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STATE LIBRARY OF OHIO
65 SOUTH FRONT STREET
COLUMBUS, OHIO 43215

**Sixty-Ninth Annual Report
of the Commissioners of the
Ohio State Library**

To The Governor



**Together with the Report of the
Librarian to the Commissioners**

REFERENCE

For the Year Ending November 15

1914



Frank B. Willis

FRANK BARTLETT WILLIS, forty-fourth Governor of Ohio, was born at Lewis Center, Ohio, December 28th, 1871; son of Jay B. and Lavina A. Willis. Graduate of Ohio Northern University, Ada, Ohio, 1893. A. M.—1904; LL. B.—1906. Married Miss Allie Dustin of Galena, Ohio, July 19th, 1894. Professor of History and Economics, 1894–1906 at Ohio Northern University. Admitted to the bar in 1906, later professor of Law at Ohio Northern University. Member of the Ohio House of Representatives—two terms, 1900–1904. Member of the 62nd and 63rd Congresses, (1911–1915), 8th Ohio District, Republican. Was elected Governor of Ohio, November 4th, 1914, resigning his seat in Congress to take his place as Governor of Ohio.

SIXTY-NINTH ANNUAL REPORT
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COMMISSIONERS OF THE
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Librarian to the Commissioners

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THE TRAVELING LIBRARY EXHIBIT AT THE OHIO STATE FAIR.

This Exhibit was in the Educational Building, where it was visited by thousands of people who were most profuse with their compliments.

BOARD AND STAFF.

JOHN McSWEENEY, <i>President</i>	Wooster
FRANK N. SWEITZER.....	Canton
J. F. JONES, M. D.....	Columbus
J. H. NEWMAN.....	Librarian and Secretary of Commissioners

GENERAL LIBRARY DEPARTMENT.

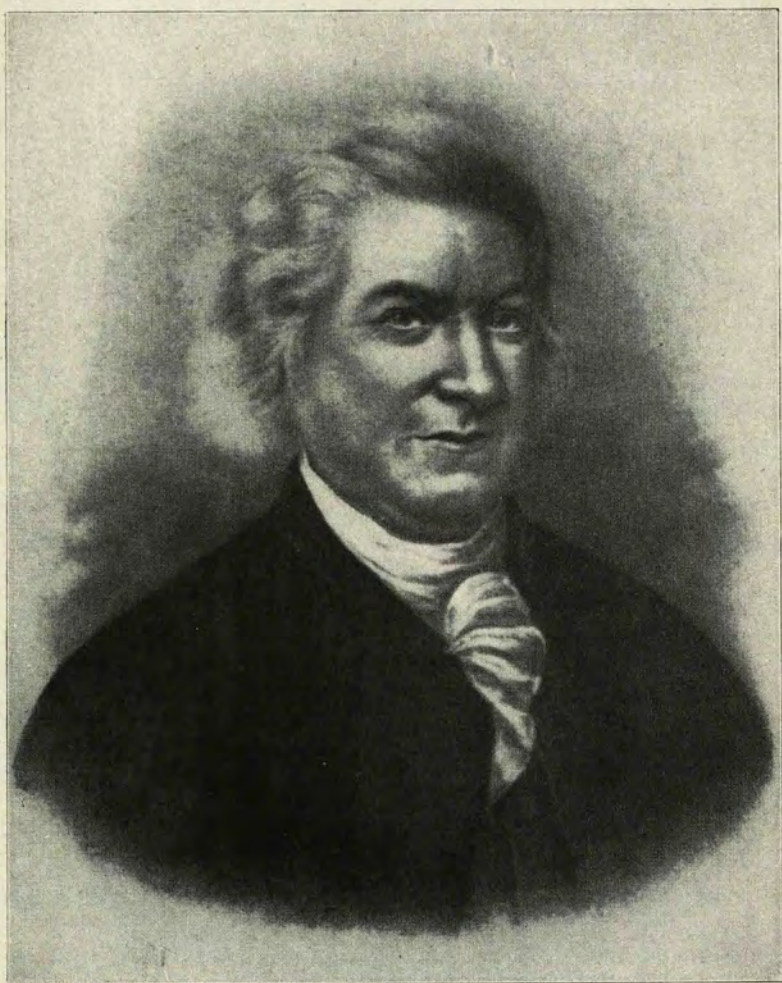
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ALICE BOARDMAN	<i>Assistant Librarian</i>
ALICE DAVIS	<i>Library Assistant</i>
MARY E. MORRIS.....	<i>Library Assistant</i>
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JANE HARRIS	<i>Library Assistant</i>
A. C. SANDS.....	<i>Library Assistant</i>
JAMES R. HALE.....	<i>Document Clerk</i>
JOHN RAMSEY	<i>Janitor and Messenger</i>
WILLIAM RICKMAN	<i>Day Laborer</i>

DEPARTMENT OF LIBRARY ORGANIZATION.

