

ANNUAL REPORT – 1952

Year established

1950

Free or Association?

Public Library

POPULATION OF MUNICIPALITY

State whether library is in a city,
town, village, police village, or
unincorporated settlement:

To be filled in by ALL Libraries

(Free libraries must give population on which municipal appropriation is based. Association libraries may give approximate figures.)

Name of County or District

63646

FINANCIAL STATEMENT

[illegible]

ASSETS		\$	c	LIABILITIES		\$	c
Value of land.....		9726	45	Debentures		36000	00
Value of building, if owned by library.....		36913	98	Bills payable.....		365	72
Value of furniture.....		3642	49	Other liabilities as follows:.....			
Value of books.....		6948	25				
Endowment funds.....							
Cash on hand, Dec. 31, 1952.....		4626	65				
<i>Due from Township</i>		1258	34	<i>Capital surplus</i>		14121	09
<i>Accounts receivable</i>		7	60	<i>Current surplus</i>		3826	77
Total.....		56013	58	Total.....		56013	58

Amount of insurance carried on books in library \$ 12 500.00

Have your books been audited as required by Section 28(1) or Section 72 of The Public Libraries Act, Ch. 310, R.S.O. 1950?

* The amount of the grant exceeded this figure by 7760.00 representing principal and interest on library debt service paid directly by the township.

HOURS LIBRARY IS OPEN EACH WEEK

Fill in each blank where service is given; do not use "ditto" marks or "nil"

	Number of Hours Circulation Dept. is Open	Number of Hours Reading Room is Open	
Monday	8 1/2	2 1/2	
Tuesday	8 1/2	2 1/2	
Wednesday			
Thursday	8 1/2	2 1/2	
Friday	8 1/2	2 1/2	
Saturday	10 1/2	10 1/2	
Total.....	44 1/2	44 1/2	

Does library conform to a local weekly half holiday?

REGISTRATION

Number of members on register Dec. 31, 1952

	ADULTS	CHILDREN	TOTAL
Free Public Library	7,368		7,368
Association Public Library			

STAFF (Attach sheet if space below is insufficient)

	NAME	Total Years Experience in Library Work	Certificate of Librarianship (A, B, C, or E)	If appointed in 1952 give date	ANNUAL SALARY
Chief Librarian.	Miss Dorothy S. Ashbridge	21 1/2	B		3785.
Assistants	Mrs. Margaret Stafford (Formerly Margaret Sheider)	2 1/2	B		2500.
	Miss Nancy M. G. Cross	5	A. L. C. (England)	Nov. 23/52	2500.
	Miss Margaret Davidson	1 1/2			1960.
	Miss Mary L. Harding	none		Oct. 6/52	£1700.00

Number of Board Meetings held in 1952. Regular 10 Special 1

BOARD AND OFFICERS FOR 1953

(For Association Libraries Five Members may constitute a Board, but not more than Nine)

BOARD MEMBERS (State whether "Mr.," "Mrs.," or "Miss")	ORDINARY OCCUPATION	POST OFFICE ADDRESS	Number of Meetings Attended in 1952
1. Harry G. Simpson Mayor or Reeve	Retired	430 O'Connor Dr.	9
2. Mr. James Fletcher Chairman	Retired	266 Glenhurst Dr.	11
3. Mr. J. J. Buchanan		1014 Greenwood Ave.	11
4. Mr. S. Walter Steward	Insurance	21 Don Valley Dr.	10
5. Mrs. L. Garland		34 Wolveston Ave.	New member
6. Mrs. Linnison			
7.			
8.			
9.			
Dorothy S. Ashbridge Secretary	Librarian	1444 Queen St. E.	11
Dorothy S. Ashbridge Treasurer	Librarian	1444 Queen St. E.	11

COLLECTION AT END OF 1952

Adult classed books.....	6246
Adult fiction books.....	4695
Boys' and girls' books.....	
Total number of books in library.....	10941
Films	
Records	
Pictures (Approximate number).....	
Books discarded in 1952.....	450

CIRCULATION, 1952 Books or bound periodicals only

Adult classed books.....	43228
Adult fiction books.....	54521
Boys' and girls' books.....	
Total circulation of books for home use.....	97749
Reference books used in library (Approximate).....	700
Films loaned	
Records loaned	
Pictures loaned	
Does your library have Art Exhibits?.....	Handled 2 pictures during 1952

CERTIFICATE

We, the officials of the.....Public Library

do hereby certify that all statements herein contained are complete and true to the best of our knowledge, and that the provisions of the Act and Regulations respecting Public Libraries, as far as they apply to this Public Library, have been complied with; that the Annual Report and the foregoing Statement, compiled from the Secretary's and Treasurer's books, which have been examined, are true and correct for the year ended December 31, 1952.

