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STATE LIBRARY OF OHIO
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COLUMBUS, OHIO 43215

STATE OF OHIO

REPORT OF THE STATE LIBRARIAN

FOR THE YEAR ENDING

DECEMBER 31, 1934

REFERENCE

Section 154-51 of the Ohio General Code created a state library board in the department of education of Ohio. This board appoints a state librarian, who, under the direction and supervision of the board is to be the head of the library service of the state. The Brookings Institute has been consistent in recommending a strong state library agency to be placed in the state education department. In Ohio this has been in effect for a number of years.

Libraries are an essential part of the public education machinery of the state, and education is now recognized as being a matter of vital state concern rather than pure local concern. Public libraries, as a means of education, are a necessary and important part of good government. Time finds more and more public libraries looking to the state for advice and help as have the schools of the various local governments looked to the state for assistance.

The vast differences of property resources in the various municipalities and counties of the state cause a vast dissimilarity in the library facilities and services of the various communities. For this reason, the state library, as a part of its services as a function and department of the state government, attempts to equalize the library facilities of Ohio. By the use of its own facilities and resources the state library is effective in supporting the public library system and in those counties where there are no public libraries, the state library is the only public book supplying agency. Realizing that there

are probably no other institutions which will play as great a part in preparing man's minds for great economic changes as libraries, the state library endeavors to use its facilities in a manner as to present the best service to the greatest number of people. In order to carry out this aim the following program was put into effect for the year 1934:

1. Advisory service to public libraries.
2. Organizing service to public libraries.
3. Promoting county library service.
4. Encouragement of local governments to adequately provide for existing libraries.
5. State wide publicity for library promotion.
6. Library service for state institutions.
7. Providing supplementary book service to schools, communities, and clubs.
8. Direct book service by mail to people without local library service.
9. Comprehensive survey of library conditions in Ohio.

At the first of the year 1934, internal conditions of the state library were such as to make it ineffective in the performance of its part as a unit of the state government. Rare and valuable books were unprotected and unguarded, useless routine slowing up progress, no members of the staff were capable of giving assistance and advice to public libraries, book collections loaned were ill chosen and often borrowing organizations paid transportation charges for material they could not use. Records of a public nature and interest were in such condition as to be useless. Corrective measures have been applied, for example, during 1934, a specially constructed vault was built for the rare books and an efficient system of internal check was installed. Trained and experienced members of the staff select the books going to make up collections to be loaned.

The book resources of the state library are estimated to be approximately 600,000 volumes. Due to policies of past administrations the exact figure is not known. A supervised inventory is being taken so that the exact number of volumes may be known and an accurate record be made. During 1934, 5989 books were catalogued and placed in the library for the use of Ohio residents.

As a source of direct information to state departments and residents of the state, the reference department has filled an important part. Official requests for material from state departments has been constant and it has become almost a byword between employees of other state departments, when they seek informative material to remark, "the library will know." In 1934, the reference division had 11,615 persons visit this department to secure technical, scientific and genealogical information. In former years the reference division contained many current periodicals which were of valuable aid but was forced to discontinue this due to insufficient funds. If appropriations were sufficient, 500 periodicals should be subscribed for as was done in former years. Of the 11,615 persons using directly the services of the reference division in 1934, more than two thirds of this number were from outlying districts of the state. Such visitors are given every possible consideration but in order to serve the people best, new material should be added continuously.

For purposes of this report the book lending divisions of the state library are divided into two sections; state service and traveling

page 3.

Library service. The traveling library loans collections of books ranging from 50 to 500 volumes to schools, clubs, institutions, granges and communities. The requesting school or organization guarantees the safety and return of the collection and pays full transportation charge thereon. The state service mails and loans books directly to individuals, (who must be Ohio residents) libraries and groups. From every part of Ohio requests are received for material that the local library does not have or cannot purchase, requests from children in localities where there are no public libraries. A twenty-four hour maximum range of service is in effect in the state service division. No longer period than twenty-four hours is permitted to lapse from the time requests are received until the material is on its way by mail or parcel post to the applicant. With a small staff and increased demand it is at times difficult to maintain such high standard of service as the state service divisions are called upon to perform. The following table presents the comparative circulation of the two book lending divisions for the years 1929 - 1934.

Book Circulation
by
Lending Divisions
1929 - 1934

<u>Year</u>	<u>State Service</u>	<u>Traveling Library</u>	<u>Total</u>
1929	22,483	62,180	84,663
1930	31,679	68,000	99,679
1931	44,983	52,055	97,038
1932	51,829	41,876	93,705
1933	36,243*	31,542	67,785
1934	59,195	109,125	168,320

* State Service was not available for three months of 1933. During this time library was transferred to new building.