ELLA LOUISE SMITH.....	<i>Library Organizer</i>
------------------------	--------------------------

TRAVELING LIBRARY DEPARTMENT.

DAISY MARY SMITH.....	<i>Superintendent</i>
AGNES CLARK	<i>Assistant</i>
BERTHA KRAUSS	<i>Assistant</i>
JULIA SMITH	<i>Assistant</i>
JENNIE CORMAN	<i>Assistant</i>
CLARA MACMILLAN	<i>Assistant</i>
MARY CONRAD	<i>Assistant</i>
WILLIAM COYLE	<i>Messenger</i>
EDWARD CHANCELLOR	<i>Messenger</i>
JOHN WILSON	<i>Shipping Clerk</i>



ARTHUR ST. CLAIR,
First Territorial Governor of Ohio, 1788-1802.

COLUMBUS, OHIO, November 15th, 1914.

HON. JAMES M. COX, *Governor of Ohio.*

DEAR SIR:— We have the honor to submit to you, this, our Sixty-Ninth Annual Report, as provided for under the Library Act of 1896.

The activities in this department during the past year have been very marked. At no time in the past has there been such interest shown in the work of the various departments. The wisdom of the division of the work into the five different classifications has been fully proven by the results.

Since the separation of the Legislative department from the library our classification shows the following divisions:

- 1st. The Circulating and Reference Department
- 2nd. The Traveling Department.
- 3rd. The Organization Department.
- 4th. The Document Department.

The popularity of the Circulating and Reference Department has made a wonderful advancement in the last year.

The Traveling Department can be made to do even better service than so far accomplished. In our judgment, libraries can be made to serve the various communities to a better advantage by allowing the functional force to make selections.

The Document Department has grown in great favor, and without doubt in a short time will prove one of the most popular divisions of the library.

The Organization Department can be made to serve a better purpose by the adoption of a more systematic and definite arrangement.

The Board feels under much obligation to the Librarian and staff for the efforts put forth to promote the better service in the various departments.

J. H. NEWMAN,
Secretary and State Librarian.

JOHN MCSWEENEY,
J. F. JONES,

Board of Library Commissioners.

COLUMBUS, OHIO, November 15th, 1914.

To the Honorable Board of Library Commissioners.

GENTLEMEN:— I beg leave to submit to you for your consideration my report for the year ending November 15th, 1914.

I am more than gratified to be able to inform your honorable Board that the work the past year in this department has far exceeded my expectations. The removal of the Legislative Reference Bureau, which for a time occupied much of our space, enabled us to expand facilities for conducting our work.

The increase in patronage the past year has been decidedly marked, the force, on account of their kindness and courtesy have contributed much to this increase. Each assistant has put forth an effort to please. Then, too, the patrons of our department have been of such a character as to encourage the best possible attention.

The division under the various classified heads, has proven a decided advantage in our work. Before the act which separated from us the Legislative Bureau, the departmental divisions came under five heads— now we are operating under four; Circulating and Reference, Traveling, Document, and Organization.

This arrangement has proven most satisfactory and, I am inclined to think, the arrangement as it was previous to the separation of the Legislative Reference Bureau was more promotive of good results than since, and I would recommend to your honorable Board that all of these departments be operated under the head of the Ohio State Library with its departmental divisions.

In the Circulating Department it affords me much pleasure to report for the fiscal year ending November 15th, 1914, as follows:

Number of books circulated— 32,009.

Number of reference books consulted— 62,417.

Increase in number of patrons— 1,104.

Books added— 3,053.

The citizens of the state are showing a gratifying interest in this department and its usefulness. This is shown by the fact that during the past year, 7,118 more books were circulated, and 20,958 more books of reference consulted than during the same period of the previous year.

Judging from the circulation during October and November this winter bids fair to be the busiest and most useful in the history of the library. Already we are having many complaints from the patrons concerning the crowded condition of the room. To us the sight of the chairs and tables all in use is most pleasing, for, to make the library one of the really efficient agents of the state's educational functions is the goal toward which we are constantly striving.

