

ANNUAL REPORT - 1937

If incorporated, state whether city, town or village: <u>Town</u>	<u>Weston</u> County <u>Yuel.</u>	Free or Association? <u>Xmas</u>
If unincorporated settlement or police village, state township:	Year established <u>1808</u>	Population of Community <u>?</u>

FINANCIAL STATEMENT

RECEIPTS			EXPENDITURES		
Balance from report of 1936	<u>82</u>	<u>40</u>	Books—Adult Classed	<u>108</u>	<u>38</u>
From Municipality, 1937	<u>251</u>	<u>00</u>	Juvenile	<u>150</u>	<u>66</u>
County grant paid in 1937			Adult Fiction	<u>133</u>	<u>25</u>
Township grant paid in 1937			Periodicals	<u>64</u>	<u>00</u>
Legislative grant paid in 1937	<u>185</u>	<u>12</u>	Bookbinding	<u>47</u>	<u>76</u>
*Membership fees	<u>09</u>	<u>00</u>	Cataloguing supplies	<u>6</u>	<u>15</u>
Fines, reserves, lost and damaged books	<u>73</u>	<u>34</u>	New equipment		
Received from sale of books			Repairs to building and furniture	<u>34</u>	<u>95</u>
Received from sale of periodicals			Insurance		
Received from debentures			Rent 40 <u>34</u>	<u>34</u>	<u>01</u>
Other borrowed money			Light, heat, water	<u>176</u>	<u>60</u>
Other receipts itemized as follows:			Librarian	<u>1080</u>	<u>00</u>
			Salaries or Wages	<u>600</u>	<u>00</u>
			Assistants	<u>244</u>	<u>00</u>
			Janitor	<u>20</u>	<u>00</u>
			Secretary	<u>46</u>	<u>26</u>
			(if other than librarian)	<u>12</u>	<u>82</u>
			Stationery, supplies	<u>56</u>	<u>87</u>
			Other expenditures as follows:	<u>10</u>	<u>00</u>
			<u>Miscellaneous</u>	<u>12</u>	<u>82</u>
			Cash on hand, Dec. 31, 1937	<u>10</u>	<u>00</u>
			<u>By cash</u>	<u>10</u>	<u>00</u>
Total	<u>2914</u>	<u>86</u>	Total	<u>2914</u>	<u>86</u>

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

ASSETS			LIABILITIES		
Land	<u>2000</u>	<u>00</u>	Debentures		
Building	<u>1000</u>	<u>00</u>	Bills payable		
Furniture	<u>700</u>	<u>00</u>	Other liabilities as follows:		
Books	<u>7500</u>	<u>00</u>			
Endowment funds					
Cash on hand, Dec. 31, 1937	<u>22</u>	<u>82</u>			
Total	<u>20222</u>	<u>82</u>	Total		

BOOKS AND SUPPLEMENTARY MATTER

CLASSES	INVENTORY PREVIOUSLY REPORTED		VOLUMES* ADDED DURING 1937		VOLUMES† WITHDRAWN IN 1937		VOLUMES IN LIBRARY DECEMBER 31, 1937		CIRCULATION, 1937	
	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile	Adult	Juvenile
000—General, Periodicals	<u>113</u>		<u>1</u>				<u>114</u>		<u>230</u>	
100—Philosophy	<u>128</u>		<u>6</u>				<u>134</u>		<u>713</u>	
200—Religion	<u>170</u>		<u>3</u>				<u>178</u>		<u>812</u>	
300—Sociology	<u>203</u>		<u>5</u>				<u>208</u>		<u>664</u>	
500—Natural Science	<u>238</u>		<u>2</u>		<u>3</u>		<u>237</u>		<u>802</u>	
600—Useful Arts	<u>227</u>		<u>9</u>		<u>4</u>		<u>235</u>		<u>802</u>	
700—Fine Arts	<u>147</u>		<u>4</u>				<u>151</u>		<u>498</u>	
800—Literature, Philology	<u>627</u>		<u>19</u>		<u>3</u>		<u>643</u>		<u>1444</u>	
900—History	<u>506</u>		<u>13</u>		<u>3</u>		<u>516</u>		<u>932</u>	
910—Travel	<u>540</u>		<u>18</u>		<u>1</u>		<u>557</u>		<u>2061</u>	
B or 920—Biography	<u>446</u>		<u>35</u>				<u>481</u>		<u>1652</u>	
Total—Non Fiction	<u>3350</u>	<u>1139</u>	<u>114</u>	<u>56</u>	<u>11</u>	<u>74</u>	<u>3454</u>	<u>1121</u>	<u>11008</u>	<u>6828</u>
Fiction	<u>4332</u>	<u>1731</u>	<u>283</u>	<u>79</u>	<u>273</u>	<u>90</u>	<u>4543</u>	<u>1720</u>	<u>30256</u>	<u>9770</u>
Total Books	<u>7882</u>	<u>2870</u>	<u>398</u>	<u>135</u>	<u>284</u>	<u>164</u>	<u>7996</u>	<u>2841</u>	<u>41264</u>	<u>16598</u>
Pamphlets, clippings	<u>301</u>								<u>4801</u>	
Files of pictures, maps	<u>no adequate file</u>								<u>3402</u>	
							Circulation, Reference Books			
							Circulation, Unbound Magazines			

