway | July 18, 1906 |
| § | " 24. Parker Hill Reading Room, 1518 Tremont St. | July 15, 1907 |
| † | " 25. Faneuil Reading Room, 100 Brooks St. | Mar. 4, 1914 |

¶ In the case of the Central Library and some of the branches and stations the opening was in a different location from that now occupied. * As a branch. † In building owned by City, and exclusively devoted to library uses. ‡ In City building, in part devoted to other municipal uses. § Occupies rented rooms. || The lessee of the Fellows Athenæum, a private library association.

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TO HIS HONOR ANDREW J. PETERS,

Mayor of the City of Boston:

SIR, — The Board of Trustees of the Public Library of the City of Boston present the following report of its condition and affairs for the year ending January 31, 1918, being their sixty-sixth annual report.

ORGANIZATION OF THE BOARD.

The Board organized on May 11, 1917, by the election of William F. Kenney as President, Samuel Carr, Vice President, and Della Jean Deery, Clerk.

Josiah H. Benton, President of the Board, died on February 6, 1917, and at a special meeting on February 13, William F. Kenney was elected President and Samuel Carr, Vice President for the remainder of the year. To the vacancy on the Board the Mayor appointed, on February 12, Daniel H. Coakley for the term ending April 30, 1919. Rev. Arthur T. Connolly was reappointed for the term ending April 30, 1922.

RECEIPTS OF THE LIBRARY.

The receipts of the Library are of two classes: First, those which are to be expended by the Trustees in the maintenance of the Library. They consist of the annual appropriation by the City Council, and the income from Trust Funds, given to the Trustees but invested by the City Treasurer under the direction of the Finance Committee of the City. During the past year these receipts were as follows:

| | |
|---|--------------------|
| Annual appropriation | \$424,476.09 |
| Income from Trust Funds | 21,627.10 |
| Unexpended balance of Trust Fund income of previous years . . | 43,010.42 |
| Total | <hr/> \$489,113.61 |

Second, receipts which are accounted for and paid into the City Treasury for general municipal purposes. These receipts during the year have been as follows:

| | |
|---|-------------------|
| From fines | \$7,264.59 |
| From sales of catalogues, etc. | 71.12 |
| From commission on telephone stations | 321.99 |
| From sale of waste paper | 387.83 |
| From sale of paper towels | 35.04 |
| From interest on bank deposit | 19.83 |
| From payments for lost books | 637.43 |
| From money found in the Library | 4.81 |
| Total | <u>\$8,742.64</u> |

A balance sheet showing all the receipts and expenditures of the Library Department in detail is appended.

DEATH OF JOSIAH H. BENTON, PRESIDENT OF THE BOARD.

Mr. Benton had been a member of the Board since 1894, and President since May 8, 1908. Twenty-three years of continuous and conspicuous service to this institution exceeding that of any other trustee, with one exception, since the Library was organized in 1852, is noteworthy in the annals of our city. He always gave freely of his active life as a member of the Board, and during the past ten years he devoted practically all of his time and great ability to the duties of President. The employees of the Library had a firm friend in Mr. Benton, and the welfare of the children who frequented it was ever dear to his heart. A brief biography of Mr. Benton is appended:

Josiah Henry Benton was born in Addison, Vt., on August 4, 1843, the son of Josiah H. and Martha Ellen (Danforth) Benton. He attended the Literary and Scientific Institute at New London, N. H., and studied law at the Albany Law School, which gave him his LL.B. degree in 1866. From Dartmouth he received an A.M. degree in 1869, and one of LL.D. from Norwich University in 1908. At the age of nineteen he became a private in Company H of the Twelfth Vermont Volunteers, serving from August, 1862, until July, 1863, in the Civil War.

He was admitted to the bar in 1866, and began to practice at Bradford, Vt., going from that place to Lancaster, N. H., where he remained until 1873. In 1869 and 1870 he was private secretary to the Governor of New Hampshire, and in 1870 and in 1872 he was clerk of the House of Representatives.

Mr. Benton came to Boston in 1873 and since then had lived in this city. He built up an extensive law practice, having been general counsel for the Old Colony Railroad and Steamboat Companies and later for the New Haven interests, and he had been a director and counsel for the Northern Railroad of New Hampshire, and in these capacities had been engaged in many notable cases of litigation. He lectured on corporations and railroads at Boston University Law School from the early nineties until 1906.

RESOLUTIONS AND TRIBUTE.

Upon the death of Mr. Benton, the Trustees adopted the following resolutions:

The Trustees of the Public Library of the City of Boston are conscious that in the death of Mr. Josiah H. Benton the Library has sustained no ordinary loss.

Mr. Benton was a Trustee of the Library for twenty years, and for nearly nine years he was the President of the Board. It is not, however, the length of his term of office which has chiefly impressed us. It is the character and ability of the man. Born in Addison, Vermont, August 4th, 1843, Mr. Benton died in Boston, February 6th, 1917. A Union soldier in the Civil War, his whole life was marked by a sturdy Americanism, and by an outspoken loyalty to Republican institutions.

By far the greater part of his life was passed in Boston, and it was here that he achieved remarkable success in his profession, and was ranked as one of the most brilliant legal minds of his day.

But Boston to him was much more than a place which had afforded him an opportunity to make money and to acquire distinction. Its past as well as its present appealed to him, and no man perhaps was more familiar with its early history, as his book upon the "Old Town House" abundantly shows.

Of all his civic interests the Public Library stood easily first. He ranked it high among the educational forces of the community, and he gave to its service all the powers of a highly trained mind, and all the practical ability in dealing with men which had marked his career as a great lawyer. It is not too much to say that to his wise policy, and his untiring efforts the growth of the Library and its increasing service to the citizens in recent years are chiefly due.

And now since his death has come his great gift to the Library, the largest in all its history, testifying at once to his devotion to the Library and to his confidence in the integrity of popular government.

So in the light of his long years of service to the Library and of his generous provision for its future, Mr. Benton stands out in its history as its ablest President and its greatest benefactor.

We cannot conclude this record without a word concerning our own personal relations with Mr. Benton.

Not only did he impress us all by his knowledge of the Library and its needs, and by the practical wisdom of his policy, but we were drawn to him by his fairness and his kindness of heart. It is not too much to say that his associates on the Board mourn his death not merely as a loss to the city of a singularly able public servant, but as a personal sorrow.

RESOLVED, that this Minute be placed upon the Records of the Board of Trustees.

His Honor Mayor James M. Curley paid the following tribute to Mr. Benton:

The City of Boston, in the death of Josiah H. Benton, loses the services of a highly intelligent, faithful and courageous public official.

His labors for Boston as chairman of the Library Trustees have been of that unselfish character that cannot be purchased at any price and whose benefit will be even better appreciated with the lapse of time.

He possessed that quality so necessary and yet so often lacking in a department head, the courage to do what he believed was right, regardless of consequences, and as a result of this qualification, the Library Department, under his administration, has been more efficiently managed than a majority of private enterprises.

That the Boston Public Library should be the best of its size in America was a consuming life ambition with him, and that it is such is due to his splendid efforts.

As Mayor of the city, I share with his immediate family and the public at large the loss of a citizen whom it was an honor to know intimately as a friend.

In recognition of his true worth and great service I have ordered the flags to be placed at half-mast on the day the funeral services are to be held.

MR. BENTON'S BEQUEST TO THE PUBLIC LIBRARY.

The following are extracts from Mr. Benton's will which relate to the Library:

* * * My collection of prayer books and other liturgical books, and books printed by Baskerville, which I hereby give to the TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON.

Eleventh: I give to the TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON one hundred thousand dollars (\$100,000) to be held as "THE CHILDREN'S FUND", and the income applied to the purchase of books for the use of the young.

And that it may always be known whether the income of this Fund is applied to the purchase of books for the use of the young I DIRECT that the provisions of this will giving the Fund for that purpose be printed as a part of a library plate and placed in the front of each book purchased from said income before it is issued or permitted to be used.

Twelfth: All the rest and residue of my property and estate I give and devise to ARTHUR F. CLARKE, of Brookline, and HORACE G. WADLIN, of Reading, IN TRUST, to hold, manage, invest, and reinvest, and to apply as follows:

* * * * *

2. Upon the death of my said wife to pay all of said residue and remainder of my estate then remaining, and all interest and accumulations thereon, to the Trustees of the Public Library of the City of Boston, to be held, managed, invested and reinvested in obligations of any of the New England States or the States of New York, Ohio, Michigan, Illinois, Iowa or Minnesota; and I DIRECT that the same be held and used in the manner following, that is to say: —

First: — One-half of the net income of such residue and remainder to be applied by the Trustees of the Public Library of the City of Boston for the purchase of books, maps and other library material of permanent value and benefit for said library; *meaning and intending* hereby that such income shall be applied for books desirable for scholarly research and use.

Second: — To hold the other one-half of said residue and remainder as an accumulating fund, the income and interest to be added to the principal and reinvested as principal, until the total amount thereof shall be two million dollars (\$2,000,000) and then I direct such total sum of two million dollars (\$2,000,000) to be applied to the enlargement of the present central library building in Boston, or to the construction of another central library building in such part of the City as may be then most desirable for the accommodation of the people of said City; such new building to be constructed under the advice of the Librarian of the Library at that time in such manner as may be most desirable for efficient practical working of a library therein.

It is my desire that the income of the one hundred thousand dollars (\$100,000) given by the Eleventh Clause of my will for the "CHILDREN'S FUND", and the income given by the Twelfth Clause of my will for the purchase of books, maps and other library material of permanent value and benefit, shall be in addition to the sums appropriated by the City for the maintenance of the Boston Public Library, and that the same shall not be taken into account in any appropriation by the City for that purpose.

I, therefore, hereby provide that such income of the one hundred thousand dollars (\$100,000) given by the Eleventh Clause of my will, and such income as is given by the Twelfth Clause of my will for the purchase of books, maps, and other library material, shall be applied for those purposes only in years when the City appropriates for the maintenance of the Boston Public Library at least three per cent (3%) of the amount available for department expenses from taxes and income in said City.

In any year when the City does not thus appropriate at least three per cent (3%) of the amount available for department expenses from

taxes and income in said City, the income given in said will for the purchase of books shall be paid to the Rector of Trinity Church in the City of Boston to be by him dispensed in relieving the necessities of the poor.

The bequests in this will to the Trustees of the Public Library of the City of Boston are to be paid to them only when they are competent to hold them for the purposes, and in the manner specified in said will; and in the meantime until they are made so competent, the Trustees named in said will are to apply one-half of the net income of said residue and remainder for the uses and purposes in this will specified.

I REQUEST the Trustees of the Public Library of the City of Boston to publish in their annual reports a detailed statement of the payments of the net income of the first one-half of the residue hereinabove provided to be expended for books, maps and other library material, and also a statement of the investments in and accumulations of the second one-half of said residue and remainder hereinabove provided to be accumulated, and a certificate that said income is expended and said fund accumulated in accordance with the directions of said will, according to their best examination and judgment in the premises.

THREE PER CENT CLAUSE IN THE BENTON WILL.

The Board of Trustees in making their estimates for 1918-19 have taken into consideration, besides other important matters, the expectation that the City will appropriate for the Library Department at least 3 per cent of the amount available for City departments directly under the control of the Mayor and City Council.

The Trustees have asked for \$570,096 for 1918-19. While they have no means of knowing just what sums the other departments have asked for, and certainly cannot tell what ultimate apportionment will be allowed to the Library Department, they feel justified, in view of all the facts and conditions, in asking for a sum which will permit the Library to enjoy, beginning this year, the income from a portion of the Benton bequest.

VALUABLE BOOKS IN THE BENTON COLLECTION.

The Benton collection of editions of the Book of Common Prayer and books connected with its origin and growth comprises all the important editions of that liturgy, from its first issue March 7, 1549, to the In Memoriam Edward VII edition, of 1911.

The earliest documents in the collection are a set of rare Prymers, ranging from 1526 A.D. to 1557 A.D., and preparing, in the gradual replacement of the original Latin by the vernacular English, the way for the complete liturgy in English. The religious settlement under Queen Elizabeth, King James I, and Charles II, is exemplified by some of the finest editions printed in England, Scotland and Ireland.

The missionary activities of the Church of England called forth the many translations incorporated in this collection, while exigencies of a political, social or domestic nature have given rise to the hundreds of special forms of prayer and to the State prayers, which may here be found.

Along with the liturgy of the Church of England the collection contains liturgical monuments of the Church of Ireland, the Church in Scotland, and the Protestant Episcopal Church in the United States of America. The Nonjurors' liturgy and devotional literature, the Book of Common Order of the Puritan Church of Scotland, and the Directory of the Commonwealth, together with much additional literature illustrating these periods, are added for the sake of completeness.

The Collection of Books of Common Prayer and books on the same (bound volumes and pamphlets unbound) consists of 564 volumes, and the Baskerville editions, not including the Books of Common Prayer printed by Baskerville, but several books on Baskerville, number 57 volumes.

CHARLES F. D. BELDEN, LIBRARIAN.

On January 26, 1917, the Trustees elected Charles F. D. Belden, Librarian to succeed Horace G. Wadlin, who had resigned on December 22, 1916, after fourteen years' service. Mr. Belden's appointment dated from March 15. He was given a leave of absence for three months, and did not assume the duties of the position until June 15.

Mr. Belden after graduation from the Harvard Law School, served as secretary to the law faculty at Harvard, and as assistant librarian of the Harvard Law School Library from 1898 to 1908, when he became librarian of the Social Law Library in Boston. In June, 1909, he was appointed State Librarian of

Massachusetts a position which he held at the time of his appointment as librarian of the Boston Public Library. Mr. Belden has been chairman of the Free Public Library Commission of Massachusetts since 1909.

Mr. Belden has taken hold of his duties with enthusiasm and firmness and has already shown administrative qualities of high excellence.

REQUESTS FOR NEW READING ROOMS.

The Trustees have received during the past year requests for new reading-rooms as follows: From the Harvard Improvement Association of Ward 19, Dorchester; and from the Community Improvement Association of Ward 20, Dorchester. Renewals of requests previously made have been filed by the residents of the Forest Hills section and also of the Mount Hope section. It has not been the policy of the Board to promote the settlement of any particular locality by the establishment of a new reading-room in advance of its actual need. The Trustees realize, however, the importance of the reading-room as the nearest library agency to the public. The opening of a new reading-room involves an initial cost of about \$3,500 which is provided by a special appropriation of the City Council on recommendation of the Mayor. Once the reading-room is established it becomes a part of the regular library system and its maintenance must be provided for in the annual estimates of the Trustees. Careful consideration is given to the requests for increased service of this character.

BUSINESS MEN'S LIBRARY.

The Trustees urge an appropriation to establish a business men's branch of the Public Library in the down town district, just as soon as the condition of the City's finances will permit the addition of this important department to the library's activities.

ROSLINDALE READING ROOM.

The Roslindale Reading Room, which now occupies rented quarters in an old and shabby building, will be moved before long into the new Municipal Building on the corner of Washing-

ton and Ashland Streets, just across the street from the present location. The new building contains an assembly hall, ward room, gymnasium and a library room with a separate entrance on Washington Street. The reading room is fifty-six feet long by forty-seven feet wide and is divided by a low book case into an adults' room and a children's room.

The children's room has a seating capacity of about sixty and the room for adults, forty. The furniture will be new and of the best library type. There will be shelf room for over 8,000 volumes. The new quarters are attractively finished and well lighted. The date of moving depends upon the acceptance of the building by the Public Buildings Department and the arrival of the furniture.

SOUTH BOSTON AND WEST ROXBURY.