The last year's work presents one noteworthy feature, namely, the removal to other quarters, of the Legislative Reference Department, which for over a year had been so disturbing to patrons as well as to employees. The restored quiet has increased the number of people who read and study in the Library.

Another improvement has been the installment of two handsome magazine racks, which display the periodicals in such a way, that at a glance the visitor can see what is on file. The old and much harped upon alphabetical arrangement of periodicals and magazines is all right as far as it goes but the arrangement as introduced by these new racks has decided advantages over the old way. Not one in a hundred patrons who seek a magazine, uses the alphabetical help. Ninety-nine of every hundred look for the title. The new arrangement enables them to find it instantly because the title of the magazine is in plain view and such periodicals as Collier's, Harper's, Leslie's, and the Scientific American can be located clearly by the patron as soon as he enters the door. These racks are of our own invention and there is nothing like them to be found anywhere else in the country.

The number of periodicals taken regularly is 232, not including the 31 daily newspapers from the large cities of the country nor the county papers, representing nearly every one of the eighty-eight counties of the state. For want of room these county papers are not preserved as they should be because of their value as current local history, and some provision should be made for the care and storage of at least one paper from each county seat. Another addition to our files that could well be made would be a paper from the capital of every state, but again, there is no place to put them.

The number of books accessioned is 3,053, most of which have been catalogued and shelved, notwithstanding the five months illness of the cataloguer.

There has been nothing further done toward the recataloging of books that have only an author index. This work should be carried on to a finish, and could be done if an additional cataloguer could be employed.

The fund for the purchase of books is not large enough to buy the expensive historical works, so much needed to build up that important section of the library. The interest in family history is growing and people from all sections of the state come here for the purpose of looking up family history, and every mail brings letters of inquiry not only from Ohio, but from all through the west and south, wherever the "Buckeye" has located, asking for records that in many instances cannot be supplied as fully and completely as they should be, for the reason that we cannot afford the necessary books.

If the Legislature would make a sufficient appropriation for the buying of books of this educational line, it would add materially to the

permanent value and usefulness of the Library and would be approved by a large number of patrons.

With sufficient funds at our disposal, the Ohio History, both general and local, could be built up, so that within a few years we would have everything in books and pamphlets that in any way relates to the history of this great commonwealth.

We have all kinds of requests other than those for books. A few months since we were asked to send to a man in Indiana, the "Life of the Indian Chief, Fallen Timbers". One of our latest demands was from a school teacher who had nine dollars to start a school Library, and who wanted a list of books suitable for a country school. The pathetic appeal was answered and the following suggested book list with blanks for securing a Traveling Library, full instructions included were sent.

The following is an illustration of how cheaply a neighborhood library can be provided:

LIST OF BOOKS COSTING \$9.00.

REFERENCE.

Webster,—Collegiate Dictionary—Merriam	\$3.00
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BOOKS FOR CIRCULATING.

Andrews, Jane—Seven Littel Sisters—Ginn & Co.....	\$0.50
Baldwin, Jas.—Fifty Famous Stories Retold—A. Bk. Co.....	.35
Eggleston, Edw.—Household History of U. S.—Am. Bk. Co.....	1.00
——— Story of Great Americans for Little Americans—Am. Bk. Co..	.40
Franklin, Benj.—Autobiography—Houghton40
Griffis, W. E.—Brave Little Holland—Houghton.....	.75
Hale, E. D.—Man Without a Country—Little.....	.35
Miller, Olive—First Book of Birds—Houghton.....	1.00
Moores, C. W.—Life of Lincoln for Boys and Girls—Houghton.....	.60
Scudder, H. E.—Verse and Prose for Beginners—Houghton.....	.15
Whittier, J. G.—Child Life Selections—Houghton.....	.50
	<hr/>
	\$9.00

Concerning the Traveling Department I wish to say there is no more useful division of the Ohio State Library. However, there is much improvement that can be and ought to be made. I again insist that the books in this department should be kept constantly circulated as was the aim of the original promotors of the first Traveling Library. There is no necessity for extravagance in the expenditure of money for extensive quarters to house this department nor for such an extensive staff to take care of its work. As fast as a library returns it should be sent out to another applicant who would be glad to get it. As can be readily seen this method of handling the work would eliminate much of the unnecessary equipment in the taking care of the department. The tendency heretofore has been to call in all the books and shelve

them before sending any or many of them out again. This, of course, necessitates an enormous shelving surface, wholly unnecessary. We have constant inquiries for libraries and in order to supply the wants with our limited number of books, if we please, we must keep them in constant circulation. My plan is, when A returns his library, check it up immediately and send it out to B who has already filed his application and would be glad to get the books which A returns. If A desires a second library check up those received from C and forward them at once to A. No shelving at all is necessary to proceed in this manner. In many instances two boxes and two assistants would be sufficient to keep up this operation.

