

# ANNUAL REPORT - 1935

If incorporated, state whether city, town or village:	Public Library		Free or Association?
If unincorporated settlement or police village, state township:	Year established	County	Population of Community

## FINANCIAL STATEMENT

RECEIPTS		EXPENDITURES	
Balance from report of 1934.....	34 06	Books—Adult Classed.....	18 51 97
From Municipality, 1935.....	24 84 74	Juvenile.....	92 42
County grant paid in 1935.....		Adult Fiction.....	20 2 28
Township grant paid in 1935.....		Periodicals.....	67 00
Legislative grant paid in 1935.....	193 72	Binding and book repair.....	56 60
*Membership fees.....	135 90	New equipment.....	
Fines, reserves, lost and damaged books.....	70 92	Repairs to building and furniture.....	14 24
Received from sale of books.....		Insurance.....	132 00
Received from sale of periodicals.....		Rent.....	
Received from debentures.....		Light, heat, water.....	25 0 65
Other borrowed money.....		Librarian.....	1080 00
Other receipts itemized as follows:		Assistants.....	600 00
Local Council Women.....	90 00	Salaries or Wages.....	240 00
Indian Auxiliary Boys' Club.....	5 00	Janitor.....	46 00
Western C. C. Club.....	3 00	Secretary (if other than librarian).....	69 50
		Stationery, supplies.....	10 41
		Other expenditures as follows:	10 54
		Taxes.....	8 40
		Canteen & other supplies.....	
		Cash on hand, Dec. 31, 1935.....	
Total.....	3099 34	Total.....	3089 06

\* For association libraries or non-resident patrons of free libraries.

ASSETS		LIABILITIES	
Land.....		Debentures.....	
Building.....		Bills payable.....	
Furniture.....		Other liabilities as follows:	
Books.....		Overdraft.....	71 72
Endowment funds.....			
Cash on hand, Dec. 31, 1935.....			
Total.....		Total.....	

## BOOKS AND SUPPLEMENTARY MATTER

CLASSES	INVENTORY PREVIOUSLY REPORTED		VOLUMES* ADDED DURING 1935		VOLUMES† WITHDRAWN IN 1935		VOLUMES IN LIBRARY DECEMBER 31, 1935		CIRCULATION, 1935	
	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile
000—General, Periodicals.....	124		3		14		113		194	
100—Philosophy.....	123		6		2		127		842	
200—Religion.....	170		11		1		180		768	
300—Sociology.....	201		2				203		718	
500—Natural Science.....	227				20		247		783	
600—Useful Arts.....	212		10				222		874	
700—Fine Arts.....	138		7				145		779	
800—Literature, Philology.....	299		17		3		613		1662	
900—History.....	207		4		1		510		1067	
910—Travel.....	203		30		2		238		1976	
B or 920—Biography.....	430		23		19		434		1426	
Total—Non-Fiction.....	3237	1187	113	41	62	34	3322	1194	11093	6845
Fiction.....	4570	1793	340	60	304	100	4561	1748	33294	11146
Total Books.....	7807	2970	458	106	419	134	7886	2942	44387	17991
Pamphlets, clippings.....	269									
Files of pictures, maps.....										

\* Comprised as follows:

Purchase..... 336

Gifts..... 28

Bound Periodicals..... 8

Total added..... 364

† Comprised as follows:

Lost..... 3

Sold.....

Discarded..... 550

Total withdrawn..... 553

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

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

	CIRCULATING DEPT.	CHILDREN'S DEPT.	REFERENCE DEPT.	READING ROOMS
Monday.....	From 2.30 P.M. To 4.15 P.M.	From..... To.....	From..... To.....	From..... To.....
Tuesday.....	From 2.30 P.M. To 4.15 P.M.	From..... To.....	From..... To.....	From..... To.....
Wednesday.....	From 2.30 P.M. To 4.15 P.M.	From..... To.....	From..... To.....	From..... To.....
Thursday.....	From..... To.....	From..... To.....	From..... To.....	From..... To.....
Friday.....	From..... To.....	From..... To.....	From..... To.....	From..... To.....
Saturday.....	From..... To.....	From..... To.....	From..... To.....	From..... To.....

Service given on statutory holidays?

Reduction in service, if any, during summer months.

Reduction in service, if any, during summer months. Closed for 4 weeks vacation  
 Patrons save the books. Repairs and arrange cleaning during  
 this period.