* Comprised as follows:

Purchase 227

Gifts 6

Bound Periodicals 8

Total added 564

† Comprised as follows:

Lost 4

Sold

Discarded 444

Total withdrawn 448

[illegible]

1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26

100

The diagram illustrates a two-stage process. Stage 1 is labeled 'Pre-Test' and includes 'Pre-Test Results' and 'Pre-Test Feedback'. Stage 2 is labeled 'Post-Test' and includes 'Post-Test Results' and 'Post-Test Feedback'. A 'Transition' box connects the 'Pre-Test' and 'Post-Test' stages. A 'Feedback' box connects the 'Pre-Test Feedback' and 'Post-Test Feedback' stages. The 'Pre-Test' and 'Post-Test' are also connected by a 'Transition' box.

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Statutory holidays:

PERIODICALS

D.

2

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total	
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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REGISTRATION

FREE**FREE**Number of born
register, DecemberNumber of born
register, December

3804

3804

Date of last re
registration:

Date of last re
registration:

Dec 29.1

Amount of insurance carried on books and periodicals, \$ 4600.00

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	*	<i>Arthur C. Greeley</i>	<i>18</i>	<i>Honors in Librarianship - Albany School 1919</i>
Assistant Librarian		<i>John White</i>	<i>9</i>	<i>Honors in Librarianship</i>
"	"			
"	"			
"	"			

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

BOARD AND OFFICERS FOR 1938

(For Association Libraries 5 Members may constitute a Board. See Section 58, Public Libraries Act)

BOARD MEMBERS		ORDINARY OCCUPATION	POST OFFICE ADDRESS
1. Dr. D. C. Ross	Chairman	dentist	744 1st St.
2. Mr. A. P. Campbell	Member	P. S. Inspector	190 2nd St.
3. Mrs. W. M. Wilkie	Member		36 7th St.
4. Mrs. Helen Brown	Member	High School Teacher	Madison Ave.
5. Mr. J. M. Paton	Member		Main St. - near 7th St.
6. Miss R. Y. Savage	Member		Pharmacia Ave.
7. Mr. Linder	Member		Main St. - near 7th St.
8. Mr. Simpson	Member		
9. Mr. Geo B. Rine	Mayor (Ex-officio, if Free Pub. Lib.)		
		* Insert letter "B" after the name of the Book Selection Committee's Chairman.	
Mr. S. A. Smith	Secretary		3 1/2 1st Ave.
Mr. S. A. Smith	Treasurer		3 1/2 1st Ave.

(For Free Public Libraries. See Section 25, Public Libraries Act)

Number of Board Meetings held during 1937: Regular 10 Special _____ Day of Meetings First Tuesday.

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 the Weston 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, 1937, 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, periodicals and bookbinding for 1937, 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) [Signature] Chairman.

(Signed) [Signature] Treasurer or Secretary.

Declared before me in the Town of Weston of York in the County of York

this 15th day of March 1938.

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				
Materials for Cataloguing				
Periodicals, Magazines, Newspapers				
Less sold				
Grant on Reading Room				
Grant on Annual Receipts				
Grant on Librarian's Certificate				
Total				
Deduct for Ontario Library Review				
Net Grant Recommended				

Inspector of Public Libraries.

DATE PASSED FOR PAYMENT BY INSPECTOR

DATE CERTIFIED FOR PAYMENT

ANNUAL REPORTS

As provided in Regulations 10 and 11, all Public Libraries shall make up their reports to December 31, 1937, and forwarded them to the Department of Education, not later than March 15, 1938, with invoices and vouchers showing expenditures for books, periodicals and bookbinding paid for between January 1 and December 31, 1937.