The tendency to inflate unnecessarily the different departments of state must be curbed. More help and more buildings are used to take care of certain departments than are necessary and I urge upon you the advisability of taking care of this matter with the same reason and economy that a private corporation would take care of its business.

As you know, I protested last year against things that were done in this department because of the insubordination of the Superintendent. I insisted upon having the outstanding, overdue books returned. This the Superintendent failed to take care of until she was repeatedly urged to do so, and finally when the books did start coming in about fifty thousand volumes were allowed to accumulate upon the shelves, a thing which could not have happened had the Superintendent complied with my requests to send out the books as fast as they came in if there were applications for them. In the face of this fact, every day it was insisted upon that we should order additional books. And in this connection I wish to say that nothing should be so carefully done as the selecting and buying of books. I once knew a Superintendent who boasted of her great knowledge of books and her qualifications for selecting them, who ordered a number of moving picture toy arrangements for a Traveling Library, thinking they were books. A special report of mine, made to both the Governor and the Board at the time of the proposed moving of the Traveling Library from the quarters previously occupied by it in the State House, and which report is now on file, fully explains my views on the matter of the removal.

The number of volumes in this department.....	84,272
Number of volumes added during year.....	4,427
Number of clippings added during year.....	234
Number of clippings discarded during year.....	1,152
Number of volumes mended.....	3,558
Number of volumes relabeled.....	6,694
Number of letters dictated and written.....	3,791
Number of libraries sent out.....	1,126
Number of volumes in these libraries.....	58,035
Number of libraries retained.....	228
Number of volumes in these libraries.....	12,156

Total number of libraries in circulation.....	1,354
Number of volumes in these libraries.....	79,191
Books issued to individual readers in the state.....	716
Total number of volumes loaned.....	70,907

Libraries are loaned to schools, clubs, and other organizations. The time limit is four months with a renewal of four months. The organizations are requested to give a report of the number of times each book circulates during the time they have the library.

Circulation for the year based on report of patrons.....	354,535
Beside sending out all these books, the department has had, Libraries re- turned	888
Number of volumes in these libraries.....	45,710

The libraries sent out were distributed as follows:

Granges	41
Libraries, Public	105
Men's Clubs	22
Miscellaneous Organizations	127
Religious Organizations	121
Schools	793
Women's Clubs	145
Total number of libraries.....	1,354

Increase over number of volumes sent out in 1913.....	5,730
Increase over 1912.....	18,755

There are libraries in every county in the state except Shelby County and there are requests from there at the present time. Last year we had libraries in every county except Hamilton.

Some idea of the efforts put forth to promote this department of the Ohio State Library and the interest taken in the work, can be had from the following extracts from some of the local papers in the various parts of the state.

The Piqua Leader Dispatch has this to say of the exhibit at the Troy Fair in Miami County, this fall:

The State Library Exhibit is no longer a prospect, but a reality. J. H. Newman, the State Librarian has already installed in the educational building at the fair grounds the library exhibit.

Those who visited the state fair remember the imposing exhibition given there by the state librarian. It was regarded one of the best and received first honors as an educational exhibit.

This promises to be even better than the exhibition given at the state fair. Because of Mr. Newman's interest in Miami County, he has put forth much effort to interest and please the school people and others of a literary taste in this community.

A feature of the demonstration will be an auto parade which will take place on the grounds Friday near the noon hour. This will be taken part in by the

school men, pupils and patrons of the county. Arrangements have already been perfected for this feature and all those who care to participate are requested by Mr. Newman to report to him, not later than Wednesday afternoon, just after the address he is scheduled to deliver Wednesday morning at the grand stand to the veterans of the Civil War and patrons of the fair. No one should miss this valuable demonstration of the various functions of the Ohio State Library.

Mr. Newman's aim is to inform the various classes how they can procure such books as they would like free of charge.

Referring to the above feature, the *Troy Record* gives the following:

The parade at the fair grounds mentioned in Friday's Record, surpassed the expectations of those especially interested and was a splendid success. There were sixty-three automobiles, eighteen of which carried pupils of the Troy schools. One car contained thirty-eight children. Thousands of visitors were shown the workings of the different functions of the State Library, in charge of J. H. Newman. The exhibition here made a great impression upon the school teachers and those who witnessed the work.