There is need of new library buildings at South Boston and West Roxbury. The Trustees have called attention to the conditions existing in these localities in previous reports.

BOOK ADDITIONS TO THE LIBRARY.

During the year 43,330 volumes have been added to the Library collection, as compared with 43,574 added in 1916. Of these, 30,912 were purchased, 9,205 were given to the Library, and the remainder were received by exchange, binding of periodicals into volumes, etc. There were purchased for the Central Library 16,473 volumes and 14,439 for the branch libraries and reading-room stations.

The total amount expended for books, including \$6,326.69 for periodicals, \$1,962.03 for newspapers, and \$444.25 for photographs and lantern slides, was \$50,193.50. The corresponding expenditure for the year 1916 was \$46,381.56, including \$6,656.53 for periodicals, \$1,805.73 for newspapers, and \$962.80 for photographs.

The average cost of all books purchased was \$1.34 per volume, as against \$1.21 in 1916. Of the books purchased 24,510 were bought from money appropriated by the City, at an average cost of \$0.97 a volume, and 6,402 were bought with the income

of Trust Funds, at an average cost of \$2.74 a volume. The corresponding figures for 1916 were: bought from City appropriation, 26,426; average cost \$1.01. From Trust Funds income, 3,928; average cost \$2.70.

LIBRARY COOPERATION WITH SCHOOLS, ETC.

The Trustees continue to coöperate with the educational work of the schools, and during the past year the Library has supplied with books 30 branches and reading-room stations, 179 public and parochial schools, 60 engine houses and 39 other institutions, and sent out, upon the average, from the Central Library, about 400 volumes every day by its delivery wagons. The number of volumes sent on deposit from the Central Library through the branch system was 54,126, of which 11,843 were sent to schools. There were also sent from the branches themselves and from two of the largest reading-room stations 58,722 volumes on deposit, distributed among 221 places. Of these, 26,064 were sent to schools. That is to say, not only is the collection of the Central Library used as a reservoir from which books may be drawn for use in the branches and reading-room stations, but each of the branches and reading-room stations is in itself a reservoir from which books are drawn for use by teachers in schools in the immediate vicinity.

ADDITION TO THE CENTRAL LIBRARY BUILDING.

The addition to the Central Library building on Blagden Street is nearly completed and partly occupied and is a suitable, well-arranged, well-lighted structure. Heat and power are to be transmitted to the main building, thus doing away with the menace to the paintings and beautiful marbles that existed for years from the boilers placed in the main building.

Ample room has been provided in this addition for the Deposit Collection from which books are sent to the various branches, reading-rooms and deposit stations of the Library. Enlarged space and proper equipment for the handling of the large business of the branches will make more effective the service rendered to the public through this important department. Additional

stack room provided in this new building will relieve the Fine Arts Department and afford it an opportunity to carry out much needed improvements. The new stacks will accommodate about 450,000 volumes.

The Printing and Binding Departments have ample, well-lighted quarters on the top floor of the building, and greater economy and efficiency will come as a result of bringing these departments into closer affiliation with the Central Library.

BINDING AND REPAIR OF BOOKS.

During the year 44,721 volumes have been bound in the Bindery, as against 41,863 in 1916. Beside this, a large amount of miscellaneous work has been completed, such as the folding, stitching and trimming of 167,935 library publications, compared with 164,973 in 1916, and the mounting of maps and photographs, the repairing of books, and making of periodical covers, etc. The expense of performing this necessary miscellaneous work is equivalent to about 17 per cent of the total expense of the Department. The ability to do it promptly in our own Bindery, greatly promotes the convenience, economy and efficiency of the library work.

BOSTON'S CONTRIBUTION TO THE WAR LIBRARY FUND.

On September 10, 1917, the Trustees held a special meeting for the purpose of taking action regarding the proposed campaign to raise one million dollars to establish and equip libraries for American soldiers and sailors at home and abroad. The following resolutions were adopted:

RESOLVED, that the welfare of American soldiers and sailors during their leisure hours is closely related and but little subordinate to their military efficiency at all times.

RESOLVED, that the work of providing and circulating suitable reading-matter among our soldiers and sailors both at home and abroad is particularly appropriate for all friends of books and of fighting men, and that the assumption of this work by the American Library Association at the request of the Secretary of War and the appointment of a National War Council to commend this undertaking to the public are assurance that a high purpose will be effectively carried out.

RESOLVED, that this special meeting of the Trustees of the Public Library of the City of Boston called by their President, Mr. William F. Kenney, approves the plans of the American Library Association for securing donations of suitable reading matter and not less than one million dollars in money contributions.

RESOLVED, that the Trustees of this Library pledge the institution to bring before the public both the need of donations and the readiness of the Library to receive and apply them suitably.

RESOLVED, that the Chairman of the meeting forthwith appoint a committee to organize and effect the raising of municipal Boston's proportion of the said sum which means not less than \$50,000.

A local War Library Committee was appointed with the President of the Board as its chairman. The services of Mr. James D. Henderson were graciously given as its Campaign Director, with the result that Boston raised the sum of \$58,371.27, an amount not only in excess of the city's quota, but larger than that raised by any other city of its size in the country.

VISIT OF THE FRENCH MISSION.

The visit of the French *Mission aux États-Unis* in the spring of 1917 was an event not only of national and civic importance, but happily gave this institution an opportunity to express its gratitude for the service rendered nearly eighty years ago by a citizen of France in laying the earliest foundation of this Library.

On April 29, 1917, the Trustees addressed a letter to His Honor the Mayor calling attention to the fact that the presence in the United States as the guests of the Nation of the distinguished delegation of French diplomats and officers, headed by the former premier, René Viviani, and Marshal Joseph Joffre reminded us that Boston was deeply indebted to an honored son of France, Alexander Vattemare, for the initial idea responsible for the establishment of the Boston Public Library, the first great institution of its kind in the United States.

Marshal Joffre arrived in Boston on Saturday, May 13, and was presented with an illuminated address and a gold casket containing a parchment bestowing on the fatherless children of France the gift of \$175,000.

RECEPTION AT THE LIBRARY.

On Sunday morning M. Viviani arrived at 8.30 from Montreal, and was accorded a reception at the Public Library, which began shortly before two o'clock. On each side of the staircase was a detail of Regulars from Fort Warren. Above in the Children's Room, the *Union belge*, headed by Modeste Alloo of the Boston Symphony Orchestra, played Belgian airs at intervals during the ceremony. On the same floor were the chairmen of twenty committees of various organizations for French and Allied Relief, and other guests including Ex-Senator Crane, Major H. L. Higginson, Hon. Andrew J. Peters, Assistant Secretary of the Treasury, Ex-Mayor Josiah Quincy, grandson of the mayor who had welcomed Vattemare, Justice Loring of the Supreme Court, and members of the families of the Library Trustees. As the visitors entered the building, greeted by the *Marseillaise*, they passed beneath the following inscription which had been placed across the façade:

IN ACKNOWLEDGING THE GREAT DEBT OF THIS NATION TO FRANCE
THE PEOPLE OF BOSTON GRATEFULLY RECALL THAT IN 1839
NICHOLAS MARIE ALEXANDRE VATTEMARE OF PARIS
MATERIALLY CONTRIBUTED TO THE ESTABLISHMENT OF THIS
INSTITUTION.

The Trustees of the Public Library were introduced to M. Viviani and his suite. Then followed introductions to the chairmen of the French relief organizations in line, extending from the north end of the corridor of the second floor into and around the Delivery Room. His Honor the Mayor opened the brief ceremonies by paying tribute to the Public Library, and then introduced the President of the Trustees who spoke of the debt Bostonians owe the Parisian, Alexandre Vattemare, whose gift of books, together with the gift of fifty books from the City of Paris, may be regarded as the first step toward the foundation of the Boston Public Library.

VIVIANI PRAISES THE LIBRARY.

The President of the Trustees then presented Governor McCall who in turn introduced M. Viviani amidst great enthusiasm.

After expressing his regret at the delay which prevented his arrival in Boston in the company of Marshal Joffre, M. Viviani said, speaking in French:

I wish I could find suitable words to express our emotion and our common gratitude for all that has been accomplished in the City of Boston, a centre of intelligence and beauty, a city where everything has a spiritual foundation. In this sacred library we have the joy of knowing that all which is best in modern and ancient books is to be found; and that the splendor of antique beauty is added to all the grace of modern beauty. It is in these wonderful surroundings that you have been kind enough to receive me; and from the very moment of my arrival, even before I passed, full of emotion and gratitude, before the memorable committees that have heaped so many good deeds upon our wounded and upon our orphans, it seemed to me that I beheld the radiance of French genius in these wonderful frescoes which our great painter, Puvis de Chavannes, sent to your City, and which in no way diminish the merits of the decorations of your great painter, Sargent, a native of Boston, who studied art in Europe.

The illustrious population in which I find myself today, live for thought, and in thought, and it was natural that it should be drawn nearer to France. And not alone for that reason, but also because it has remembered ever the lesson of duty that was given to it by its Puritan forefathers. It was not unmindful that it was from Boston that came the first wave of liberty which burst, not only on America, but on the whole of Europe, in 1776, at a time when our philosophers, by their writings, were merely preparing the way for the French Revolution. It is in this City, where by a moving contrast, power, intellect and refinement meet: in this City which thinks it is not enough for a man to attend to his business and then go home, but that men and women have only fulfilled their missions when through unremitting study they have sought to raise their consciences and actions to a higher level.

The close of this speech, in the course of which M. Viviani placed his hand with emotion on the shoulder of the Marquis de Chambrun, great grandson of La Fayette, who stood beside him, was an eloquent appeal for the support in both countries of our common democracy. When he had finished Master Charles Henry Leland, the grandson of Mr. Samuel Carr, Vice-President of the Board of Trustees, presented M. Viviani with a set of resolutions, enclosed in a gold box, expressing sympathy with the French nation in its struggle for the preservation of democratic liberty. M. Viviani made a brief reply and kissed the lad on both cheeks.

TRUST FUNDS.

The Trust Funds, that is, property given to the Trustees in trust for the uses of the Library amount to \$539,707.01. They are by law required to be invested by the City Treasurer under the direction of the Finance Committee of the City.

A detailed statement of these funds, and the income therefrom, is contained in the report of the City Auditor, but a condensed statement of them is as follows:

| FUND. | AMOUNT. | RESTRICTIONS OF GIFT. |
|-------------------------------------|--------------|--|
| Artz . . . | \$ 10,000.00 | For the purchase of valuable and rare editions of the writings, either in verse or prose, of American and of foreign authors, "to be known as the Longfellow Memorial Collection." |
| Bates . . . | 50,000.00 | To buy "books of permanent value." |
| Bigelow . . . | 1,000.00 | Purchase of books. |
| Billings . . . | 100,000.00 | For the purchase of books. |
| Bowditch . . . | 10,000.00 | For "the purchase of books of permanent value and authority in mathematics and astronomy," to be added to the Bowditch Collection. |
| Bradlee . . . | 1,000.00 | Unrestricted. |
| Center . . . | 39,543.14 | Unrestricted. |
| Clement . . . | 2,000.00 | For the purchase of books. |
| Codman . . . | 2,854.41 | For the purchase of books upon landscape gardening. |
| Cutter . . . | 4,040.00 | For the purchase of books and for binding for the Abram E. Cutter Collection. |
| "Elizabeth" (under Matchett Will) . | 25,000.00 | For the purchase of books of "permanent value and authority. |
| Ford . . . | 6,000.00 | Unrestricted. |
| Franklin . . . | 1,000.00 | Books of permanent value, preferably books on government and political economy. |
| Green . . . | 2,000.00 | Books relating to American history. |
| Charlotte Harris . | 10,000.00 | Books for Charlestown Branch, published before 1850. |
| Thomas B. Harris . | 1,000.00 | For benefit of the Charlestown Branch. |
| Hyde . . . | 3,600.00 | Unrestricted. |
| Knapp . . . | 10,000.00 | For the purchase of books. |
| Abbott Lawrence . | 10,000.00 | Books having a permanent value. |
| Edward Lawrence . | 500.00 | "To hold and apply the income and so much of the principal as they [the Trustees] may choose to the purchase of special books of reference to be kept and used only at the Charlestown Branch of said Public Library." |
| Lewis . . . | 5,000.00 | For the purchase of old and rare books to be added to the John A. Lewis library. |

Carried forward \$294,537.55

| | | | |
|------------------------|-----------|---|--|
| <i>Brought forward</i> | | \$294,537.55 | |
| Loring . . . | 500.00 | Memorial Fund, from the income of which books are to be bought for the West End Branch. | |
| Mead . . . | 2,500.00 | Unrestricted. | |
| O'Reilly . . . | 1,000.00 | From the Papyrus Club for the purchase of books as a memorial of John Boyle O'Reilly. | |
| Phillips . . . | 30,000.00 | "To the maintenance of a free public library." | |
| | | "Purchase of books." | |
| Pierce . . . | 5,000.00 | "Books of permanent value for the Bates Hall." | |
| Scholfield . . . | 61,800.00 | To be used for books of permanent value. | |
| Skinner . . . | 50,250.00 | Unrestricted. | |
| South Boston . . . | 100.00 | For benefit of the South Boston Branch. | |
| Ticknor . . . | 4,000.00 | Books in Spanish and Portuguese, five years old in some one edition. | |
| Todd . . . | 50,000.00 | The income to be expended annually for current newspapers of this and other countries. | |
| Townsend . . . | 4,000.00 | Books five years old in some one edition. | |
| Treadwell . . . | 13,987.69 | Unrestricted. | |
| Tufts . . . | 10,131.77 | For the benefit of Charlestown Branch. | |
| Twentieth Regiment | 5,000.00 | "For the purchase of books of a military and patriotic character, to be placed in the alcove appropriated as a Memorial of the Twentieth Regiment." | |
| Whitney, Alice L. | 5,000.00 | For the benefit of sick and needy employees and the purchase of books. | |
| Whitney, James L. | 900.00 | For books and manuscripts. | |
| Wilson . . . | 1,000.00 | For the purchase of books. | |
| | | <hr/> | |
| | | \$539,707.01 | |

FUEL SHORTAGE AND CURTAILED SERVICE.

The Library, in common with all consumers of fuel, has suffered from the shortage of coal this winter, and the situation shows no indication of improvement. In compliance with the request of the United States Fuel Commissioner for this district, the Trustees have closed the branch libraries and reading-rooms except for two hours each day to allow the collection and delivery of books for home reading. The Sunday service in the branches has been suspended but the Central Library is open during its regular hours on week days and Sundays.

The coal supply is sufficient only for daily needs, and unless conditions improve the public is likely to be even further restricted in the use of this institution.

During the unprecedented cold weather at the beginning of the year the Library and branches and reading-rooms rendered

a distinct service to the community by providing comfortable, well-lighted rooms where children and adults were sheltered, and at the same time could profitably occupy their time.

Public libraries should be closed only as an emergency measure. The problem is one that has more than local significance. The libraries of this country are doing work for the nation, some of which is officially recognized and much of which is necessarily unknown. If factories, business houses and shops of all kinds are closed earlier than usual, the people will have more leisure, enforced though it may be, to read and it will furnish a good opportunity for many of them to get acquainted with the Public Library and its wonderful collections and advantages.

The Trustees are in complete sympathy and accord with the Fuel Commission in its efforts to conserve the resources of the country. We urge their coöperation to keep the Library and its branches open as long as it is possible to do so.

ESTIMATES FOR 1918-1919.

