

ANNUAL REPORT-1956

Year established

1950

Free or Association?

27.10

Public Library

POPULATION OF MUNICIPALITY

To be filled in by ALL LIBRARIES

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

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

Name of Country or District

Townships

69252

work

FINANCIAL STATEMENT

RECEIPTS		\$	c	DISBURSEMENTS		\$	c
Balance from report of 1955.....		1986	76	Adult Classed Books.....		8510	35
From Municipality, 1956.....		27077	44	Boys' and Girls' Books.....			
County grant paid in 1956.....				Adult Fiction Books.....		1698	53
Township grant paid in 1956.....				Periodicals and Newspapers.....		91	04
Regular Legislative grant, 1956.....		1640	66	Bookbinding (not repairing material).....		103	56
Special Legislative grant, 1956.....				New Equipment, Furniture, etc.....		1475	73
*Membership fees.....		416	20	Repairs to building and furniture.....		52	43
Fines, reserves, lost and damaged books.....		1784	59	Insurance.....		223	26
Received from debentures.....				Rent.....			
Other borrowed money.....				Light, heat and water.....		642	98
Other receipts itemized as follows:				Library cards and stationery.....		2004	13
<i>Sundry</i>		151	50	Cartage, express, etc.....			
<i>Duplicate Service</i>		289	72	Salaries { Librarians.....		11660	85
<i>Records</i>		255	77	{ Assistants.....		3999	82
				{ Janitor.....			
				{ Secretary.....			
				{ (if other than librarian)			
				Other expenditures as follows:			
				<i>Librarian</i>		196	52
				<i>Card Catalogue service</i>		1664	84
				<i>Duplicate Service</i>		268	51
				<i>General Administration</i>		1600	00
				<i>Miscellaneous</i>		1191	17
				<i>Records</i>		1341	44
				<i>Architectural fees</i>		100	00
				Cash on hand, Dec. 31, 1956.....		697	47
Total.....				<i>Bank's tally cash</i>			
* For association libraries or non-resident patrons of free libraries.		35602	64	Total.....		73609	84

ASSETS		\$	c	LIABILITIES		\$	c
Value of land.....		7226	45	Debentures		120000	
Value of building, if owned by library.....		36313	90	Bills payable.....		38794	
Value of furniture.....		5962	54	Other liabilities as follows:			
Value of books.....		7213	09	<i>Due to Partnership</i>		30	68
Endowment funds.....				<i>Capital Surplus</i>		10714	98
Cash on hand, Dec. 31, 1956.....		697	47	<i>Current Surplus</i>		278	85
Total.....		53412	45	Total.....		53412	45

Amount of insurance carried on books in library \$ 12,000.00

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 this grant was increased by \$65.40. being the principal + interest payable by the Township on the debenture debt.

HOURS LIBRARY IS OPEN EACH WEEK

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

Does library conform to a local weekly half holiday?

REGISTRATION

Number of members on register Dec. 31, 1956

	ADULTS	CHILDREN	TOTAL
Free Public Library	7740		7740
Association Public Library			

STAFF (Attach sheet if space below is insufficient)

	NAME	Total Years Experience in Library Work	Certificate of Librarianship (A, B, C, D, or E)	If appointed in 1956 give date	ANNUAL SALARY
Chief Librarian	Miss Dorothy S. Ashbridge	26 1/2	B		4450.00
Assistants	Mrs. Jeanne Hensch	7 1/2	B		3400.00
	Miss Janette Scumfield	22	A (E) (Eng.)		3000.00
	Mrs. Lilla Carpenter	3 1/2	B	Nov. 17, 1956	2987.00
	Mrs. Helen Koop	1 1/2	-		2167.00

Number of Board Meetings held in 1956. Regular 10 Special 2

BOARD AND OFFICERS FOR 1957

(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 1956
1. Mr. Jack R. Allen Mayor or Reeve		85 Lewis Rd. (16)	
2. Mr. J. J. Ashbridge Chairman		1014 Greenwood Ave. (16)	12
3. Mr. Lilla L. Blain	Insurance	92 Tingo Ave. (16)	
4. Mrs. J. J. Morgan	Housewife	48 Alder Rd. (16)	
5. Mr. Walter Stewart	Insurance	21 Don Valley Dr. (16)	11
6.			
7.			
8.			
9.			
Miss D. S. Ashbridge Secretary			12
Treasurer			

COLLECTION AT END OF 1956

Adult classed books.....

9985

Adult fiction books.....

5920

Boys' and girls' books.....

15905

Total number of books in library.....

Films

Records

Pictures (Approximate number).....

Books discarded in 1956.....

CIRCULATION, 1956 Books or bound periodicals only

Adult classed books.....

52027

Adult fiction books.....

53040

Boys' and girls' books.....

105067

Total circulation of books for home use.....

Reference books used in library (Approximate).....

900

Films loaned.....

Records loaned

Pictures loaned.....

Does your library have Art Exhibits?.....

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, 1956.

(Signed)

Chairman

(Signed)

Treasurer or Secretary

ANNUAL REPORTS

All Public Libraries shall make their reports to December 31, 1956, and forward them to the Department of Education, not later than March 15, 1957. The Department does not assure payment of grants on late reports.

PUBLIC LIBRARY ANNUAL REPORT For 1956	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.

A new venture for East York was the circulation of L.P. records which we began in March. Our primary objective was to build up a collection of the classics but we have also included musical comedies, drama, and poetry. It has proved a very popular addition to our library services and has attracted many new borrowers.