Another item from the *Leader Dispatch* is as follows:

The big feature on Wednesday was the parade of school children in sixty-three motor cars under the direction of State Librarian Newman. In addition to looking after the State Library booth and acquainting country teachers with the aid the library can be to their schools, Mr. Newman arranged for the parade of the children which made a wonderful impression upon the thousands that attended yesterday.

Among the new departures instituted this year was the addition of a stock room for all the departments of the Library, which has proven economical. There are in stock at present, supplies amounting approximately to \$50.00.

Requisitions are made weekly on the Secretary of State and supplies are distributed as needed.

Quarterly summarized account for year 1913-1914, is as follows:

February	\$40 30
May	30 27
August	39 50
November	31 33
Total	<hr/> \$140 50
For the year 1912-1913.....	\$160 29

The Document Department, since the last report, has been called repeatedly in co-operation with the Federal Government in the matter of local distribution of Government publications, not only by properly filing, for easy access, the usual output but by having secured many of the valuable papers printed in various form which are not generally distributed except as special, official favor on request, or by loan

through exchange of library courtesy, or by special arrangement with members of both branches of Congress, or heads of departments, commissioners of bureaus and other authorities. For instance, there was, during the long and very important session of the last Congress, demand for copies of bills pending, with the various amendments by both houses. In many cases these were procured promptly through the courtesy of Senator Pomerene or Congressman Brumbaugh, and for the quick response of these representatives of the people, this department desires to express sincere thanks and appreciation. With copies of the original bills in hand, and the Congressional Record received daily, the complete record of action, step by step, in both houses, could be closely followed until the bill became an act, which is received in slip form, an advance publication afterward to appear in the Federal Statutes as part of "the law of the land."

Among these bills of vital interest were the measure to increase internal revenue, (or the "War Tax" as it is popularly known), which gave the tax rates and various articles and business concerns, etc., amenable to this law; the Federal Trade Commission; the admission of foreign built ships to American registry; the Rural Credit Systems and Rural Banking; the Regional Banks, choice and location; together with the other numerous bills and consequent acts, for which this Congress was a record breaker in most of the functions of this great law making body, surpassing as it did, all precedent, even in the matter of long speeches. One member so far outrivaled all others that his completed speech filled nearly four hundred pages of the double columned large octave Congressional Record, in his effort to protect the Interstate Commerce Commission, from alleged sinister influence of the railroad business of the country, in the decisions of the commission in rate cases. In this connection it is a pleasure to note that the patrons of the library from up-state as well as down-state and across country are increasing their knowledge of how to handle not only the Congressional Record, but the Governmental reports and publications, many however are quite surprised to find such workable keys put to what has been regarded as the National Interlocking puzzle. The personal records of the candidates in recent campaigns, those who had made reports which were published in the Ohio campaign newspapers, were mostly procured from the files of this department without writing to Washington or making a trip there. These records are of course non-partisan in their publication and exhibition, and may be consulted by any one who may call for them.

The constantly increasing demand for the publication of the patent office is quite marked, but is somewhat hampered at present because of the recent discontinuance of the publication of the Specifications and Drawings. However, the Weekly Official Gazetter, while limited as to claims is intended to answer all ordinary questions for information, or

regarding probable infringement, and hence the full record of the patents issued by the United States, not more than a million and a half may be fully consulted in this department, by not only the patent attorneys, but the probable inventor and patentee, the draughtsman, and those engaged in research work in this field, exhibiting as it does in object lessons the rapid advance of our people along "the way that is scientific."

The documents and publications of the various states are cared for in this department and made accessible for ready reference and consultation, so far as room will permit. These publications from practically every state in the Union, are procured thru our system of exchange by which we receive the publications of each state in return for those of Ohio, and consist of executive documents, legislative journals and session laws, publications of bureaus, commissions, reports of institutions, etc., with data that is much sought after by other states along the lines of state legislation, in fact, comprising a free exchange of the best practical thot on the live questions of the state, for the mutual benefit of our great and growing commonwealths.

The demand upon the library for material on what are regarded as "live wire" questions is growing rapidly along these lines and scarcely one of them but that this department is able to supply largely in very important basic and supplemental matter particularly such questions as Panama Canal Tolls, Equal Suffrage for Women, Banks and Banking, Government Ownership of Telephones and Telegraphs, Conservation of Universal Peace, etc., in fact all questions receiving public attention from time to time, and for which it is sought to provide in anticipation so far as limited sources may permit.