The Trustees have already transmitted their estimate of the expenses of the Library for the ensuing year, in the form required by the budget schedule sent to them by the Budget Commissioner. The salary schedule for 1918, based on present pay and authorized increases to go into effect February 1, 1918, is \$354,195, which is \$41,209 more than the amount that was spent for salaries (estimating the last two months) last year. This sum of \$41,209 is divided as follows: \$16,354 is required by the enlargement of the service under the normal growth of the Library system, and \$24,855 is required to meet salary increases adopted by the Board of Trustees and put in partial operation last year. In addition, the Trustees ask for \$53,129, which is 15% of the estimated actual requirement under present conditions for 1918; this additional sum to be applied in increasing salaries of the Library employees now receiving low wages, and in adjusting existing inequalities in the salaries of the higher grade employees. This 15% increase will make the total amount asked for salaries \$407,324.

The question of increasing the wages of the employees other than those working under union scales (which is already provided

for) is now urgent because the war has produced extraordinary living conditions. A staff that has been poorly paid even under normal times is at present subjected to a state of affairs which demands relief. Considering the qualifications required of persons in the library service, and the poor pay which they receive in comparison with that of many other City employees and of those engaged in private employment an increased remuneration is justifiable. Many of the library staff are forced to work over hours, nights and Sundays to earn living wages.

The Librarian is now at work on a plan for standardizing the various grades and salaries in the library service, which will correct many of the inequalities that exist under the present arrangement, if the necessary money is secured.

In the item for the general maintenance of the Library apart from the expense for personal service, there is an increase of \$46,565, which is a trifle above 40% over the expense for that item last year, but which is required by the increase in prices of materials and supplies, the present needs of the enlarged Central Library building, and by the natural growth of a great library system.

Some of the larger increases may be enumerated as follows: General plant repairs, \$4,922. This year outside painting at the Central Library is required; also reconstruction of the Fine Arts Department and additional shelving for this department and the Statistical Department, and also the fitting of a room to house the Josiah H. Benton Collection. There is a \$20,000 increase under the heading of library equipment. Last year the estimated expense for books was \$29,444, and this year the Trustees ask for an increase of \$21,000. This item covers books and periodicals for circulation, fundamental necessities of a public library. Year after year the Trustees have called attention to the insignificant amount which they are enabled to spend for books in comparison with the sum necessary to run the institution. The Board has annually included in its estimates more money for books than has been allowed. There is a constant demand for more copies of standard books and publications in the branches and reading-rooms. The Examining Committee for this year in their investigation into the conditions of the branches and

reading-rooms report to the Board of Trustees that the crying need is "Books, Books, and More Books." The criticism so freely expressed by the public that there are not enough copies of standard works in the branches and reading-rooms is justified by the facts; the Trustees are prepared to meet this criticism if the City will supply them with the necessary funds to augment the collections.

Under the head of general plant equipment there is an increase of \$3,000. This year a new heating apparatus is needed at Faneuil Reading Room; a new pressure tank is wanted at the Central Library, and new machinery and motors are needed to properly equip the new quarters of the Printing and Binding Departments. Under the head of fuel is included one of the principal items of increase. Last year the estimated expense for fuel was \$17,609, and the Trustees now ask for \$32,000 an increase of \$14,391. This is due to the increase in cost caused by the war, and must be met.

The total amount required for all purposes is, therefore, \$570,096.

In submitting these estimates we desire to call attention again to the language of the Charter of the Library Corporation which requires the appropriation for personal service in the Library to be made in one gross sum and not in the terms submitted in the budget schedule. This matter was called to the attention of the City Council in 1915 and in 1916, and in both years the appropriation for salaries was made in one sum. We trust that similar action will be taken this year.

As to the estimate for the general maintenance of the Library, other than expense for personal service, we submit that the Charter of the Corporation also requires this appropriation to be made in one sum. This Charter gives the Trustees the "control of the moneys appropriated" for the maintenance of the Library, and any division by the appropriating power takes the control away from the Trustees to the extent that such sub-division is made. We respectfully ask therefore, that the appropriation be recommended by you to the City Council and be made in two lump sums, one for salaries and one for maintenance.

SURVEY OF THE LIBRARY.

Convinced that the Boston Public Library would be benefited at this time by a survey of its buildings and equipment, collections, methods of acquisition, classification, catalogues, publications, the service in its inner relations, the service to the public, the Trustees, with the hearty approval of the Librarian, Mr. Belden, have voted to have a careful investigation made of the entire library system. Every large institution, public and private, should have periodically an examination by disinterested experts. Our library possesses advanced methods which other libraries might well adopt, and there are policies and improvements elsewhere to which we may well give careful consideration. This decision of the Board is in no sense a reflection on any past administration of the Library, but is designed to take advantage of any improved systems of administration and service in use elsewhere which could intelligently be given consideration in planning a constructive policy for the Boston Public Library. Library methods are constantly changing to meet the demands of an ever growing cosmopolitan constituency. The problem confronting library authorities everywhere to-day is to place, as quickly as possible, in the hands of the reader the book he needs and wants, by simplifying the catalogue and eliminating red tape and technical machinery.

We want the best wherever we can find it. This institution has a proud place in the public library world. Its reputation as a scholar's library is known far and wide, and the popular side of its activities has kept pace with the progress of the people, meeting the varied problems with consistent policy. A library should be a little in advance of the people, anticipating their wants and supplying those wants with foresight and intelligence. The Boston Public Library has done this in the past, and is aiming to do it now.

In order that this survey may be conducted by men eminent in the library world, we have extended invitations to two of the most competent librarians in the United States to act as members of this commission, Edwin H. Anderson, director of the Public Library, New York City, and Arthur E. Bostwick, librarian of

the Public Library, St. Louis, Mo. These gentlemen will select a third member of the commission, a librarian of some large public library, and the survey will be made as soon as it is practicable for them to begin their duties.

EXAMINING COMMITTEE.

As required by the City Ordinance, we appointed an Examining Committee for this year, and joined the President of the Library Board with it, as Chairman. Those who were appointed and who have served as members of the Committee are as follows:

| | |
|-------------------------------|---------------------------|
| Miss Eleanor W. Allen. | Mr. James E. McConnell. |
| Mr. Ezra H. Baker. | William H. McMann, M.D. |
| Mrs. Abraham C. Berman. | Mrs. Hugh Nawn. |
| Henry A. Callahan, M.D. | Mr. Robert Treat Paine. |
| Rev. Thomas C. Campbell. | Rev. W. DeWees Roberts. |
| Mr. J. Randolph Coolidge, Jr. | Mrs. William R. Rush. |
| Mr. James E. Cotter. | Rev. Henry Sartorio. |
| Mr. Arthur G. Everett. | Mr. John A. Scanga. |
| Rev. Paul Revere Frothingham. | Mr. Daniel J. Shea. |
| Hon. Robert Grant. | Mrs. Edwin A. Shuman. |
| William P. Hammond, M.D. | Miss Amelia W. Stockwell. |
| Mrs. Emma B. Harvey. | Hon. David I. Walsh. |
| Rev. George A. Lyons. | Miss Mary R. Walsh. |

The Trustees have been very fortunate in bringing to this service for several years, a large number of our best known and most capable citizens. Their work is necessarily confined to a brief period.

To enable this Committee to perform its duties with convenience and efficiency the following sub-committees were appointed:

ADMINISTRATION AND FINANCE.

This Committee considered the administration of the Library, its working as an entire system, including the Central Library and all branches and reading-room stations, and, in connection with this, its financial management, including the sources from which its revenue is derived, and the manner in which it is expended. Its members were:

| | |
|--------------------------------|------------|
| MR. EVERETT, <i>Chairman</i> . | |
| MR. COOLIDGE. | MR. WALSH. |
| MR. McCONNELL. | |

BOOKS.

This Committee gave attention to all matters connected with the acquisition and use of books and other library material, in the Central Library and Branches. Its members were:

MR. SHEA, *Chairman*.
MISS ALLEN. MISS WALSH.
REV. MR. FROTHINGHAM.

FINE ARTS AND MUSIC.

This Committee gave attention to these Departments, including the circulation of pictures from the Central Library and Branches. Its members were:

REV. MR. FROTHINGHAM, *Chairman*.
JUDGE GRANT. MR. BAKER.
MR. PAINE.

PRINTING AND BINDING.

This Committee examined and considered all matters connected with the Departments of Printing and Binding, with special attention to the expenses of the Departments and the products of each of them. Its members were:

MR. SCANGA, *Chairman*. DR. McMANN.

BRANCHES AND READING-ROOM STATIONS.

It was thought best to divide the branches and reading-room stations into groups in different parts of the City, and to appoint a Committee to examine and report with regard to each group. These groups and the several committees thus appointed were as follows:

SOUTH BOSTON AND SOUTH END BRANCHES, ANDREW SQUARE, CITY POINT AND TYLER STREET READING ROOMS.

REV. FATHER LYONS, *Chairman*. MRS. NAWN.

CHARLESTOWN AND EAST BOSTON BRANCHES, ORIENT HEIGHTS READING ROOM.

REV. MR. ROBERTS, *Chairman*.
DR. HAMMOND. MRS. RUSH.
MRS. BERMAN.

BRIGHTON, JAMAICA PLAIN, WEST ROXBURY AND HYDE PARK BRANCHES, ROSLINDALE, BOYLSTON STATION, WARREN STREET, ROXBURY CROSSING, PARKER HILL, ALLSTON AND FANEUIL READING ROOMS.

MR. COTTER, *Chairman*.
DR. CALLAHAN. MRS. SHUMAN.
REV. MR. CAMPBELL.

DORCHESTER, ROXBURY, UPHAM'S CORNER AND CODMAN SQUARE BRANCHES,
MT. PLEASANT, MT. BOWDOIN, LOWER MILLS, MATTAPAN AND
NEPONSET READING ROOMS.

MISS WALSH, *Chairman*.

MR. SHEA.

MRS. NAWN.

WEST END AND NORTH END BRANCHES.

REV. MR. SARTORIO, *Chairman*.

MR. PAINE.

CHILDREN'S DEPARTMENT AND WORK WITH SCHOOLS.

This Committee gave special attention to the work which the Library is doing for children, and also to what it is doing in connection with the schools, with regard not only to the way in which the work is done, but also as to its extension and its limitation. Its members were:

REV. FATHER LYONS, *Chairman*.

MISS STOCKWELL.

MRS. HARVEY.

GENERAL COMMITTEE.

For the purpose of receiving the reports of the work of the various other sub-committees, and preparing a draft report of the Examining Committee to be considered by it in a meeting of all its members, and for any other general purpose connected with the examination of the Library system, a sub-committee, called the General Committee, was appointed. Its members were:

MR. McCONNELL, *Chairman*.

JUDGE GRANT.

MR. COOLIDGE.

The report of the Committee is appended to our report in accordance with the provisions of the City ordinances.

WILLIAM F. KENNEY,
SAMUEL CARR,
ALEXANDER MANN,
DANIEL H. COAKLEY,
ARTHUR T. CONNOLLY.

BALANCE SHEET, RECEIPTS AND

DR.

CENTRAL LIBRARY AND BRANCHES:

To expenditures for

| | | |
|-------------------------------|--------------|--------------|
| Permanent employees | \$218,240.83 | |
| Temporary employees | 55,207.42 | |
| | <hr/> | \$273,448.25 |

Service other than personal

| | | |
|-------------------------------------|-------------|-----------|
| Postage | \$ 1,359.21 | |
| Transportation of persons | 224.96 | |
| Cartage and freight | 9,526.97 | |
| Light and power | 7,857.22 | |
| Rent, taxes and water | 14,200.55 | |
| Insurance | 146.50 | |
| Premium on surety bond | 5.00 | |
| Communication | 917.36 | |
| Cleaning | 598.75 | |
| Removal of ashes | 7.50 | |
| Removal of snow | 354.95 | |
| Medical | 6.00 | |
| Examinations | 54.00 | |
| Fees | 2.09 | |
| Boiler inspection | 19.00 | |
| General plant repairs | 6,175.88 | |
| | <hr/> | 41,455.94 |

To expenditures for equipment

| | | |
|--|-------------|-----------|
| Motorless vehicles | \$ 32.00 | |
| Furniture and fittings | 1,224.21 | |
| Office | 240.21 | |
| Library (books and periodicals): | | |
| City appropriation | \$23,947.18 | |
| Trust funds income | 17,921.15 | |
| Carnegie gift, Galatea Collection | 36.45 | |
| | <hr/> | 41,904.78 |
| Newspapers (from Todd fund income) | 1,962.03 | |
| Periodicals | 6,326.69 | |
| Tools and instruments | 503.95 | |
| Wearing apparel | 39.00 | |
| General plant | 620.25 | |
| | <hr/> | 52,853.12 |

To expenditures for supplies

| | | |
|--|-------------|--------------|
| Office | \$ 2,684.96 | |
| Ice | 238.23 | |
| Fuel | 14,320.05 | |
| Forage and animal | 9.05 | |
| Medical | 17.96 | |
| Laundry, cleaning and toilet | 974.33 | |
| Agricultural | 39.75 | |
| Chemicals and disinfectants | 87.26 | |
| General plant | 1,838.27 | |
| | <hr/> | 20,209.86 |
| Carried forward | | \$387,967.17 |

EXPENSES, JANUARY 31, 1918.

CR.

| | | |
|--|--------------|--------------|
| By CITY APPROPRIATION 1917-18: | \$424,476.09 | |
| Income from Trust funds | 21,627.10 | |
| Income from James L. Whitney bibliographic account | 700.00 | |
| Interest on deposit in London | 118.29 | |
| | <hr/> | \$446,921.48 |
| By BALANCES BROUGHT FORWARD, FEBRUARY 1, 1917: | | |
| Trust funds income on deposit in London | \$ 1,315.33 | |
| City appropriation on deposit in London | 3,049.75 | |
| Trust funds income, City Treasury | 43,010.42 | |
| Carnegie gift for Galatea Collection | 36.45 | |
| James L. Whitney bibliographic account | 360.61 | |
| | <hr/> | 47,772.56 |

Carried forward

\$494,694.04

BALANCE SHEET, RECEIPTS AND

DR.

| | | |
|--|-------------|--------------------|
| <i>Brought forward</i> | | \$387,967.17 |
| To expenditures for material | | |
| Building | \$ 6.06 | |
| Electrical | 737.30 | |
| General plant | 1,713.14 | |
| | | <hr/> 2,456.50 |
| BINDING DEPARTMENT: | | |
| To expenditures for salaries | \$31,743.69 | |
| Stock | 4,441.30 | |
| Light and power | 305.61 | |
| Contract work | 39.50 | |
| Rent | 1,400.00 | |
| Cartage and freight | 814.70 | |
| Insurance | 209.42 | |
| Cleaning | 157.22 | |
| Small supplies, furniture, repairs and ice | 627.98 | |
| | | <hr/> 39,739.42 |
| PRINTING DEPARTMENT: | | |
| To expenditures for salaries | \$8,077.95 | |
| Stock | 2,157.49 | |
| Equipment | 2,573.12 | |
| Light and power | 544.41 | |
| Contract work | 112.59 | |
| Rent | 500.00 | |
| Cartage and freight | 504.97 | |
| Insurance | 209.41 | |
| Cleaning | 157.17 | |
| Small supplies, repairs and ice | 143.82 | |
| | | <hr/> 14,980.93 |
| To AMOUNT PAID INTO CITY TREASURY: | | |
| From fines | \$7,264.59 | |
| Sales of catalogues, bulletins and lists | 71.12 | |
| Commission on telephone stations | 321.99 | |
| Sale of waste paper | 387.83 | |
| Sale of paper towels | 35.04 | |
| Interest on bank deposits | 19.83 | |
| Payments received for lost books | 637.43 | |
| Money found | 4.81 | |
| | | <hr/> 8,742.64 |
| To BALANCE, JANUARY 31, 1918: | | |
| Trust funds income on deposit in London | \$ 2,060.80 | |
| City appropriation on deposit in London | 2,351.34 | |
| Trust funds income balance, City Treasury | 44,008.87 | |
| James L. Whitney bibliographic account | 1,060.61 | |
| | | <hr/> 49,481.62 |
| Balance unexpended | | 68.40 |
| | | <hr/> \$503,436.68 |

EXPENSES, JANUARY 31, 1918.

| | CR. |
|--|--------------|
| <i>Brought forward</i> | \$494,694.04 |
| BY RECEIPTS: | |
| From fines | \$7,264.59 |
| Sales of catalogues, bulletins and lists | 71.12 |
| Commission on telephone stations | 321.99 |
| Sale of waste paper | 387.83 |
| Sale of paper towels | 35.04 |
| Interest on bank deposit | 19.83 |
| Payments received for lost books | 637.43 |
| Money found | 4.81 |
| | <hr/> |
| | 8,742.64 |

\$503,436.68

REPORT OF EXAMINING COMMITTEE. 1917-1918

TO THE TRUSTEES OF THE PUBLIC LIBRARY OF THE
CITY OF BOSTON,

Gentlemen:

We beg to transmit to you the report of the Examining Committee appointed by you according to Ordinance.