The traveling library division of the state library has been in operation since 1896. It has had an accelerated growth reaching an all time high in 1934. Table I, page 11, of this report, shows the distribution by counties of collections loaned in 1934. If the readers of this brief report could visit the stacks of the traveling library division and see the depleted reserves of this division, it would present more clearly the tremendous demand of the people of Ohio for services rendered by the state library, than any figures. The empty shelves and unequal book stocks are plain and tangible evidence of the work performed to give to the people the full measure of service that should be given by a public supported institution.

In all divisions of the state library, the demand has exceeded the supply. For several years no new books were purchased, the stock of books on hand depreciated at a higher rate than in public libraries because of the high circulation per volume. By use of a statistical survey the "turnover" on books loaned by the traveling library was determined to be between six and eight per volume. This means, that each volume loaned is read approximately six times before being returned to the library. Depreciation of books necessarily causes repairs and binding expenses in order to maintain present book assets in a circulating condition. If funds were available to complete the book stock additional service could be rendered to the many applicants for service who were notified that due to insufficient funds it was impossible to comply with their petitions. Table I, page 11, presents the number of unfilled requests for traveling libraries.

While the state library has been called upon and reached a new peak of services rendered in 1934 far beyond that of any other year, appropriations have steadily declined. From the following table it is obvious that the maximum of efficiency and utilization of resources were necessary to carry out and partially meet the heavy demand on the department.

Appropriation and Book Circulation
1929 - 1934

<u>Year</u>	<u>Appropriation</u>	<u>Circulation</u>
1929	\$ 81,095.00	84,663
1930	91,701.00	99,679
1931	50,197.25	97,038
1932	41,880.00	93,705
1933	25,041.38	67,785
1934	25,405.75	168,320

Expenses for personal services and maintenance costs were kept to a minimum. The heavy demand caused extra duties on a decreased personnel. Salaries for clerical and technical employees are far below that of other state departments and in other state libraries throughout the United States. There are no members on the staff who have not had college or university training. In the following table it is apparent that multiple duties and coordination of activities were required to carry out the performances of the department.

Expenditures for Personal Services
and
Number of Employees
1929 - 1934

(Does not include Legislative Reference Department)

<u>Year</u>	<u>Expenses for</u> <u>Personal Services</u>	<u>Number of Employees</u>		<u>Total</u>
		<u>Full Time</u>	<u>Part Time</u>	
1929\$46,240.00	30	13	43
1930 62,595.00	26	21	47
1931 36,475.00	16	2	18
1932 25,047.32	16	--	16
1933 18,459.38	13	2	15
1934 19,000.24	13	5	18

Exclusive of the two book lending divisions and the reference division, the state library has many other duties. Advice to existing public libraries is considered one of the department's foremost duties. The law requires the state library board to give such advice and assistance to public libraries and to persons interested in establishing new libraries. The legal and technical questions relating to library organization are of utmost importance. The establishment by a local government of a new branch of service such as a public library raises many questions which are referred to the state library. Among such questions are those involving finance, legal and technical decisions. In advising interested parties as to the ways and means of library organization, the state library must consider long term tendencies and the financial position of the establishing community.

In former years the public libraries of Ohio were maintained and provided for from general property taxes. At the present time approximately 90% of the library organizations are receiving their support from the classified property tax receipts raised within their respective county. The smaller libraries are generally located in counties where intangible tax returns are less and therefore the total tax collections are insufficient to provide for libraries, municipalities and the county as is provided for in the distribution of this tax. In order to remedy the public library situation, the state library after a careful and accurate survey and analysis has proposed a plan whereby "state aid" would be granted the smaller libraries. Such grants would not be so large as to paralyze local effort but the moral value of such grants are often greater than the mere financial. They enable the state to exercise a certain supervision over library matters such as fixing the minimum of library service. Such a plan tends to equalize the financial resources of the state whereby enabling a less wealthy county to get a service more nearly equal to those counties with more wealth. A bill incorporating this plan is to be introduced and submitted to the legislature when it convenes in January, 1935. (For full details of this proposal see "A Proposed Plan for State Aid to Public Libraries.")

Operating with a reduced staff and depleted book resources, the state library during 1934, exerted every effort to fill its proper place as an instrumentality of the state. Regarded as the first and

foremost library of the state it is difficult with small appropriations, to meet the requirements placed upon it by law and by the increasing demands of the people. A concentrated effort has been made to have the department, coming as it does into direct contact with thousands of Ohio residents, represent and exemplify the functions of the state government. To many Ohio residents their only contact with any branch of the state government has been through the state library. Other states adequately provide for their state libraries as may be seen by the following comparison of state library appropriations for 1934:

<u>State</u>	<u>Population Served</u>	<u>Appropriation 1934</u>
Illinois	7,630,654	\$155,930.00
Ohio	6,646,697	25,405.75
California	5,677,251	130,444.00
Michigan	4,842,325	42,346.00
Massachusetts	4,249,614	52,666.00

Serving as it does, public libraries, schools, clubs, granges, homes and individuals by its free lending state service divisions, traveling library, reference division, and public document division, the state library is in a seriously handicapped position because of inadequate and unproportionate appropriations. To summarize the duties of the department:

To Libraries:

Books to supplement public libraries, works for the establishment of libraries in counties and localities where they are non-existent and can be afforded. Helps in book selections and distributes lists of the best books. Visits libraries for the purpose of giving advice and information, collects and publishes statistics for the use of state tax authorities and library trustees.