(Signed)Chairman

(Signed)Treasurer or Secretary

ANNUAL REPORTS

All Public Libraries shall make their reports to December 31, 1952, and forward them to the Department of Education, not later than March 15, 1953. The Department cannot assure payment of grants on late reports.

PUBLIC LIBRARY ANNUAL REPORT For 1952	East York Public Library PUBLIC LIBRARY Post Office	NOTE The report to be prepared in duplicate. ONE COPY to be forwarded to: The Director of Public Library Service, Department of Education, 206 Huron St., Toronto, Ontario. THE OTHER to be retained by the Library.
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PROGRESS REPORT

Include here any special developments in the library during the year, such as alterations to building, establishment of film or record collection, publicity, etc. Also comment on trends in circulation.

The year just past has shown a steady increase in the number of people using the library and in the number of books borrowed. For the first time the library stayed open through August and the circulation for that month proved the service was appreciated.

The library has continued to send news of books and services to the local paper twice a month. Information about the library is also included in the Municipal Council's leaflet which appears about twice a year. Advertising cards were prepared towards the end of the year and were placed in the Hollinger Bus Lines' buses a free service due to the generosity of Mr. Hollinger. Other cards were to be placed in stores and public buildings after the New Year.

Three volumes of valuable local information were donated to the library by the Hollinger family at a social evening on the second anniversary of the library opening. These were bound volumes of the East York Weekly News covering the period 1929-1939.

The percentage of non-fiction books circulated has risen slightly, but the popularity of the different classes has remained about the same. Biography is the favourite, with technical books not far behind. Travel and history, art and literature and sports follow in approximately that order.

STATEMENT RE LEGISLATIVE GRANT

A.F. 19.52...

Library .. EAST YORKName and address of Sec'y. Miss Dorothy Ashbridge
833 Coxwell Ave.,
Toronto 6

Regulation	Expenditure	Grant
19 Adult classed books.....	\$.....	
Children's Books.....	_____	
Total of above.....	_____	
Adult fiction (45%).....	_____	
Bookbinding.....	_____	
Cards and stationery.....	_____	
Total of above.....	_____	
Grant earned on Reg. 19 @ 50%.....		\$.....
24 (2) Grant on municipal appropriation (% on per capita rate of).....		
22 Grant on reading room.....		
23 Grant on annual receipts.....		
20 Grant on certificates:		
"A" @ \$600	\$.....	
"B" @ 500 8 months	333.33	
"C" @ 300		
"D" @ 150		
"E" @ 100		
Total of above.....		333.33
25 (1) Grant on membership fees.....		
25 (2) Grant on municipal, township or county assistance (50%).....		
TOTAL GRANT EARNED		333.33
Net grant at 85 % pro rata		283.33
Deduct for Ontario Library Review		
27 Special Grant		
TOTAL GRANT RECOMMENDED		283.33
.....		
Director of Public Library Service		
..... July 17th, 1952		
Date passed for payment by Director		Date certified for payment

A cheque for the above amount
will be forwarded from the
Treasury Office.

STATEMENT RE LEGISLATIVE GRANT

A.F. 1952....

Library EAST YORK

Name and address of Sec'y. Miss Dorothy Ashbridge.....
833 Coxwell Ave., Toronto 6

Regulation	Expenditure	Grant
19 Adult classed books.....	\$.....	
Children's Books.....	_____	
Total of above.....	_____	
Adult fiction (45%).....	_____	
Bookbinding.....	_____	
Cards and stationery.....	_____	
Total of above.....	_____	
Grant earned on Reg. 19 @ 50%.....		\$..... 100.00...
24 (2) Grant on municipal appropriation (% on per capita rate of).....		
22 Grant on reading room.....		5.00...
23 Grant on annual receipts.....		
20 Grant on certificates:		
"A" @ \$600	\$.....	
"B" 1.1 1/3. @ 500 ... \$500 + 166.66	666.66...	
"C" @ 300		
"D" @ 150		
"E" @ 100		
Total of above.....		666.66...
25 (1) Grant on membership fees.....		
25 (2) Grant on municipal, township or county assistance (50%).....		
TOTAL GRANT EARNED		771.66...
Net grant at 85. % pro rata		655.91...
Deduct for Ontario Library Review		1.00...
27 Special Grant		
TOTAL GRANT RECOMMENDED		654.91...

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Director of Public Library Service.....
Date passed for payment by DirectorA cheque for the above amount
will be forwarded from the
Treasury Office......
Date certified for payment