REPORT OF THE GENERAL COMMITTEE.

It is well at the outset to consider the organization of the Boston Public Library as stated in previous reports. The Library now consists of a Central Library in Copley Square, 14 branch libraries and 16 reading-rooms in locations chosen for their adaptability for service to the people. The Central Library is the center of administration, a collection of reference works, special collections and the main artery of distribution. The branches and reading-rooms are not merely distributing depots for the Central Library, but are libraries themselves, wherein about 80% of the books given out are from their own shelves and about 20% drawn from the Central Library. Besides, books are distributed among 179 public and parochial schools, 60 engine houses, 39 institutions and many other depositories and stations.

A city ordinance passed on Oct. 11, 1852 requires the appointment of a committee of citizens annually as an Examining Committee of the Public Library. This committee in recent years has consisted of 25 citizens whose work has been done by sub-committees, to whom the work has always been one of interest and pride, but we question whether, in the interest of efficiency and good administration, the time has not come for the repeal of this old ordinance, and the substitution therefor of

a method of examination by experts qualified for such work, or if such change is not deemed wise as a permanent policy, then we emphatically call attention to the recommendation of the survey, the subject of another paragraph.

In comparison of cost and expense with cities of similar population it must be borne in mind that Boston, the pioneer among municipalities in this country in the establishment of a great public library, has erected its buildings and branches and purchased most of its books at its own expense, whereas in other cities, like New York and Brooklyn, branches have been erected by philanthropists, and in New York books have been mainly purchased from the income of the great Astor, Tilden and Lenox foundations.

The Central Library has a two-fold purpose. It is not merely a library to serve the reading public, but it is a great museum of art, and while it may be profane to speak of art in a commercial sense, the investment by the city in a building, recognized as a masterpiece of library architecture, wherein the walls are adorned with the mural art of Sargent, Abbey and Puvis de Chavannes, will attract visitors to our city somewhat as the art of Rubens and DaVinci attracts people to Antwerp and Milan.

The value of the Library is in direct proportion to the extent of its use by the public. Its service is largely measured by the number of registrants and the circulation of books. We regret that our library, with its history and tradition of past service, should be surpassed by other cities in the proportion of population making use of its facilities. We earnestly recommend that ways and means be devised to increase the number of registrants and the circulation of books.

No service of the library exceeds in importance its co-operative work with the schools. The librarians and their assistants in the various branches have paid special attention to the study of books for children suitable for the different grades. The branch libraries now furnish to the schools books for supplementary reading whenever required. In the promotion of economy and efficiency, why should not the purchase for supplementary reading, now undertaken by the schools, be transferred to the Library and its several branches? The transfer of this

expenditure from the schools to the Library Department involves no additional cost to the taxpayer and helps to bring the library appropriations to the point at which the income of the Benton bequest becomes available.

In 1915 from the school appropriation \$25,758.89 was expended for books for supplementary reading and \$6,975.67 for reference books. In 1916 the figures were \$10,415.97 for supplementary reading and \$4,215.92 for reference books. In 1917 the figures were \$13,663.15 for supplementary reading and \$3,398.19 for reference books. We believe it is practicable to formulate a plan of closer co-operation between the teachers and the librarians, which will produce greater efficiency both on the part of the schools and the library. The more intimate the association of the children with the libraries, the greater is the opportunity of the library to reach the parent.

Our Committee in the past has called attention to the fact that library service is underpaid. If this has been true heretofore, how much more imperative the question is today with increased expenditures for living. Attention is directed to that part of the report of the Committee on Administration and Finance which deals with this question: and also with the question of increasing individual salaries by reducing the number of employees.

We believe that the Trustees have done all that is possible with the funds at their disposal, but as time goes on not only the natural growth of population but the assimilation of our foreign born will require more books and increased service to meet an ever increasing demand.

The Committee on Administration and Finance visited many of the rooms of the Central Library and several of the branches, and corresponded with librarians in other large cities to find a basis for comparison of efficiency and of salaries. They recommend printed instructions, available for those unfamiliar with the method of using the Library, readjustment of the system now in effect between the Trustees and the Ordering Department to effect an earlier placing upon the shelves of new books available for circulation and the establishment of a business man's library in the business section. Attention is directed to the data and

tables appended to the report of this Committee and we quote from this report as follows:

13. In a comparison of 15 large cities Boston owns more volumes than any other municipal library, 1,139,682 at the latest report. New York is second with 1,109,547. (The Reference Department in New York is not included in this total nor in any of the other figures relating to that city.) The other libraries of the series have from 873,792 volumes (Brooklyn) down to 170,885 (San Francisco).

14. Boston is second in amount of taxation raised per capita for library purposes, second per capita in its library income from taxation and endowment together. It is second in per capita expenditure for library salaries and wages. It is 9th in per capita expenditure for books and periodicals. It is 15th and lowest in the proportion of book expenditure to salary-and-wages expenditure.

15. Boston spends only 17 4/10 per cent on books of the amount it spends for services; the other cities, from 20 per cent to 53 per cent, average 35 per cent, twice Boston's proportion.

16. This high per capita expenditure for service does not put Boston high in registration (total number of library cardholders) in proportion to population, Boston has 13 8/10 per cent of its population registered in the Library; Brooklyn has 18 per cent; Minneapolis 28 2/10 per cent; New York's registration is not given. The average for the 13 cities not including Boston and New York is 17 5/10 per cent.

17. This high per capita expenditure for service does not put Boston high in the number of books for home use circulated by the Library. Boston circulates 2 7/10 volumes per inhabitant per annum; 7 other cities do more, 7 not so much. The average of 14 other cities is 2 8/10 per cent, but New York, Brooklyn, Cleveland and Los Angeles are among the cities that surpass Boston in this particular. Cleveland alone has a higher per capita expenditure for service than Boston, but Cleveland's registration is 75 per cent above Boston's and Cleveland's circulation is 5 volumes per annum against Boston's 2 8/10.

18. The cost of service per 1,000 volumes circulated is a means of measuring public library efficiency which experts recognize as valid. The service cost in Boston is \$129.00 per 1,000 volumes circulated, nearly 13 cents per volume. In Providence (a small city with a large income from library funds and low per capita tax levy for library purposes) the service cost is larger still; but it runs as low as \$50.00 in New York and \$48.00 in San Francisco; and the average for the fourteen cities compared with Boston is \$71.00.

19. Since it may be said that the service cost includes printing and binding in some libraries but not in others, the totals of ordinary expenditure of all kinds per 1,000 volumes circulated for Boston \$204.00 (second

highest; Providence \$251.00); New York \$83.50 (lowest); and the average outside of Boston, \$130.00.

20. Since the exceptionally high per capita income and expenditure for library service in Boston are coincident with (1) a low proportionate expenditure for books; (2) a middling number of registered card holders and a middling number of volumes circulated; and (3) an extremely high apparent cost per thousand of circulation the question arises, What does this exceptional expenditure represent?

21. Another question in this connection is whether the efficiency of the service is affected by a low average of individual salary and whether the total amount now paid in salaries might be allotted to a smaller number of selected employees without impairment of the efficiency of the service as a whole. These are matters for the judgment of the Trustees and of specialists in library work.

22. Relative to the agitation for increased remuneration of employees the Trustees should consider either a careful reorganization and reduction of the working force at a time when positions are easily obtainable by young people of fair education and good will; or else, a considerable increase in the annual appropriation at a time when the public burdens are exceptionally heavy, — Either of which alternatives will result in better remuneration of the employees of the Boston Public Library.

23. In view of the apparently insufficient expenditure for books and for maintenance of the property, it seems probable that both a reorganization within the Library, together with additional income from tax levy and bequest, are the right way out.

This Committee concludes its report by the observation that "Discipline and efficiency are highly essential to make the library useful and unrivalled in service to the public. These can be obtained best when ample authority is confirmed upon the Librarian and all chiefs of departments who are entrusted with the general policies of management adopted by the Trustees."

The Committee on Books in their report approve the selective method by which books sent on approval are purchased, but recommend greater expedition in their progress to the reader. They further say:

Branch libraries are almost self-sufficient with their collections for their communes. Out of the 15,043 books distributed at the Neponset Library but 1177 came from the Central Library. To this branch are coming men from Squantum and Lawley's seeking books on naval science. A permanent collection on this subject should be placed there. At all branches, foreign books are obtained from the Central Library on request. Temporarily there is a halt in the arrival of these books.

The law library at the foot of Bates Hall requires renovation. An attendant should be seated at this station to encourage readers and to prevent thefts.

Genealogical and heraldic collections should be removed to a special room, and the space acquired given over to literature. Missing books are not replaced fast enough. At the moment there are at least fifty missing. We suggest that bags, etc., should be checked at the coat room. Should this space prove too small, we suggest that there are two rooms at the right of the great stairway practically unused, which might become available.

The Committee on Fine Arts and Music make the following suggestions with reference to the West Gallery of the Library:

1. The large portable cabinets should be removed.
2. The eleven alcoves in the gallery should be opened. Each alcove might be devoted to some special branch of art with books on the subject within easy reach. As things are at present the place is neither convenient nor attractively arranged for students.
3. If possible, the volumes of public documents should be removed and the entire gallery given over to art.

The Committee on Printing and Binding made an examination of this Department of the Library and commented on the efficiency with which this department was conducted. They made certain recommendations and we refer the Trustees to their report.

The Committee on Children's Department and Work with Schools expressed great satisfaction with this department, and highly commended the work of the newly appointed Supervisor. It emphasized the importance of this department of the Library and attested its great popularity. They found the relation between the library attendants and the various schools both public and parochial harmonious and satisfactory. Their recommendations were:

1. There should be more books — additional works and duplicates of books already in the library.
2. The issuing to the children of parents cards, which would enable children, under the guidance of their teachers, to select and bring home books to their parents, who would otherwise never have recourse to the library.

BRANCH LIBRARIES.

The thirty branch libraries and reading-rooms have been examined by the different committees appointed for each branch.

The condition of buildings, details of management, and efficiency of employees have been closely studied and many valuable suggestions made. These reports abound in studied analysis of the needs of the various branches, and attention to details which need not be the matter of record in this report, but should invite the close attention of the Trustees to whom the reports are referred. We deem it wise, however, to note suggestions from several reports of these sub-committees as indicative of the work done.

The Hyde Park Branch while well supplied with fiction and light reading needs governmental, scientific, mechanical and historical publications. The boiler is inadequate for the enlarged building, and other needed repairs are pointed out.

The Parker Hill Reading Room should be discontinued at the present location and suitable quarters selected at the junction of Huntington Avenue and Tremont Street, as the librarian in charge avers that about ninety per cent of the patrons come from the section between the Mission Church and South Huntington Avenue.

When the sub-committee visited the Jamaica Plain Branch thirty-five children and fourteen adults were found using the reading room. The lighting facilities here are criticized.

The branch at West Roxbury in the judgment of the sub-committee is poorly located in an old building close to a wooden garage, and poorly lighted and heated. This branch would seem to need the immediate attention of the Trustees.

The Dorchester Branch Library is unsuitably located on the second floor of the Municipal Building over the Police Court, and criticism is made of its small size and cleanliness. The lack of a pleasant reading room is particularly lamentable. The room was never intended for more than temporary use and other or improved quarters should be provided. Children, and others using the library, should not be obliged to use a hallway in common with those attending the Criminal Court.

The sub-committee had praise for the Neponset Branch. Here was library atmosphere — in the pleasant room many children were reading fairy tales.

The Committee on the South Boston, and South End Branch Libraries and Reading Rooms at Andrew Square, City Point and Tyler Street dwell with force upon the necessity of books in foreign languages for the various nationalities in these sections. As an illustration the Tyler Street Reading Room is greatly used by members of the Armenian and Syrian colonies, most of whom read Arabic. Hence the need above referred to. Emphasis is laid on the fact that in the City Point Reading Room with a

circulation of about 50,000 books only 30 or 35 new books were added during the year.

The North End and West End Branches have excellent locations, attractive and quiet rooms, and service that is highly commended. These library branches are frequented by foreign-born readers and the children of the foreign born. The number of children of Jewish and of Italian extraction that use them is very large, and the work done for these children, the Committee says, "is simply wonderful." It will show itself in the public life of the future; it is one of the finest elements in training for citizenship.

On the other hand, the adult population in the North End could probably be brought into the library's sphere of influence more fully than has been done heretofore. The sub-committee would like to see the *Giornale della Sicilia* in the North End Branch as well as the *Corriere della Sera*. It is desirable that more copies of standard and popular works should be available for the branch libraries generally than is often possible at present. We find, however, that the Library owns eleven copies of Thayer's *Life of Cavour*, and this Committee cannot doubt that such a volume can be had whenever there is an available copy on the shelves of the Central Library. We recommend that at least one additional copy of this history be permanently placed in the North End Branch, together with other standard works of modern Italian history and biography.

Recognizing the value of a society such as the Dante Alighieri in the North End, the Committee believes that lectures under the auspices of that Society can and may well be given at the North End Branch as has been done in recent years; but recognizes a duty of the Trustees to safeguard the use of all their premises against propaganda, religious or anti-religious.

The printing of separate lists of books owned by the Library in Italian, in Yiddish and in other foreign languages should be continued until all such books are so listed.

The reports on the Branch Libraries and Reading Rooms abound with suggestions of importance concerning the extension of the facilities of the libraries and the comfort and convenience of the patrons. These branches are the arteries through which

flow from the central sources to the child and adult, in whichever part of the city he may reside, the great educational and intellectual force and spirit of an institution we are justly proud of, The Boston Public Library.

The Committee recognizes that in this year as in past years the needed improvements of the Library and its branches are not the result of want of attention or lack of initiative on the part of the Trustees and the various employees. It is the want of necessary funds. The Library cannot stand still; to maintain its pre-eminence and its past traditions it must go forward, and it cannot go forward without more liberal appropriations.

The Examining Committee cannot conclude its report without a final caution and recommendation. The Committee is not impressed with the value of its contribution to the administration of this great Library. It is not a body of experts. It is not a continuing body. Its recommendations may serve to call the attention of the Trustees to certain matters of detail but if the Trustees take no action, the Committee has no method of repeating its recommendations, and the Trustees will often have good reasons for omitting to follow them. At this particular moment we believe that something more efficient and more convincing is needed than the work of an examining committee. The Library seems to be greatly in need of still larger appropriations, but the question is insistent whether full value is received from the expenditure for services and whether there is unnecessary or unprofitable service. The Librarian is not yet fully familiar with the personnel of the institution. Assuming on the part of the Trustees and of the Librarian the purpose of maintaining a high standard of library administration, we urge that this is an opportune moment for a survey of the Boston Public Library by highly qualified experts; that such a survey, even at considerable cost, might well save in one year more than the cost in the total annual expenditure of over \$400,000; that no question of politics or persons would enter into such a survey and that its findings could be made public and should be the basis of new and progressive policies to the credit of the administration and the advantage of a highly enlightened citizenship.