In order to acquaint newcomers with the situation of the library and its facilities a leaflet was prepared and, with the cooperation of the East York Water Revenue Department, distributed to each household. As our membership has risen this year we think this advertising has helped.

Since June the lending period has been extended experimentally to three weeks and while the circulation appears less, over 900 more books were in the hands of borrowers this year when the annual overnight count was made.

The circulation of fiction has continued to decrease while non-fiction has risen. There was a very large increase in biography circulated, followed by substantial increases in technical books, drama, travel, art and poetry -- in that order.



ONTARIO

DEPARTMENT OF EDUCATION

STATEMENT OF PUBLIC LIBRARY LEGISLATIVE GRANT FOR 19-~~56~~

NAME OF LIBRARY: EAST YORK TOWNSHIP

FREE
ASSOCIATION

X

NAME AND ADDRESS OF SECRETARY: Miss Dorothy Ashbridge,

833 Coxwell Ave., Toronto 6

REGULATION
REFERENCE

EXPENDITURE

GRANT EARNED

Reg. 20	ADULT CLASSED BOOKS	\$		
	CHILDREN'S BOOKS	\$		
	TOTAL OF ABOVE	\$		
	ADULT FICTION: (NOT TO EXCEED 45% OF EXPENDITURE FOR NON-FICTION BOOKS)	\$		
	BOOKBINDING CARDS & STATIONERY	\$		
	TOTAL	\$		
	GRANT ON ABOVE; 50% of \$		\$	
Reg. 21	CERTIFICATES HELD:			
	"A" _____ @ \$600	\$		
	"B" _____ @ \$500	\$		
	"C" _____ @ \$300	\$		
	"D" _____ @ \$150	\$		
	"E" _____ @ \$100	\$		
	TOTAL AMOUNT FOR CERTIFICATES HELD:		\$	
Reg. 25	GRANT ON MUNICIPAL APPROPRIATION:% ON RATE PER CAPITA OF \$.....		\$	
Reg. 26 (1)	GRANT ON MEMBERSHIP FEES:		\$	
Reg. 26 (2)	GRANT ON MUNICIPAL, TOWNSHIP OR COUNTY ASSISTANCE:		\$	
REG. 28	SPECIAL GRANT (IF APPLICABLE)		\$	
	TOTAL GRANT		\$	1,641 66
	NET GRANT PAYABLE PRO RATA% OF TOTAL ABOVE	Amount paid ...	\$	1,608 82
	LESS DEDUCTION FOR ONTARIO LIBRARY REVIEW		\$	
	TOTAL GRANT RECOMMENDED		\$	32 84

CERTIFIED CORRECT AND IN ACCORDANCE WITH
REGULATIONS.

.....
Director of Public Library Service

.....
Date Certified for Payment

.....
Date Passed for Payment by Director



DEPARTMENT OF EDUCATION

STATEMENT OF PUBLIC LIBRARY LEGISLATIVE GRANT FOR 1956.

NAME OF LIBRARY: EAST YORK TOWNSHIPFREE
ASSOCIATION☒NAME AND ADDRESS OF SECRETARY: Miss Dorothy Ashbridge,833 Coxwell Ave., Toronto 6REGULATION
REFERENCE

EXPENDITURE

GRANT EARNED

Reg. 20	ADULT CLASSED BOOKS	\$		
	CHILDREN'S BOOKS	\$		
	TOTAL OF ABOVE	\$		
	ADULT FICTION: (NOT TO EXCEED 45% OF EXPENDITURE FOR NON-FICTION BOOKS)	\$		
	BOOKBINDING	\$		
	CARDS & STATIONERY	\$		
	TOTAL	\$		
	GRANT ON ABOVE; 50% of \$		\$	100 00
Reg. 21	CERTIFICATES HELD:			
	"A" @ \$600	\$		
	"B" <u>3-1/12</u> @ \$500	\$	<u>1,541</u>	<u>66</u>
	"C" @ \$300	\$		
	"D" @ \$150	\$		
	"E" @ \$100	\$		
	TOTAL AMOUNT FOR CERTIFICATES HELD:		\$	<u>1,541 66</u>
Reg. 25	GRANT ON MUNICIPAL APPROPRIATION: % ON RATE PER CAPITA OF \$		\$	
Reg. 26(1)	GRANT ON MEMBERSHIP FEES:		\$	
Reg. 26(2)	GRANT ON MUNICIPAL, TOWNSHIP OR COUNTY ASSISTANCE:		\$	
Reg. 28	SPECIAL GRANT (IF APPLICABLE)		\$	
	TOTAL GRANT		\$	<u>1,641 66</u>
	NET GRANT PAYABLE PRO RATA <u>98</u> % OF TOTAL ABOVE		\$	<u>1,608 82</u>
	LESS DEDUCTION FOR ONTARIO LIBRARY REVIEW		\$	<u>1 00</u>
	TOTAL GRANT RECOMMENDED		\$	<u>1,607 82</u>

CERTIFIED CORRECT AND IN ACCORDANCE WITH
REGULATIONS.

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

Director of Public Library Service

Date Certified for Payment

Date Passed for Payment by Director



ONTARIO

DEPARTMENT OF EDUCATION

Public Libraries Branch,
206 Huron St.,
Toronto, Ontario.

Aug. 29, 1956.

To the Secretary,
The Public Library Board.

Dear Sir:

It is with pleasure that I am able to tell you that, additional funds having been made available by Treasury, we are now able to bring the payment of library grants up to 100%.

Your cheque is enclosed.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Angus Mowat".

(Angus Mowat)
Director of Public Library Service.