To Schools:

Are loaned collections of books, readings, recitations, plays and other material. Issues book lists for teachers guidance in helping pupils. Aids school librarians by informative advice.

To Clubs, Granges and other Groups:

Lends outlines for study as well as book collections, periodicals, etc.

To Homes and Individuals:

Are loaned lists of good books for children, loans directly books to parents for their children and lends books necessary for study as well as pleasure.

In conclusion as was pointed out recently by the Honorable Harold L. Ickes, "An unwise economy that will cut at the root of our American system of free schools and libraries may prove to be a fatal economy. To be great and free, America must be educated."

Table I

Distribution of Collections and Unfilled Requests by Counties.
1934

County	Collections Loaned	Volumes Loaned and outstanding	Unfilled Requests	Number of Vols. Needed to Comply With Unfilled Requests.
Adams	14	2402	2	240
Allen	8	914	4	1060
Ashland	6	1104	6	1200
Ashtabula	10	1366	4	640
Athens	8	1696	3	1200
Auglaize	4	526	2	150
Belmont	10	1614	6	790
Brown	8	786	1	100
Butler	9	1934	1	50
Carroll	8	1040	-	---
Champaign	3	1035	-	---
Clark	5	1520	2	400
Clermont	6	821	1	75
Clinton	5	838	2	256
Columbiana	7	1315	1	80
Coshocton	4	454	1	75
Crawford	14	3298	-	---
Cuyahoga	1	189	1	300
Darke	8	1649	4	560
Defiance	10	824	6	400
Delaware	12	1254	4	470
Erie	6	1218	2	300
Fairfield	12	2512	-	---
Fayette	-	---	-	---
Franklin	28	4013	-	---
Fulton	7	1002	6	700
Gallia	10	1016	2	200
Geauga	10	2030	-	---
Greene	4	872	4	750
Hamilton	-	---	-	---
Hancock	14	2522	2	300
Hardin	18	2772	6	600
Harrison	12	1040	4	350
Henry	10	1561	4	480
Highland	6	1028	2	300
Hocking	12	1726	-	---

Table I
(Continued)

County	Collections Loaned	Volumes Loaned and Outstanding	Unfilled Requests	Number of Vols Needed to com- ply with Un- filled Requests
Holmes	10	1582	-	---
Huron	3	410	-	---
Jackson	3	559	-	---
Jefferson	7	1015	-	---
Knox	1	748	1	365
Lake	6	890	2	390
Laurence	8	1280	-	---
Licking	24	2448	-	---
Logan	9	1405	-	---
Lorain	8	876	4	910
Lucas	2	532	2	320
Madison	8	1128	-	---
Mahoning	20	2234	-	---
Marion	4	916	4	750
Medina	6	1134	4	640
Meigs	6	1060	4	985
Mercer	8	882	-	---
Miami	20	2914	1	300
Monroe	6	700	2	240
Montgomery	6	824	2	250
Morgan	8	1110	2	600
Morrow	8	846	2	95
Muskingum	10	1392	1	120
Noble	8	1925	-	---
Ottawa	4	436	4	350
Paulding	8	1328	1	150
Perry	12	1680	-	---
Pickaway	1	580	1	40
Pike	5	873	1	150
Portage	4	1799	2	500
Peeble	4	1234	2	600
Putnam	5	881	1	320
Richland	1	141	-	---
Ross	8	1116	1	430
Sandusky	4	930	1	27
Scioto	10	2004	4	2500

Table I
(Continued)

County	Collections Loaned	Volumes Loaned and Outstanding	Unfilled Requests	Number of Volumes Needed to Comply With Unfilled Requests.
Seneca	11	1146	2	560
Shelby	10	1530	1	200
Stark	8	968	5	1325
Summitt	13	1854	2	1200
Trumbull	7	1613	4	465
Tuscarawas	9	2044	4	250
Union	9	1470	1	300
Van Wert	2	191	-	----
Vinton	4	338	-	----
Warren	6	690	1	75
Washington	7	706	4	1200
Wayne	10	1050	4	448
Williams	8	1104	-	----
Wood	10	1690	6	1661
Wyandotte	6	1028	1	300
Total	694	109,125	169	30,642