Adopted at a meeting of the Committee on January 21, 1918.

REPORT OF THE LIBRARIAN.

To the Board of Trustees:

I respectfully submit my report for the year ending January 31, 1918.

In view of the economic situation, the brief time that I have been administrative head of the Library, and the general survey of the entire library system in immediate prospect, this report is advisedly limited to a record of operations. It is especially appropriate that the report for the year just ended should be so curtailed, since my predecessor in his last report as Librarian traced the growth and development of the Public Library System for a period of fourteen years.

REPAIRS AND IMPROVEMENTS.

At the Central Library only minor repairs necessary to keep the plant in normal operative condition have been made.

Since the Blagden Street Addition to the Central Library Building is now practically completed, it is an opportune time to call attention to the fact that no repairs of consequence have been made in the Central Library building since 1895, the year of its occupation. A careful examination by the proper authorities should be authorized at an early date and as soon as practicable thereafter repairs and structural changes undertaken. If this work, in many instances obviously necessary, is much longer delayed the expense will be materially increased.

The most important repairs and improvements at the branches include the following: Roxbury, installation of electric lights (by the landlord); South Boston, installation of electric lights and interior repainted (by the landlord), enlargement of the children's room and re-arrangement of the issue desk and floor

by the Library; Roxbury Crossing, interior repainted (by the landlord), new shelving by the Library; Boylston Station and Parker Hill, new shelving; Codman Square and Upham's Corner, extensive repairs of furniture.

THE USE OF BOOKS.

The circulation of books during the year, for use outside the library buildings, usually termed "home use" circulation, was 2,074,455, as against 2,050,238 for the year 1916-17, and 2,135,100 for the year 1915-16.

Although statistics of circulation are of value in showing the home-use made of books, they do not show the reference use of books in the various reading rooms of the library system, the use of books by students, scholars, teachers, and those readers who in preference use books in the library building instead of at home. The library use of books undoubtedly outnumbers the recorded home use circulation.

The usual statistical tables, which follow, present the details of the recorded circulation. They are taken from the report of Mr. Frank C. Blaisdell, Chief of the Issue Department at the Central Library, and, so far as they relate to the branches, from the monthly reports of their librarians:

CIRCULATION FROM CENTRAL LIBRARY BY MONTHS.

| | HOME USE DIRECT. | HOME USE THROUGH BRANCH DEPT. | SCHOOLS AND INSTITUTIONS THROUGH BRANCH DEPT. | TOTALS. |
|----------------------|---------------------|-------------------------------------|--|---------|
| February, 1917 . . . | 29,176 | 9,411 | 9,994 | 48,581 |
| March, " . . . | 26,367 | 8,737 | 10,170 | 45,274 |
| April, " . . . | 26,678 | 8,282 | 10,685 | 45,645 |
| May, " . . . | 23,836 | 6,871 | 10,595 | 41,302 |
| June, " . . . | 20,010 | 6,324 | 10,211 | 36,545 |
| July, " . . . | 16,022 | 3,858 | 2,043 | 21,923 |
| August, " . . . | 14,610 | 3,726 | 2,188 | 20,524 |
| September, " . . . | 14,919 | 3,764 | 1,782 | 20,465 |
| October, " . . . | 19,626 | 4,634 | 6,910 | 31,170 |
| November, " . . . | 24,045 | 8,096 | 8,629 | 40,770 |
| December, " . . . | 25,067 | 9,418 | 9,501 | 43,986 |
| January, 1918 . . . | 24,484 | 7,854 | 11,304 | 43,642 |
| Totals | 264,840 | 80,975 | 94,112 | 439,827 |

| | | HOME USE. | SCHOOLS AND INSTITUTIONS. | TOTALS. |
|---|---|--------------|------------------------------|-----------|
| CENTRAL LIBRARY: | | | | |
| a. Direct | . | 264,840 | | |
| b. Through Branches and Reading-Rooms | . | 80,975 | | |
| c. Schools and institutions through Branch Dept. | . | | 94,112 | 499,827 |
| BRANCHES: | | | | |
| Brighton | . | 35,633 | 22,405 | 58,038 |
| Charlestown | . | 67,731 | 10,818 | 78,549 |
| Codman Square | . | 84,328 | 2,705 | 87,038 |
| Dorchester | . | 51,599 | 8,120 | 59,719 |
| East Boston | . | 87,102 | 14,017 | 101,119 |
| Hyde Park | . | 69,818 | 5,908 | 75,726 |
| Jamaica Plain | . | 43,147 | 5,831 | 48,978 |
| North End | . | 48,733 | 2,673 | 51,406 |
| Roxbury | . | 58,831 | 16,088 | 74,919 |
| South Boston | . | 76,431 | 15,072 | 91,503 |
| South End | . | 81,360 | 13,110 | 94,470 |
| Upham's Corner | . | 97,508 | 10,662 | 108,170 |
| West End | . | 104,102 | 8,153 | 112,255 |
| West Roxbury | . | 39,555 | 7,786 | 47,341 |
| <i>Carried forward</i> | | 945,878 | 143,348 | 1,089,226 |
| | | | | |
| <i>Brought forward</i> | | 945,878 | 143,348 | 1,089,226 |
| READING-ROOMS: | | | | |
| A. Lower Mills | . | 18,546 | | 18,546 |
| B. Roslindale | . | 50,444 | 955 | 51,399 |
| D. Mattapan | . | 14,068 | | 14,068 |
| E. Neponset | . | 15,530 | | 15,530 |
| F. Mt. Bowdoin | . | 52,790 | | 52,790 |
| G. Allston | . | 38,257 | | 38,257 |
| N. Mt. Pleasant | . | 40,092 | | 40,092 |
| P. Tyler Street | . | 16,475 | 157 | 16,632 |
| R. Warren Street | . | 73,096 | | 73,096 |
| S. Roxbury Crossing | . | 32,873 | | 32,873 |
| T. Boylston Station | . | 33,700 | | 33,700 |
| Y. Andrew Square | . | 27,264 | | 27,264 |
| Z. Orient Heights | . | 13,777 | | 13,777 |
| 23. City Point | . | 48,503 | | 48,503 |
| 24. Parker Hill | . | 46,250 | | 46,250 |
| 25. Faneuil | . | 22,625 | | 22,625 |
| Totals | | 1,490,168 | 144,460 | 1,634,628 |

The figures are condensed into the following:

Books lent for Home Use, including Circulation through Schools and Institutions.

| | |
|--|-----------|
| From Central Library (including Central Library books issued through the branches and reading-rooms) | 439,827 |
| From branches and reading-rooms (other than books received from Central Library) | 1,634,628 |
| Total number of volumes lent for home use and through schools and institutions | 2,074,455 |

| COMPARATIVE. | 1916-17. | 1917-18. |
|---|-----------|-----------|
| Central Library circulation (excluding schools and institutions): | | |
| Direct home use | 273,493 | 264,840 |
| Through branches and reading-rooms for home use | 73,343 | 80,975 |
| | 346,836 | 345,815 |
| Branch Department circulation (excluding schools and institutions): | | |
| Direct home use | | |
| From branch collections | 945,416 | 945,878 |
| From reading-rooms | 543,330 | 544,290 |
| | 1,488,746 | 1,490,168 |
| Schools and institutions circulation (including books from Central through the Branch system) | 214,656 | 238,472 |
| | 2,050,238 | 2,074,455 |

Under the inter-library loan system with other libraries the following use of books for the purpose of serious research is shown for two successive years:

| | 1916-17. | 1917-18. |
|--|----------|----------|
| Volumes lent from this library to other libraries in Massachusetts | 1,094 | 1,121 |
| Lent to libraries outside of Massachusetts | 305 | 300 |
| Totals | 1,399 | 1,421 |
| Applications refused: | | |
| From libraries in Massachusetts | 227 | 240 |
| From libraries outside Massachusetts | 92 | 60 |
| Totals | 319 | 300 |
| Borrowed from other libraries for use here | 121 | 41 |

The classified "home-use" circulation of the branches (reading-rooms not included) was as follows, for two successive years:

| | 1916-17. | 1917-18. |
|----------------------------------|--------------|--------------|
| | PERCENTAGES. | PERCENTAGES. |
| Fiction for adults | 31.3 | 30.3 |
| Fiction for juvenile readers | 39.6 | 40.1 |
| Non-fiction for adults | 13.4 | 13.1 |
| Non-fiction for juvenile readers | 15.7 | 16.5 |
| | 100.0 | 100.0 |

At the Central Library the classified "home-use" circulation shows the following percentages:

| | 1916-17. PERCENTAGES. | 1917-18. PERCENTAGES. |
|-----------------------|--------------------------|--------------------------|
| Fiction | 45.5 | 47.2 |
| Non-fiction | 54.5 | 52.8 |
| | <u>100.0</u> | <u>100.0</u> |

BOOKS RECEIVED.

The total number of volumes acquired for the year (by purchase, gift, or otherwise) was 43,330, besides 892 acquired for the Fellowes Athenæum and deposited in the Roxbury Branch. The details relating to these accessions are shown in the following tables:

Books acquired by purchase.

| | 1916-17. | 1917-18. |
|---|---------------|---------------|
| For the Central Library: | | |
| From City appropriation . . . | 11,993 | 11,613 |
| From Trust funds income . . . | 3,149 | 4,860 |
| | <u>15,142</u> | <u>16,473</u> |
| For branches and reading-rooms: | | |
| From City appropriation . . . | 14,443 | 12,897 |
| From Trust funds income . . . | 779 | 1,542 |
| | <u>15,212</u> | <u>14,439</u> |
| | <u>30,354</u> | <u>30,912</u> |
| By Fellowes Athenæum (for the Roxbury Branch) | 868 | 844 |
| Totals | <u>31,222</u> | <u>31,756</u> |

Of the 892 books acquired by the Fellowes Athenæum during the past year, 844 were purchased, 34 were gifts, and the remaining 14 volumes were of periodicals bound.

The following statement includes the accessions by purchase combined with books received by gift or otherwise:

| | CENTRAL VOLUMES. | BRANCHES VOLUMES. | TOTAL VOLUMES. |
|--|---------------------|----------------------|-------------------|
| Accessions by purchase (including 844 volumes by Fellowes Athenæum for Roxbury Branch) . . . | 16,473 | 15,283 | 31,756 |
| Accessions by gift (including 34 volumes through Fellowes Athenæum for Roxbury Branch) . . . | 8,444 | 795 | 9,239 |
| Accessions by Statistical Department | 238 | | 238 |
| Accessions by exchange | 198 | | 198 |
| Accessions of periodicals (bound) | 2,313 | 344 | 2,657 |
| Accessions of newspapers (bound) | 134 | | 134 |
| | <u>27,800</u> | <u>16,422</u> | <u>44,222</u> |

The total cost of books, periodicals, newspapers, photographs and lantern slides for the year was \$50,193.50, divided as follows:

| | |
|--|--------------------|
| Books | \$41,460.53 |
| Periodicals | 6,326.69 |
| Newspapers | 1,962.03 |
| Photographs and lantern slides | 444.25 |
| Total | <u>\$50,193.50</u> |

Of the sum spent for books, \$3,874.61 or 10%, was paid for new fiction (3,614 copies, comprising 206 titles selected from 684 books reviewed by the Fiction Committee) and \$10,880.25 was paid for renewing worn-out fiction (14,507 copies averaging \$0.75 a volume) making a total of \$14,754.86 for fiction or 28% of the sum spent for all classes of books.

The emphasis on the general purchases since April has been on books grouped about the subjects of national defense and military training, many of which, such as the technical service manuals, have been bought in a large number of copies.

At the same time, the collection of material gathered from various sources since 1914 which registers to some extent the literature of the war, has been enlarged, arranged, and put in order for cataloguing. Perhaps the most important additions to this have been the war emergency legislation of the allied nations, and several hundred colored posters issued in France.

IMPORTANT GIFTS.

The report of Miss Theodosia E. Macurdy, Chief of the Ordering Department, notes that the gifts from 4,312 givers comprise 9,360 volumes, 12,512 serials, 692 photographs and 70 newspaper subscriptions.

Following are the noteworthy gifts of the year:

Benton, Josiah H., Estate of. The Benton Collection of Books of Common Prayer comprising 564 volumes; and 57 volumes printed by Baskerville.

Bernhardy, Miss Amy. Italian material relating to the European War, consisting of 56 volumes, 17 photographs, and 42 post cards for the North End Branch; and 17 volumes for the Central Library.

Boston Advertiser. The Boston Daily Advertiser and Boston Evening Record. 49 volumes.

Boston Browning Society. Original manuscript poem on "A Star," by Robert Browning, April 27, 1878.

Morgan, J. Pierpont, New York City.

Bode, W. Collection of J. Pierpont Morgan. Bronzes of the Renaissance and subsequent periods. Paris. 1910. 2 v. Illus.

Murray, C. Fairfax. Collection of J. Pierpont Morgan. Drawings by the old masters, formed by C. Fairfax Murray. London. (1909?-)1912. 4 v. Plates.

Smith, Sir Cecil Harcourt. Collection of J. Pierpont Morgan. Bronzes: antique Greek, Roman, etc. Paris. 1913. Illus. Plates.

O'Reilly, Miss Mary Boyle. 64 publications relating to the European War. (Many of them very difficult to obtain.)

Putnam, Mrs. J. Pickering. 464 volumes of miscellaneous works, including the Century Dictionary in 10 volumes and Nations of the World in 20 volumes.

Widener, Joseph E., Philadelphia. Pictures in the Collection of P. A. B. Widener. Early Italian and Spanish schools, with descriptive text by B. Berenson.

THE CATALOGUE DEPARTMENT.

Mr. S. A. Chevalier, Chief of the Catalogue Department, reports that 76,007 volumes and parts of volumes have been catalogued during the year. These represent 46,684 titles. Details follow for two successive years:

| | | VOLS. AND PARTS. | TITLES. | VOLS. AND PARTS. | TITLES. |
|---------------------------|-----------|---------------------|---------|---------------------|---------|
| | | 1916-17. | | 1917-18. | |
| Catalogued (new): | | | | | |
| Central Library Catalogue | | 20,267 | 11,841 | 26,284 | 15,376 |
| Serials | | 4,040 | | 5,811 | |
| Branches | | 17,941 | 16,196 | 16,272 | 14,979 |
| Re-catalogued | | 36,967 | 13,426 | 27,640 | 16,329 |
| Totals | | 79,215 | 41,463 | 76,007 | 46,684 |

There have been 237,902 catalogue cards added to the catalogues during the year. Of these 219,776 were added in the Central Library and 18,126 were added in the Branches. Of the cards filed in the Central Library 69,557 were placed in the Bates Hall and Issue Department Catalogues; 68,317 in the Official Catalogue, and 81,902 in the Catalogue of the Special Libraries and used for bulletins and lists in process. Temporary author, subject, and often title cards, have been filed in the Bates Hall Catalogue within a few days after the receipt of every new bound work.

SHELF DEPARTMENT.