### REGISTRATION OF BORROWERS OR MEMBERS

PAID FOR—						FREE		ASSOCIATION	
	DAILY	WEEKLY	MONTHLY	QUARTERLY	TOTAL	Number of borrowers on register, December 31, 1935:		Number of members on register, December 31, 1935:	
British Isles.....		1	2		3	(a) Over 15 years of age.		(b) Under 15 years of age (See Sec. 54, Public Libraries Act)	
Canada.....	2	3 and 12 weekly	1		7				
United States.....	1		3 and 12 monthly		10	3277			
Other countries.....						Date of last revision of registration:		Total.....	
Total.....	3	3'	12		20			Other patrons (See Sec. 57 Public Libraries Act)	
Donated.....	1	1			2	December 1935			

Amount of insurance carried on books and periodicals, \$..... Expires.....

**PERSONNEL, EXPERIENCE AND QUALIFICATIONS OF STAFF** (Attach sheet if space below is insufficient)

		•	NAME	TOTAL YEARS' EX- PERIENCE	CERTIFICATES OF QUALIFICATION Give number and date
Chief Librarian					
Assistant Librarian					
"	"				
"	"				
"	"				

\*Insert letter C before the name of the assistant in charge of children's work.

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**BOARD AND OFFICERS FOR 1935** (For Association Libraries 5 Members may constitute a Board)

BOARD MEMBERS		•	ORDINARY OCCUPATION	POST OFFICE ADDRESS
1.....	Chairman			
2.....	Member	B	39 Council st.	
3.....	Member			
4.....	Member			
5.....	Member			
6.....	Member			
7.....	Member			
8.....	Member			
9.....	Mayor (Ex-officio, if Free Pub. Lib.)			
		• Insert letter "B" after the name of the Book Selection Committee's Chairman.		
Secretary				
Treasurer				
Number of Board Meeting held during 1935: Regular <u>9</u> Special <u>1</u> Day of Meetings <u>First Tuesday 9 P.M.</u>				
If a board member acts as secretary or treasurer, repeat the name. Always state whether "Mr.," Mrs., or "Miss." For clergyman, give denomination.				

## DECLARATION

This declaration shall be made before a Justice of the Peace, a Commissioner, a Notary Public, a Barrister or Lawyer, a Head of Municipal Council, Clerk, Reeve or Deputy Reeve of Municipality.

The undersigned officials of ..... Public Library

do solemnly declare 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 and Reading Rooms, 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 and audited, are true and correct for the year ending December 31, 1935, that all books reported as purchased have been received by the Librarian and have been properly stamped, labelled and shelved; that the expenditure reported by the Board of Management for books and periodicals for 1935 and bookbinding, upon which this Public Library seeks to qualify for a Legislative grant, was not made with borrowed money or by promissory notes, or in any other way than by cash only, and we make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of The Canada Evidence Act.

(Signed) ..... Chairman.

(Signed) ..... Treasurer or Secretary.

Declared before me in the ..... of ..... in the County of .....  
this ..... day of ..... 1936.

The Space Below is for Departmental Use Only.

### STATEMENT FOR LEGISLATIVE GRANT

ITEMS			GRANT BASED ON		GRANT RECOMMENDED	
Books—Adult Classed.....						
Juvenile.....						
Adult Fiction.....						
Bookbinding.....						
Periodicals, Magazines, Newspapers.....						
Less sold.....						
Grant on Reading Room.....						
Grant on Annual Receipts.....						
Grant on Librarian's Certificate.....						
Total.....						
Deduct for Library Review.....						
Net Grant Recommended.....						

.....  
Inspector of Public Libraries.

AUTHORITY FOR PAYMENT

DATE CREDITED FOR PAYMENT

ANNUAL REPORTS

As provided in Regulations 10 and 11, all Public Libraries shall make up their reports to December 31, 1935, and forward them to the Department of Education, not later than March 15, 1936 with invoices and vouchers showing expenditures for books, periodicals and bookbinding paid for between January 1 and December 31, 1935.

All Public Libraries desiring to qualify for Legislative Grants should procure, at the time of making purchase of books and periodicals, receipted, detailed accounts in duplicate on the forms printed for the purpose. One copy of each receipted invoice must be forwarded with the Annual Report to the Department of Education; the duplicate copies of Annual Report and of receipted Invoices should be kept on file by the Secretary of the Library Board. Invoice Forms, Blue, Red, White and Green, can be obtained from the Inspector of Public Libraries.

<div>PUBLIC LIBRARY ANNUAL REPORT For 1935</div>	<div>PUBLIC LIBRARY</div> <div>Post Office</div>	<div>DUPLICATE COPY To be retained by the Library.</div>	
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