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.

PUBLIC LIBRARY ANNUAL REPORT

For 1937

PUBLIC LIBRARY

Post Office

DUPLICATE COPY

To be retained
by the Library.

Regulations Governing Grants to Public Libraries

(1) The annual grants to public libraries, branch public libraries, and reading-rooms, shall be appropriated from funds appropriated for the purpose as hereinafter provided:

(2) Not more than fifty per cent. of the expenditure on books, bookbinding and approved materials for classifying and cataloguing and supplies for an approved loan system, but no grant may be paid on any expenditure on works of fiction that exceeds forty-five per cent. of the amount expended on books, bookbinding and approved materials, and the sum of one hundred dollars to any one library.

(3) Not more than fifty per cent. on expenditures for periodicals and newspapers, and such grant shall not exceed fifty dollars to any one library.

(4) a. Five dollars if a reading-room has been kept open at least two hours a day for three days a week.
b. Ten dollars if a reading-room has been kept open at least three hours a day for six days a week.

(5) The Minister may authorize the payment of the following:

a. Five dollars to a public library whose receipts for the year were less than twenty-five dollars.

b. Ten dollars to a public library whose receipts for the year were more than twenty-five dollars and less than one hundred dollars.

c. Fifteen dollars to a public library whose receipts for the year were more than one hundred dollars and less than two hundred dollars.

d. Twenty dollars to a public library whose receipts for the year were more than two hundred dollars and less than five hundred dollars.

e. In case deserving of special consideration the Minister may authorize the payment of a special grant to the board of a public library in a community of less than two thousand inhabitants.
f. Fifty dollars to a public library or branch public library in a municipality of fewer than 100,000 population where a librarian or assistant is employed, and where a certificate of qualification from the Ontario Library School, or its equivalent as recognized by the Minister.

(6) The Minister may pay a grant to a public library board that enters into a contract with the Department of Education to furnish facilities for practice work, and other privileges, with or without class-room accommodation, for a training school for librarianship.

a. The Minister may pay a special grant, not to exceed one hundred dollars, to the board in any community of less than two thousand inhabitants, to defray the expenses of a public library under Part of The Public Libraries Act, 1930, and the appointment may be made immediately after the appointment of the board, and on receipt of an agree-

ment signed on behalf of the board that the full amount of the grant will be expended on books, the selection to be approved by the Minister.

b. In apportioning grants the term "fiction" shall not apply to books properly classifiable as children's books.

c. A reading-room to qualify for a grant shall be provided regularly with at least ten publications, exclusive of gifts, six of which must be furnished daily or weekly newspapers, or weekly or monthly periodicals or any other list of publications approved by the Minister.

d. All numbers of periodicals upon which a grant is to be claimed or to be paid shall be kept in the library for at least twelve months after the date of publication.

e. Every board shall insure its library's books for an amount not less than the sum of the Legislative grants for the last ten preceding years.

(7) No grant may be paid on expenditures from money obtained as insurance or from money obtained from the sale of books or periodicals.

(8) Branch libraries acknowledged as such by the Minister shall be considered as separate public libraries for the purpose of the payment of grants.

(9) To qualify for a regular grant an association public library in a village or town must have at least fifty members, a police village or a rural district at least thirty members.

(10) Every board shall submit the required annual report or reports by the time specified on the report form unless extension of time has been granted in writing.

(11) Receipted copies of invoices of the books and periodicals and of receipts for bookbinding shall be enclosed with the annual reports of libraries expending less than one thousand dollars for books and less than two hundred dollars for periodicals and newspapers.

(12) If the amount voted by the Legislature for public libraries is insufficient to meet the requirements under the foregoing Regulations to libraries reporting by the required time, the Minister, may make a pro rata reduction, and if there is a balance left over the Minister may pay grants to other public libraries in the order in which their reports are received in correct form, and should the fund become exhausted, libraries reporting thereafter shall be disqualified from receiving payment for the year.

(13) Should a board perform an act that may reasonably be considered as conducive to inferior library service, or unnecessarily continue to maintain a condition opposed to the best interest of a public library, part or all of the total grant due at the time or next payable may be withheld.

(14) All Regulations heretofore in force pertaining to grants to public libraries are repealed.