The statistics relating to the number of volumes shelved and thus made available for public use, taken from the report of Mr. W. G. T. Roffe, in charge of the Shelf Department, are as follows.

| | |
|--|--------------|
| Placed on the Central Library shelves during the year: | |
| General collection, new books (including continuations) | 21,613 |
| Special collections, new books and transfers | 2,060 |
| Books reported lost or missing in previous years, but now found, transfers from Branches, etc. | 1,093 |
| | <hr/> 24,766 |
| Removed from Central Library shelves during the year: | |
| Books reported lost or missing, condemned copies not yet replaced, transfers, etc. | 7,753 |
| | <hr/> |
| Net gain, Central Library | 17,013 |
| Net gain at branches (including reading-rooms) | 631 |
| | <hr/> |
| Net gain, entire library system | 17,644 |

The total number of volumes available for public use at the end of each year since the formation of the Library is shown in the following statement:

| | | | |
|-------------------|---------|-------------------|---------|
| 1852-53 | 9,688 | 1878-79 | 360,963 |
| 1853-54 | 16,221 | 1879-80 | 377,225 |
| 1854-55 | 22,617 | 1880-81 | 390,982 |
| 1855-56 | 28,080 | 1881-82 | 404,221 |
| 1856-57 | 34,896 | 1882-83 | 422,116 |
| 1857-58 | 70,851 | 1883-84 | 438,594 |
| 1858-59 | 78,043 | 1884-85 | 453,947 |
| 1859-60 | 85,031 | 1885 | 460,993 |
| 1860-61 | 97,386 | 1886 | 479,421 |
| 1861-62 | 105,034 | 1887 | 492,956 |
| 1862-63 | 110,563 | 1888 | 505,872 |
| 1863-64 | 116,934 | 1889 | 520,508 |
| 1864-65 | 123,016 | 1890 | 536,027 |
| 1865-66 | 130,678 | 1891 | 556,283 |
| 1866-67 | 136,080 | 1892 | 576,237 |
| 1867-68 | 144,092 | 1893 | 597,152 |
| 1868-69 | 152,796 | 1894 | 610,375 |
| 1869-70 | 160,573 | 1895 | 628,297 |
| 1870-71 | 179,250 | 1896-97 | 663,763 |
| 1871-72 | 192,958 | 1897-98 | 698,888 |
| 1872-73 | 209,456 | 1898-99 | 716,050 |
| 1873-74 | 260,550 | 1899-00 | 746,383 |
| 1874-75 | 276,918 | 1900-01 | 781,377 |
| 1875-76 | 297,873 | 1901-02 | 812,264 |
| 1876-77 | 312,010 | 1902-03 | 835,904 |
| 1877-78 | 345,734 | 1903-04 | 848,884 |

| | | | |
|---|---------|-------------------|-----------|
| 1904-05 | 871,050 | 1911-12 | 1,006,717 |
| 1905-06 | 878,933 | 1912-13 | 1,049,011 |
| 1906-07 | 903,349 | 1913-14 | 1,067,103 |
| 1907-08 | 922,348 | 1914-15 | 1,098,702 |
| 1908-09 | 941,024 | 1915-16 | 1,121,747 |
| 1909-10 | 961,522 | 1916-17 | 1,139,682 |
| 1910-11 | 987,268 | 1917-18 | 1,157,326 |
| Volumes in entire library system | | | 1,157,326 |
| Volumes in the branches and reading-rooms | | | 282,858 |

These volumes are distributed as follows:

| | | | |
|-----------------------------|---------|--|--------|
| Central Library | 874,468 | West Roxbury | 10,192 |
| Brighton | 20,449 | Lower Mills (Station A) | 946 |
| Charlestown | 15,410 | Roslindale (Station B) | 8,357 |
| Codman Square | 6,071 | Mattapan (Station D) | 1,013 |
| Dorchester | 20,256 | Neponset (Station E) | 1,619 |
| East Boston | 17,275 | Mt Bowdoin (Station F) | 5,596 |
| Hyde Park | 28,204 | Allston (Station G) | 2,284 |
| Jamaica Plain | 15,951 | Mt. Pleasant (Station N) | 3,142 |
| North End | 6,487 | Tyler Street (Station P) | 3,364 |
| Roxbury: | | Warren Street (Station R) | 2,990 |
| Fellowes Athenæum | 29,105 | Roxbury Crossing (Station S) | 2,155 |
| Owned by City | 6,895 | Boylston Station (Station T) | 2,238 |
| Total, Roxbury | 36,000 | Andrew Square (Station Y) | 2,453 |
| South Boston | 17,351 | Orient Heights (Station Z) | 2,174 |
| South End | 16,293 | City Point (Station 23) | 2,965 |
| Upham's Corner | 9,449 | Parker Hill (Station 24) | 1,437 |
| West End | 18,578 | Faneuil (Station 25) | 2,159 |

CHILDREN'S DEPARTMENT.

The beginning of an organized structure for the supervision and unification of work with children throughout the Library system was made on October 1, 1917, by the appointment of Miss Alice M. Jordan as Supervisor of Work with Children. To this opportunity for enlarged service Miss Jordan brings her experience of sixteen years as Children's Librarian of the Boston Public Library; an experience not only fruitful in the results achieved in the home library but in the measure of wide recognition accorded to her throughout the country as a wise and sane leader in work with children.

Miss Mary C. Toy was appointed Children's Librarian at the Central Library by vote of the Board of Trustees on November 16, 1917.

The present report of Miss Jordan, from which I quote, covers only the work with children in the Central Library, for supervision of the branch children's rooms has not yet begun.

There were lent for home use 61,315 books to borrowers applying in the Children's Room and 7,339 to those who applied at the Branches and Reading-Rooms for books shelved in the Children's Department.

The previous year the figures were 60,774 and 18,002 respectively. A marked decrease in this latter circulation is noted. This is significant as showing the effect of supplying Branch requests from the deposit collection before referring them to the Children's Room, a desirable measure which allows the department to retain its books for direct borrowers and makes it unnecessary to provide shelf space for a large number of duplicates.

No record can be made of the number of children who read in the Library. Accommodations are greatly over-taxed on Sunday, a day that always brings visitors from a greater distance than that traveled by the week-day readers. Far-reaching personal work may therefore be accomplished on that day with an adequate force available.

Before the entry of the United States into the War last April we had watched in vain for any effect of the European War upon the reading interests of children. Since that time, and especially since September, a marked change is noted. To some extent this is due to the demands of the schools. In most of the high schools, and in the upper grades of many elementary schools, teachers have assigned certain of the War books as outside reading on which reports are to be made. These books have been, in the main, the personal narratives and more popular accounts of War experiences on the different fronts, the same books which are most popular with the general reader. Since the steady demand for this material makes it difficult for young people to secure their required reading, it has seemed best to duplicate for the Children's Room some of the books on the War. The War presents a great opportunity to the worker with children to stimulate an interest in history and to arouse and quicken a true sense of patriotism. By means of bulletins and book exhibits we have tried to connect the heroic present with the heroic past in a way which shall make both live more truly in the minds of children. Such books as the *Joan of Arc*, made vivid by Boutet de Monvel's wonderful pictures, and *The Talisman*, with fine colored illustrations, have been much enjoyed for reading in the room.

During the Christmas season an exhibit was held which brought together books of special beauty and value representative of the work of artists or writers of the allied countries. We aimed to secure those books which typified the life of each country or illumined its history in an attractive way.

With a normal staff of five there have been during the year ten different attendants assigned to the Children's Department. Under such a changing, and usually incomplete, personnel, the work with the schools was bound to suffer. Training of new assistants and covering unfilled positions have occupied the time usually taken for school visiting and instruction to classes. Five schools were visited and three talks were given at the Children's Museum at the request of the Director. Seven addresses

on Children's books and reading were given to Mothers' Clubs in schools and churches.

The collection of books in the Teachers' Room has been actively used. Changes in the subjects offered by teachers for examinations for promotion require many new books on the reference shelves and a constant revision of the reserved books.

After conference with the vocational director of the public schools we are improving the collection of books on vocational guidance by the inclusion of valuable pamphlet material from various sources. Existing industrial conditions make this subject one of vital importance among educators and we are asked to prepare reading lists to be used in guiding young people in the choice of occupations.

In conformity with recent practice books are reserved in the Teachers' Room for those taking University Extension Courses.

THE CHILDREN'S STORY-HOUR.

Among the most successful ways of guiding children's reading is the weekly story-hour which children attend voluntarily for the "sheer delight of hearing a story told." The story-tellers who come into weekly contact with groups of children in different parts of the city, in addition to the Saturday afternoon hour at the Central Library, have the rare privilege of sharing intimately in the interests of young people and of observing closely their response to the appeal of the story. The Library is fortunate in having the aid of experts who are able to change a prepared program to meet the events on which the children's attention is focused at a given time. It naturally follows that the openings to strengthen patriotic sentiments and to establish ideals of loyalty offered by the past months have been unusual and the children have justified all expectations. Talks on thrift stamps, on what children may do in war time, on the principles for which America is fighting, on good citizenship, have developed freely and naturally. Stories of King Arthur and his Knights, Richard the Lion-hearted, Washington, Lincoln, and other hero-stories, with many rollicking folk-tales, have been drawn upon to meet the need for stories of idealism, stories with the right kind of fun to counteract the false sentiment and coarse humor of many moving picture exhibitions.

Among the long stories told from week to week and received with appreciation and enthusiasm is "The Coward of Thermopy-

lae" which contrasts in a dramatic way Spartan and Athenian ideals. It has been received from week to week with breathless expectation and one of the story tellers was recently greeted on Washington Street by a newsboy who asked anxiously, "Did Leonidas and all his brave Greeks perish?" "The Talisman," by Scott, is another book having a timely appeal in the story-hour since it connects so well with the taking of Jerusalem. In the list of short stories there have been occasionally included fine instances of courage and devotion from life in the trenches. The need in Boston for racial sympathy and understanding is always urgent, so that many of the stories told are based on the lives of children of other lands.

BATES HALL.

Last August the reorganization of the classified collection of reference and standard books on the open shelves of the main reading room of the Library was begun under the direction of Mr. Frank H. Chase, Custodian of the Reference Department. A new system of records with sufficient flexibility has been devised so that the collection need no longer be regarded as fixed and rigid. The out of date books can now be replaced by the up to date books and a selection of volumes on subjects of current interest can find its place on the open and easily accessible shelves. In forwarding the work constant use is made of the knowledge of the specialists of the Library in their various departments of literature.

The correspondence of the department on every conceivable subject has been vigorous throughout the year. Aside from inquiries coming personally and by telephone to members of the staff, 528 letters have been answered formally through the office of the Librarian; these letters have come from forty-two states, the District of Columbia, and six foreign countries. Nothing could prove more forcibly the wide-spread reputation of the Library, both for wealth of material and for courtesy in making it available.

THE SPECIAL LIBRARIES.

The Special Libraries Department on the third floor of the Central Building comprises the following important departments:

Fine Arts (i.e. painting, sculpture, architecture and building, landscape architecture, town planning, etc.), Technology and Applied Science; Music, including the Allen A. Brown Music and Dramatic Libraries; the Barton, Ticknor, Prince, Bowditch, Artz, Twentieth Regiment, Browning, Galatea and other special collections. In the Fine Arts Collection are included 50,048 photographs, including process pictures, used for circulation in the schools; 424 photographs and process pictures were added during the year.

The collection of lantern slides comprises now 7,429, of which 529 were added during the year; this collection is mainly used in connection with the lectures given in the Library, but 4,208 slides were lent to Boston schools, and for other free lectures in Boston.

The activities of the Department continue as in former years. While the use of the rooms by classes from the art schools, professional men and artisans has grown, and the issue of books for hall use in the Barton-Ticknor Room and the Music Room has increased over the previous year, the issuance of books for home use from the Fine Arts Department, and of portfolios of pictures to schools, was less than it was in former years.

The exhibitions were more varied and more frequently changed on account of important events occurring during this important year in the Nation's history.

The need of having a competent specialist in technological books becomes more and more evident as Mr. George S. Maynard, who was added to the force in 1916, grows better acquainted with the Library's collections and is thus able to give valuable service in response to the increasing demand for information from the technical departments in the Army and Navy.

The Department lost heavily through the war by the draft and enlistment of two young men who had grown up in it, and by the loss of an assistant who attended to the cataloguing of the photographs and slides; adding to this the handicap that no qualified person has yet been found to take full charge and allow Mr. Rowlands to devote his time to reference work, the Department is not as well equipped as it ought to be.

FREE PUBLIC LECTURES.

The following list includes the free course of lectures given during the season from October, 1917, to April, 1918, in the Lecture Hall on Thursday evenings and Sunday afternoons. Included in the list is also the course given by the Ruskin Club on Monday afternoons, and a special course on Russia, arranged by the Russian Students' Club of Boston. As in former years the Field and Forest Club provided a series of six lectures, and the Drama League provided a course of Sunday afternoon talks on the drama.

All lectures, except those marked with an asterisk (*) were illustrated with lantern slides.

The lectures on musical subjects were given with musical illustrations, vocal and instrumental, without cost to the Library for the services of the lecturer or the performers.

The use of the Lecture Hall has greatly increased, for purposes of educational and other public meetings, by teachers' clubs and various civic associations.

1917.

- Oct. 4. Lands of the Anzacs. John C. Bowker.
- Oct. 7. *Choosing a Vocation. Louise Cutts Powell.
- Oct. 8. *Ruskin's Message. May Smith Dean. (Ruskin Club.)
- Oct. 11. The White House and its Famous Men and Women. Caroline M. Kingman.
- Oct. 14. The Dog, Man's Noblest Friend. Ernest Harold Baynes.
- Oct. 17. *What of Recent Poetry? Heloise E. Hersey. (Froebel Club.)
- Oct. 18. The Wonders of the Skies. Michael J. Jordan.
- Oct. 21. *The Good First Act. Albert H. Gilmer. (Drama League.)
- Oct. 22. *Spanish Literature. Mrs. Saxe Holmes. (Ruskin Club.)
- Oct. 25. Sienna and Her Sister Cities. Cora Stanwood Cobb.
- Oct. 28. *New Forces in Old China. Woon Yung Chun.
- Nov. 1. Brazil and the La Plata Countries. L. Melano Rossi.
- Nov. 4. *The Business Side of Literature. Nathaniel Fowler, Jr.
- Nov. 8. Preparedness among Animals. Alfred Church Lane. (Field and Forest Club.)
- Nov. 11. *Poetry of Scotland before Burns. E. Charlton Black.
- Nov. 15. National Parks. Charles H. Bayley.
- Nov. 18. *Human Nature in Drama. Stark Young. (Drama League.)
- Nov. 19. *The Mountain School of Heilman, Ky. Nellie Stone. (Froebel Club.)

- Nov. 22. America: the Triumph of a Great Nation. George N. Cross.
- Nov. 25. How Women are Helping to Win the War. Caroline M. Kingman.
- Nov. 26. Rome and Northern Italy. Mrs. Arthur Dudley Ropes. (Ruskin Club.)
- Dec. 2. *Tragedy and Comedy of Dickens. Francis Henry Wade. With illustrative readings.
- Dec. 3. The Cathedrals and Civic Buildings of Belgium and Northern France. Victor Horta. (Archaeological Institute of America.)
- Dec. 6. Donatello, the Great Sculptor of Florence. Charles Theodore Carruth.
- Dec. 9. *The Power of Music. Margaret Anderton.
- Dec. 10. *Canada, the Spellbinder. Lilian Whiting. (Ruskin Club.)
- Dec. 12. *The Political, Social and Economic Development of Russia. Robert Joseph Kerner.
- Dec. 13. Norway. George E. Davis. (Field and Forest Club.)
- Dec. 16. *Folk-Song in America. Constance Ramsay Gideon and Henry Gideon.
- Dec. 20. Guatemala and the Highest Native American Civilization. Ellsworth Huntington.
- Dec. 23. Selwyn's Theatre and the Old Globe, Boston. John Bouvé Clapp. (Drama League.)
- Dec. 26. *The General Character of Russian Literature. Leo Wiener.
- Dec. 27. "To the Shining Mountains and the Sunset Sea." Gilbert McClurg.

1918.

- Jan. 2. *Tolstoi. Nathan Haskell Dole.
- Jan. 3. Red Letter Days in Algiers. Francis Henry Wade.
- Jan. 6. The Engineers of the Wilderness. (The Story of the Beaver.) W. Lyman Underwood.
- Jan. 9. *The Constitutional Development of Russia. M. Karpovitch.
- Jan. 10. Our Pacific Coast in the Making. Elizabeth F. Fisher. (Field and Forest Club.)
- Jan. 13. *Plots and Counter-Plots. Frank Chouteau Brown. (Drama League.)
- Jan. 14. *Switzerland. Ellen E. Page. (Ruskin Club.)
- Jan. 16. *The Problem of Nationalities in Russia. Arthur I. Andrews.
- Jan. 17. Rio Janeiro. Rev. H. A. Manchester.
- Jan. 20. Boston when Franklin was a Boy. John C. S. Andrew.
- Jan. 21. *The Child's Point of View. Marshall L. Perrin. (Froebel Club.)
- Jan. 23. *The Russian Revolution of 1917. Arthur I. Andrews.
- Jan. 24. The Painters and Engravers of Old Boston. Martha A. S. Shannon.

- Jan. 27. Man and his Forerunners. Horace Taylor.
- Jan. 28. *Ruskin's Youth. Minnie Meserve Soule. (Ruskin Club.)
- Jan. 29. Animal Life. Miss Guyol.
- Jan. 31. Early American Life as Portrayed in Contemporary Prints.
Charles E. Goodspeed.
- Feb. 3. Adventures in the Land of Sunshine. (Florida and Nassau.)
W. Lyman Underwood.
- Feb. 5. *Boys' and Girls' Agricultural Clubs in Massachusetts.
George L. Farley. (Field and Forest Club.)
- Feb. 7. The Cathedrals of England. Joseph Williams.
- Feb. 10. *Abraham Lincoln. William Henry Lewis.
- Feb. 11. *The Social Philosophy of John Ruskin. Joseph C. Whipple.
(Ruskin Club.)
- Feb. 14. Our National Forests. Philip W. Ayres. (Field and Forest
Club.)
- Feb. 17. The Boston Theatre. 1854-1901. Quincy Kilby.
- Feb. 18. Ballooning and Aviation. William Carroll Hill. (Field
and Forest Club.)
- Feb. 21. The Ghent Altar Piece. Burleigh Parkhurst.
- Feb. 24. *Ecclesiastical Music to the Reformation Period. Benedict
Fitz Gerald.
- Feb. 25. *The Seventeenth Anniversary of the Founding of the Boston
Ruskin Club. Clarissa Sears Blackmer. (Ruskin Club.)
- Feb. 28. Pre-Revolutionary Boston. Park Pressey.
- Mar. 3. Ireland, the Land of the Shamrock. Minna Eliot Tenney
Peck.
- Mar. 7. The Passion Play of Ober-Ammergau. Rev. Arthur T.
Connolly.
- Mar. 10. *Ideas in the Theatre. Thomas Crosby, Jr. (Drama
League.)
- Mar. 11. *The Point of View. (Italian Renaissance.) William J.
Mann. (Ruskin Club.)
- Mar. 14. Vacation Tramps in New England Highlands. Allen Cham-
berlain. (Field and Forest Club.)
- Mar. 17. *Modern Irish Poetry. John J. Walsh.
- Mar. 21. Some Problems of City Planning in Boston. Ralph Adams
Cram.
- Mar. 24. *Random Bird Notes. Horace Taylor.
- Mar. 25. Cathedral Building and the Story of the Normans. William
J. Mann. (Ruskin Club.)
- Mar. 28. How the Town of Boston Grew in Three Centuries. Walter
Kendall Watkins.
- Mar. 31. Jerusalem and its Vicinity. Anton H. Hanania.
- Apr. 4. The Production of a Play. Frank Cheney Hersey. (Drama
League.)

- Apr. 7. *Songs of Russia. Olin Downes.
 Apr. 8. Niccolo Pisano. William J. Mann. (Ruskin Club.)
 Apr. 11. Sidelights on National Conservation. (Forestry.) Harris A. Reynolds. (Field and Forest Club.)
 Apr. 14. *Opera Talk. Meyerbeer's *Le Prophète*. Henry Gideon.
 Apr. 21. *Opera Talk. Leoni's *L'Oracolo*. Henry Gideon.
 Apr. 22. *Dante as Interpreter. William J. Mann. (Ruskin Club.)

BRANCHES AND READING-ROOMS.

The Branch Department consists of 14 principal branches and 16 minor branches, termed reading-rooms, in number the same as a year ago. The subsidiary agencies include Fire Department houses, 60; other institutions, 39; public and parochial schools, 179. The total number of agencies, therefore, is 308 as against 289 last year.

Mr. Langdon L. Ward, Supervisor of Branches and Reading Rooms, reports that the number of volumes issued on borrowers' cards from the Central Library through the Branch Department was 81,111, as against 73,511 in 1916. Since the branches and reading-rooms are from necessity inadequately supplied with books for direct issue, the daily issue from the Central Library is of vital importance. Although the disappointments of individual borrowers are many and severe, yet thousands do get the books they want and which they could not have had without this liberal daily service from the Central Library.

During the year 37,907 volumes were sent on deposit to the schools to 980 individual teachers. The total circulation of the Branch System was 1,809,615 volumes, compared with 1,776,745 in 1916. If there had been a more adequate supply of books the gain would undoubtedly have been much larger, although the war, general business prosperity, and the partial closing of the schools had their part in keeping down the circulation.

The number of volumes of new books bought for the branches was 4,313, as against 5,372 in 1916, and 7,697 in 1915. There have been replacements to the number of 7,197 volumes. The additions to the permanent collections of the reading-rooms were 3,873 volumes as against 3,749 volumes in 1916, and 4,875 volumes in 1915.

To a reasonable extent the thirty branches and reading-rooms meet the wants of the public, and certainly none of them could be discontinued without real injury to the district which it serves. The chief failure of the branches to satisfy the needs of their constituents, as has been repeatedly said, is their inadequate supply of books. Relations with the public are almost unfailingly pleasant. The complaints arise from the lack of more books. Nothing new can be said regarding this need; it is the greatest need of all, — new titles in abundance and many more copies of the books in steady demand. There is also a special call for more books for the lower-grade school children, more books in the foreign languages, and more books in the useful arts and reference collections.

The following passages from the annual reports of the branch librarians show certain phases of their service to the public.

In general the books most in demand are books on the war; on accounting and civil service examinations; handbooks of engineering; new fiction; books on wireless telegraphy; manuals of the steam boiler; books on ship-building and electricity. A number of men employed in the various shops at the Navy Yard want only the books last mentioned. Frequently these volumes are stolen or mutilated, and when this happens a number of earnest workmen suffer until they are replaced.

The entrance of the United States into the war in April, and the consequent unsettled conditions resulting when a peaceful country takes up arms, the enlisting and drafting of so many of our young men, the food problem, the work of raising war funds, together with other war service, the sewing and knitting for the soldiers by the women and children, the suspension of immigration, which makes a decided change in this district and especially in the schools here, have all had their influence on our reading public. For a time the daily papers and magazines supplied the war news and satisfied our people, then the shelf of "books on the war" became popular, and all the war maps we could post were consulted and studied. Now the reading is becoming more general again, and the reaction among our people is manifesting itself in a desire for a lighter kind of reading, — for more fiction.

The general character of the reference work which we are enabled to do is growing more satisfactory to all classes of patrons. In the grammar schools I now have in many rooms a room librarian appointed by the teacher to bring to me topics that are to be taken up the following week. Several high school pupils help me. As a result of being able to reserve

and also procure material from the Central Library in advance, I am able to meet demands in a manner hitherto impossible.

Our constituency consists in part of club members, some students of the vicinity from Harvard, Radcliffe, Boston College, Boston University, Institute of Technology, normal and parochial schools, together with grammar and high school pupils. Several salesmen, accountants, and business men are also among those who use the library. The demand from the latter is for books which will aid them in their specific work and in general office management. For these books we depend upon the Central delivery. Khaki and college military uniforms begin to appear in the library. We hear of trench practice, aviation, the navy yard, shipbuilding, and Plattsburg commissions, and we issue books bearing on these subjects. Faces of students wont to frequent the room year after year are missing because they are "over there." A while ago a young man who had been wounded and was just back from the trenches asked for periodicals and books concerning the United States during his absence, outside of the war news, because he desired to "catch up." With all patrons, from grammar school up, personal service is the keynote of such success in pleasing and helping them as we hope we are attaining in the reading room. Work with individuals rather than the consideration of the public as a unit, gives best results in relations with patrons, always keeping in mind, however, the greatest good to the greatest number.

All classes are represented, with their varied needs. We have teachers, college students, clergymen, doctors, and other professional men and women, with their demands for books on education, vocational guidance, sociology, religion, biography, current history, and literature. We also have the practical workers, mechanics and others in various industries with their demands for books on technical subjects, such as book-keeping and accounting, business correspondence, salesmanship, automobiles, plumbing, engineering, aeronautics, wireless telegraph and books on the European War.

During the year we have made a list of all the important business concerns in the district with a view to finding out just what our branch needs to be of more service to the community. Recently a social service student called for a local business directory. Our business list proved to be just what she wanted.

The branches are in close touch with the local Boy Scouts and an attempt is made to provide reading suitable for them. Some individual scouts having been helpful in matters of discipline and the recovery of books, an appeal was made to headquarters for co-operation in these matters, and an interview with the Scout Commissioner held at the Central Library resulted in the promise of future co-operation.

Reports from the branch and reading-room librarians indicate that while the privilege of taking four books for home use on an ordinary card has been valued by some persons who are reading on a special subject, the public in general has not yet taken advantage of the enlarged opportunity of borrowing books.

REGISTRATION DEPARTMENT.

Mr. John J. Keenan, Chief of the Registration Department reports 101,891 "live" cards (that is, cards available for present use) outstanding at the end of the year. Compared with the "live" cards of a year ago there was a loss of 2,434 as against a loss of 7,874 for the prior year.

The distribution by wards of the holders of "live" cards is shown in the following table, in comparison with the population:

Classification of Holders of "Live" Cards, by Wards.

| WARD | NO. OF CARD HOLDERS. | POPULATION IN 1915. |
|------------------|-------------------------|------------------------|
| 1 | 1,690 | 23,776 |
| 2 | 2,268 | 41,904 |
| 3 | 1,192 | 21,016 |
| 4 | 1,346 | 18,585 |
| 5 | 1,378 | 77,573 |
| 6 | 2,572 | 37,250 |
| 7 | 2,592 | 35,084 |
| 8 | 4,486 | 38,317 |
| 9 | 5,298 | 33,996 |
| 10 | 7,193 | 25,741 |
| 11 | 7,475 | 26,234 |
| 12 | 2,780 | 29,416 |
| 13 | 2,692 | 38,533 |
| 14 | 3,571 | 27,799 |
| 15 | 3,864 | 26,225 |
| 16 | 3,792 | 25,404 |
| 17 | 2,570 | 25,853 |
| 18 | 2,756 | 25,877 |
| 19 | 4,556 | 22,748 |
| 20 | 7,283 | 22,958 |
| 21 | 5,284 | 26,499 |
| 22 | 3,660 | 23,812 |
| 23 | 4,184 | 21,442 |
| 24 | 8,368 | 22,615 |
| 25 | 5,680 | 16,401 |
| 26 | 3,361 | 18,381 |
| Totals | 101,891 | 745,439 |

The number of "live" cards held by persons over sixteen years of age is 54,820, as compared with 47,071 held by those under

sixteen. Cards held by teachers number 4,816; by pupils of elementary schools (public and parochial) 33,862; and by students of higher institutions of learning, 25,126; male card holders number 43,264 and female, 58,627.

Of the 6,961 teachers' cards issued prior to January 15, 1918, 878 are "live" cards; of these 632 are held by permanent residents (in addition to their ordinary cards), and 246 are held by non-residents.

Of the 2,694 special privilege cards issued prior to January 15, 1918, 387 are "live" cards; 276 are held by permanent residents, and 111 are held by non-residents.

The total number of application blanks, borrowers' cards, certificates, etc., filled in, and filed alphabetically, during the year, was 115,183.

VARIOUS STATISTICS.

Publications.

Under the editorial supervision of Mr. Lindsay Swift the following publications have been issued during the year.

Weekly Lists. From January 20, 1917, to January 12, 1918, 52 numbers. Edition, each issue, 2,500 copies. Consecutive pages in all, 292.

Quarterly Bulletins. Four numbers. Edition, each issue, 2,000 copies. Pages, in all, 420. The Bulletin contained the usual announcements of the University Extension Courses (growing in importance each year) in the September and December issues; of the Lowell Institute Courses in the September and December issues. In addition to these, the Programmes of Exhibitions in the Central Library, Branches and Reading-Rooms for 1916-17, was given in the issue for March, 1917, and the Programmes for 1917-18, in the September and December issues.

As in the previous year a reprint (1,500 copies) was made of all the Free Educational Courses, Lectures, and Exhibitions offered by the various institutions above mentioned, and was quickly exhausted. This has proved to be a popular undertaking, as well as an economical one, for it is useless to give the whole Bulletin for September, comprising usually over one hundred pages, to persons who need only the reprint and have no special use for the Bulletin.

In connection with the Lowell Institute Lectures there were issued the following reading lists prepared in each case by the lecturer who alone was responsible for the extent and character of his list:

The Power of Dante, by Professor Charles H. Grandgent, Professor of Romance Languages in Harvard University (September Bulletin, p. 315).

War and Diplomacy in the Balkans, by H. Charles Woods, F.R.G.S. (December Bulletin, p. 416).

Convention, Originality and Revolt in Poetry, by Professor John Livingston Lowes, Professor of English in Washington University (December Bulletin, p. 418).

The United States and its Sections, by Frederick Jackson Turner, Professor of History in Harvard University (December Bulletin, p. 419).

In the early part of the year a series entitled Brief Reading Lists was begun and met with a decided public approval. Three numbers were issued, the first in April, and the others in July. No. 1, of which three editions of five hundred copies each were called for, is entitled "A Selected List of Books on National Defense, Military Science and Law." It contains something over three hundred titles in compact and serviceable form. No. 2, of which two editions, the first of one thousand, the second of five hundred copies, were issued, is entitled "A Selected List of Books on Domestic Production and Preservation of Food" and contains about 200 titles. This also proved most acceptable to the public. No. 3, "A Selected List of Books on the Commerce, Industries and Natural Resources of Russia" passed through two printings, one of three hundred, the second of five hundred copies.

*The Bates Hall Centre Desk, Newspaper and Patent Rooms,
Central Library.*

The following statistics are reported by Mr. Pierce E. Buckley, Custodian:

Centre Desk. The maximum attendance of readers, 325 on January 7, at 5 P.M., exceeds by 10 the maximum reported in 1917. The use of Bates Hall for the week of December

10-15, when every slip presented was recorded, is set forth in the following table:

| | NO. OF SLIPS PRESENTED. | BOOKS SENT UP. | CHARGED ON CARDS. |
|---------------------|----------------------------|-------------------|----------------------|
| Monday | 784 | 592 | 76 |
| Tuesday | 689 | 549 | 59 |
| Wednesday | 594 | 563 | 67 |
| Thursday | 599 | 459 | 72 |
| Friday | 618 | 564 | 51 |
| Saturday | 787 | 619 | 104 |
| Sunday | 794 | 597 | 69 |

The large use made of the reference books on the open shelves in Bates Hall is not included in the above table, since they can be freely consulted without the use of book slips.

Newspaper Room. At present there are 294 newspapers on file in this department of the Central Library. Of this number 226 are dailies and 68 weeklies; 209 are papers published in the United States, and 85 in foreign countries. During the year 4 papers were added and 10 were dropped. It is now over a year since any German, Austrian, Belgian or Russian papers have been received. The attendance in the Newspaper Room not infrequently exceeds the proper limit. This is especially true on Sundays. The maximum attendance was 214 at 5 P.M. on November 4; the minimum was 82 at 5 P.M. on June 10. During the year 17,998 users consulted 31,815 bound volumes from the newspaper files, as compared with 32,633 volumes consulted in the year previous by 19,279 users.

Patent Room. The collection now numbers 13,981 volumes, an increase of 374 for the year. The number of volumes added would have been larger but for the fact that, as in the case of newspapers, the receipt of foreign patents, with the exception of the English, has virtually ceased.

The recorded use of the room was:

| | 1916-17. | 1917-18. |
|--|----------|----------|
| Volumes consulted, as recorded | 108,029 | 106,033 |
| Persons using the collection | 19,564 | 19,029 |

The Periodical Room, Central Library.

Mr. Francis J. Hannigan, Custodian of the Periodical Room, reports the number of readers making use of the Peri-

odical Room, at certain hours, in each of two successive years, in the following table:

| | 10 | 12 | 2 | 4 | 6 | 8 | 10 |
|---------------|-------|--------|--------|--------|--------|--------|-------|
| | A.M. | M. | P.M. | P.M. | P.M. | P.M. | P.M. |
| 1916-17 . . . | 9,936 | 13,783 | 21,295 | 26,732 | 19,331 | 23,206 | 8,491 |
| 1917-18 . . . | 9,873 | 12,981 | 20,673 | 26,327 | 18,784 | 22,701 | 8,522 |

The use of the bound files was as follows:

| Bound volumes consulted during the year: | 1916-17. | 1917-18. |
|--|----------|----------|
| In the daytime (week days) | 32,647 | 31,532 |
| In the evening or on Sundays | 13,296 | 12,119 |

It should be remembered that periodicals on special subjects may be found in special departments. The distribution of periodicals open to readers at the Central Library, is as follows:

| | |
|---|-------|
| Fine Arts Department and Music Room | 120 |
| Periodical Room | 1,330 |
| Statistical Department | 54 |
| Teachers' Reference Room | 40 |

Documents and Statistics.

Mr. Horace L. Wheeler, in charge of the Statistical Department, reports that the number of volumes on the shelf-list of the department is now 20,952. The additions during the year chiefly by exchange with and gifts to the collection of the American Statistical Association, were 280 volumes and 641 separate parts. From regular sources 500 volumes have been added.

Although the location of the Statistical Department is in an out of the way part of the Library, remote from the main entrance and inconvenient of access, it should be remembered that its collection, including the library of the American Statistical Association and the large public documents division (municipal, state, and federal), is not approached by any other collection in America. Its value is known and appreciated not only by business men but by an increasing number of students from the colleges and institutions of Greater Boston.

Sunday and Evening Service, Central Library.

The average number of books lent on Sundays and holidays, for use outside the building was 786 (806 in 1916-17). The largest number on any single Sunday (or holiday) was 1,424

(1,380 in 1916-17). The largest number of readers in the Bates Hall Reading Room on any single Sunday was 325 on January 7 (315 in 1916-17, on December 10, 1916).

The Printing Department.

The statistics furnished by Mr. Francis Watts Lee, Chief of the Printing Department, are given in the usual form, though slight changes in the method of compiling them prevent exact comparison between the two successive years.

| | 1916-17. | 1917-18. |
|---|-----------|-----------|
| Requisitions on hand at opening of year | 2 | 9 |
| Requisitions received during the year | 170 | 274 |
| Requisitions on hand at end of year | 9 | 11 |
| Requisitions filled during the year | 163 | 272 |
| Card Catalogue (Central): | | |
| Titles (Printing Dept. count) | 20,394 | 16,680 |
| Cards finished (exclusive of extras) | 181,609 | 219,776 |
| Card Catalogue (Branches): | | |
| Titles (Printing Dept. count) | 248 | 312 |
| Cards finished (exclusive of extras) | 17,640 | 18,126 |
| Pamphlets not elsewhere enumerated | 31,388 | |
| Catalogues and pamphlets (1,206 pp.) | | 163,075 |
| Call slips and other slips | 1,743,600 | 4,091,680 |
| Stationery and blank forms | 695,591 | 654,080 |
| Signs | 367 | 771 |
| Blank books | 176 | 45 |

The Bindery.

The usual statistical statement as to the work in the Bindery based upon the report of its Chief, Mr. James W. Kenney, follows:

| | 1916-17. | 1917-18. |
|---|----------|----------|
| Number of volumes bound, various styles | 41,863 | 44,721 |
| Magazines stitched | 220 | 246 |
| Volumes repaired | 3,410 | 3,339 |
| Volumes guarded | 1,331 | 1,622 |
| Maps mounted | 97 | 161 |
| Photographs and engravings mounted | 3,437 | 2,751 |
| Library publications folded, stitched and trimmed | 164,973 | 167,935 |

EXAMINATIONS.

Examinations for library service were given as follows: Grade B, February 21, 39 applicants, of whom 11 passed; Grade B, special examination for position of branch librarian, February 24, 18 applicants, of whom 5 passed; Grade E, June 9, 85

applicants, of whom 62 passed; Grade E, October 6, 71 applicants, of whom 47 passed; and Grade E, January 12, 1918, 73 applicants, of whom 43 passed. The reason of the small percentage of candidates who passed the Grade B examinations is easily explainable by the fact that a large number who took it were obviously and palpably unqualified by education or experience.

CHIEFS OF DEPARTMENTS AND LIBRARIANS OF BRANCHES AND READING-ROOMS.

At at present organized, the various departments of the Library and the branches and reading-rooms are in charge of the following persons.

Otto Fleischner, Assistant Librarian.

Samuel A. Chevalier, Chief of Catalogue Department.

William G. T. Roffe, in Charge of Shelf Department.

Theodosia E. Macurdy, Chief of Ordering Department.

Frank H. Chase, Custodian of Bates Hall Reference Department.

Pierce E. Buckley, Custodian of Bates Hall Centre Desk, Patent and Newspaper Departments.

Walter Rowlands, Acting Custodian of Special Libraries.

Francis J. Hannigan, Custodian of Periodical Room.

Barbara Duncan, In charge of Allen A. Brown Music Room.

Walter G. Forsyth, In charge of Barton-Ticknor Room.

Frank C. Blaisdell, Chief of Issue Department.

Langdon L. Ward, Supervisor of Branches and Reading-Rooms.

Alice M. Jordan, Supervisor of Work with Children.

Mary C. Toy, Children's Librarian, Central Library.

John J. Keenan, Chief of Registration Department.

Horace L. Wheeler, In charge of Statistical Department.

Lindsay Swift, Editor of Publications.

Francis Watts Lee, Chief of Printing Department.

James W. Kenney, Chief of Bindery Department.

Henry Niederauer, Chief of Engineer and Janitor Department.

Marian W. Brackett, Librarian of Brighton Branch.

Katherine S. Rogan, Librarian of Charlestown Branch.

Elizabeth P. Ross, Librarian of Codman Square Branch.

Elizabeth T. Reed, Librarian of Dorchester Branch.

Laura M. Cross, Librarian of East Boston Branch.

Elizabeth Ainsworth, Librarian of Hyde Park Branch.

Mary P. Swain, Librarian of Jamaica Plain Branch.

Edith Guerrier, Librarian of North End Branch.

Helen M. Bell, Librarian of Roxbury Branch.

M. Florence Cuffin, Librarian of South Boston Branch.
 Margaret A. Sheridan, Librarian of South End Branch.
 Josephine E. Kenney, Librarian of Upham's Corner Branch.
 Alice M. Robinson, Librarian of West End Branch.
 Carrie L. Morse, Librarian of West Roxbury Branch.
 Mary A. Hill, Librarian of Station A, Lower Mills Reading Room.
 Grace L. Murray, Librarian of Station B, Roslindale Reading Room.
 Emma D. Capewell, Librarian of Station D, Mattapan Reading Room.
 Mary M. Sullivan, Librarian of Station E, Neponset Reading Room.
 Isabel E. Wetherald, Librarian of Station F, Mt. Bowdoin Reading Room.
 Katherine F. Muldoon, Librarian of Station G, Allston Reading Room.
 Margaret H. Reid, Librarian of Station N, Mt. Pleasant Reading Room.
 Cora L. Stewart, Librarian of Station P, Tyler Street Reading Room.
 Florence M. Bethune, Librarian of Station R, Warren Street Reading Room.
 Katrina M. Sather, Librarian of Station S, Roxbury Crossing Reading Room.
 Beatrice C. Maguire, Librarian of Station T, Boylston Station Reading Room.
 Edith R. Nickerson, Librarian of Station Y, Andrew Square Reading Room.
 Edith F. Pendleton, Librarian of Station Z, Orient Heights Reading Room.
 Alice L. Murphy, Librarian of Station 23, City Point Reading Room.
 Mary F. Kelley, Librarian of Station 24, Parker Hill Reading Room.
 Gertrude L. Connell, Librarian of Station 25, Faneuil Reading Room.

LIBRARY WAR SERVICE.

The Library war activities have greatly increased since the entrance of the United States on the side of the Allies into the European War. The Library proudly floats a service flag of seven stars, representing the following young men: George W. Gallagher, James P. Gannon and James P. Mooers of the Bindery Department; Frank J. Krigel of the Patent Department; James S. Kennedy and Edward F. Sullivan of the Special Libraries; and William A. McGowan of the Shelf Department.

The campaign for Food Conservation is being materially helped by a permanent food exhibit in the Central Library under the auspices of the Women's Municipal League, and by frequent exhibitions and lectures in the Branches. The Library has been honored by the appointment of Miss Edith Guerrier,

Librarian of the North End Branch, as Chief of the Library Section of the National Food Administration.

Exhibitions of special material illustrating phases and localities of the War have been continuous, large additions to the war posters and books on the war have been made during the year, and new editions of the "List on National Defense, Military Science and Law" have been issued. In this connection it may be permitted to state that the Boston Public Library was probably the first library to publish a war book list. War was declared by Austria against Serbia on July 28, 1914, and a "List of Books on the European Crisis" was issued on August 1. An added war time activity was the establishment of a class in Conversational French held in the Lecture Hall of the Library under the direction of the University Extension Department of the State Board of Education. Early last summer a library deposit station was organized on Commonwealth Pier, used as a receiving ship for the men in the Naval Reserve. The contribution from the Library has been materially supplemented by books purchased through the Free Public Library Commission and the American Library Association. From the first the collection has had the intelligent supervision of Mr. John H. Reardon of the Shelf Department. Since the establishment of the library for soldiers at Camp Devens the loan of technical and unusual books from the Central Library has been continuous.

The employees of the Library System did sterling work in the two Red Cross campaigns for membership, while their record in subscriptions for Liberty Bonds is one in which they will long have pride. A number of the staff of the Central Library worked with unflagging interest and zeal during the September campaign for money for libraries for soldiers and sailors at home and 'over there'. The measure of success achieved by the Branch and Reading-Room Librarians was shown by the fact that of the \$58,371.27 contributed by Boston, \$13,414.89 was turned in through their effective efforts.

Last Fall the War Service Committee of the American Library Association designated the Boston Public Library as one of a dozen libraries of the country to receive and prepare gift-books for shipment to camps and stations in America and over-

seas. The libraries of New England forwarded their collections of books and periodicals to the Boston Public Library where they were sorted, and the books labeled and catalogued by volunteer helpers. During the winter 175 persons gave their time, varying in amount from a few hours to months, to this interesting work. The number of volumes contributed by Boston was 18,983; the number from cities and towns of New England, 58,815. These books, together with tons of magazines, have been reshipped to army and aviation camps, naval stations and forts in various parts of the United States, and distributed among battleships, cruisers, coast patrol boats and transports. The number of donated books has been all too few. The steady and growing demand gives reason to believe that a national drive for good books should meet with a ready and liberal response.

Since the Librarian began his service last June, he has been honored in his appointment by the American Library Association as a member of the War Finance and War Service Committees of the Association; as Division Director for New England in the campaign to raise one million dollars; and as State Director in the contemplated drive for books for soldiers and sailors to be held in March.

CONCLUSION.

In conclusion I wish to thank those members of the Library System staff who, by their spirit of loyalty and devotion to allotted tasks, have lightened materially the responsibilities of their Chief. In particular I am indebted to Miss Della Jean Deery, efficient Executive Clerk, whose knowledge of administrative detail has been most helpful, and to Mr. Otto Fleischner, Assistant Librarian, ever zealous for the interests of the Library, whose comment and suggestion have been of the utmost value to a new Executive.

Respectfully submitted,

CHARLES F. D. BELDEN,

Librarian.

1. Central Library, Copley Square.

BRANCH LIBRARIES, FEBRUARY 1, 1918.

2. Brighton Branch, Holton Library Building, Academy Hill Road.
3. Charlestown Branch, Monument Square, cor. Monument Ave.
4. Dorchester Branch, Arcadia, cor. Adams St.
5. East Boston Branch, 276 - 282 Meridian St.
6. Jamaica Plain Branch, Sedgwick, cor. South St.
7. Roxbury Branch, 46 Millmont St.
8. South Boston Branch, 372 Broadway.
9. South End Branch, 397 Shawmut Ave.
10. Upham's Corner Branch, Columbia Road, cor. Bird St.
11. West End Branch, Cambridge, cor. Lynde St.
12. West Roxbury Branch, Centre, near Mt. Vernon St.
13. Hyde Park Branch, Harvard Ave., cor. Winthrop St.
14. North End Branch, 3a North Bennet St.
15. Codman Square Branch, Washington, cor. Norfolk St., Dorchester.

DELIVERY STATIONS, FEBRUARY 1, 1918.

- A. Lower Mills Reading Room, Washington, cor. Richmond St.
- B. Roslindale Reading Room, Washington, cor. Ashland St.
- D. Mattapan Reading Room, 727 Walk Hill St.
- E. Neponset Reading Room, 362 Neponset Ave.
- F. Mount Bowdoin Reading Room, Washington, cor. Eldon St.
- G. Allston Reading Room, 6 Harvard Ave.
- H. Faneuil Reading Room, 100 Brooks St.
- N. Mt. Pleasant Reading Room, Vine, cor. Dudley St.
- P. Tyler Street Reading Room, Tyler, cor. Oak St.
- R. Warren Street Reading Room, 392 Warren St.
- S. Roxbury Crossing Reading Room, 1154 Tremont St.
- T. Boylston Station Reading Room, The Lamartine, Depot Square.
- V. City Point Reading Room, Municipal Building, Broadway.
- X. Parker Hill Reading Room, 1518 Tremont St.
- Y. Andrew Square Reading Room, 396 Dorchester St.
- Z. Orient Heights Reading Room, 1030 Beaumont St.



1. General Library Copying Service

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2. Specialized Stationery Copying Service

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- C. Specialized Stationery Copying Service
- D. Specialized Stationery Copying Service
- E. Specialized Stationery Copying Service
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