In the vast field of Agricultural research the great Agricultural Department at Washington has been most active in presenting through its various bureaus much of the very scientific as well as the simply practical and popular rural welfare, notably the recent investigations regarding the "Uncle Sam's Cook Book," (or what is it?) of which we have had frequent inquiries from the active women of the farm kitchens, as well as from the restaurant and caterer, people from the towns and cities. We are authorized to say that no department or bureau of the government has ever issued an edition of a cook book bearing this title, but that all the government prints relating to foods and their preparation has been in form of small pamphlets, issued separately, and usually as farmer's bulletins, such as Bread and Bread Making; Meat Cooking, Economical Use of Meat in the House; Breakfast Foods; Mutton Value as Diet; Preparation of Vegetables, etc. There is, however, an "Uncle Sam's Cook Book," but it was compiled by a Congressman who sorted the Bulletins relating to cookery and household science generally, and had them bound in red cloth and lettered in gilt letters with the words, "Uncle Sam's Cook Book" and sent to his people back at home; and that is all there is of such a publication since the

department goes on printing such matter in small pamphlets totally disregarding the title of "Uncle Sam's Cook Book." The Agricultural Department is increasing regularly its already prolific output of publications relating to insect pests and how to fight them; such as alfalfa caterpillar; the weevil pestiferous ants; beet web-worm; cabbage worms; chince bug; cicadae; the coddling and gypsie moths; imported insects; insecticides; mosquitoes; peach bug mite, etc., with practical suggestions along all lines of protection against the pest enemies of agriculture, through the ravages of which the agricultural interests of this country are losing annually the price of a protective navy. The "Foot and Mouth Disease" now raging in this country, its history and investigation is extensively presented through the various reports and publications, portraying former ravages, efforts for control, and warnings calling for careful and continued inspection. The effect of this disease upon human health is regarded by recent publications of the department as somewhat exaggerated. The most common fear is that the milk supply might become contaminated, but milk from infected cows is not permitted to be shipped. Yet some infected milk might reach the market, hence pasteurization is recommended for all milk that is not of a very high grade, and to be thoroughly done, the milk must be heated 145° F. and held at this temperature for 30 minutes.

In the matter of the present scramble for South American trade, under conditions brought on by the European War, the department of commerce thru its various publications, bulletin of bureaus, etc., furnishes very important and necessary information, for our local Board of Trade, Chamber of Commerce, business corporations and firms, regarding this foreign trade, as to what its demands are, or promise to be, and as to how much of this trade was contributed by the nations at war, and hence unable to compete in trade, from which it may be estimated as to how much of this trade may be controlled by the United States for the sale of our surplus productions.

The airship as a battle ship is now being tried out in practical demonstration across the sea and in this connection it is certainly of interest to review the history of aeronautics in our own country as presented in the publications of the Smithsonian Institution especially as to the pioneer work of the late Professor S. P. Langley. How he was persistent in study and experiments, during which time he was subject to not only carping criticism by the would-be scientists but was the victim of the newspaper jokesmiths of the time, yet had he lived until today he would see what he has wrought through adverse conditions, had become the acknowledged basic principal of commercial aeronautics. The history of the airship in our own country is certainly of absorbing interest, and may be followed closely thru the publications received by the Document Department, as presented by the numerous and practical authors who have added so much to literature of

this mode of transportation, as well as the construction of the deadly monsters of war that play the game in the air, and that the question "What is a Zeppelin?" may be scientifically answered in the history of the development of the principal from the "Langley Kite."

The above citations are simply a few hints as to what is contained in the vast storehouse of the Government and State publications on most of the vital questions of the hour and the economics of life, aside from the accumulation of the dust of the ages with which our documentary and archaeological history is so commonly associated in the popular mind, which is here given in lieu of statistical account, altho a recent publication states authoritatively that should these various government publications, so briefly mentioned in the above report, be printed in volumes they would constitute a library of one hundred and eighty-five thousand volumes. Something of a library in itself.

FINANCIAL STATEMENT YEAR ENDING NOV. 15, 1914.

	Balance Novem- ber 15, 1913.	Lapses.	Approp.	Expenditures.	Balance Novem- ber 15, 1914.
Librarian	\$750 00	\$750 00
Asst. Lib.	300 00	300 00
Lib. Assts.	1,314 51	1,314 50	\$0 01
Asst. Sec.	532 50	502 50	30 00
Doc. Clerk	240 00	240 00
Janitor	725 00	\$237 50	475 00	12 50
Books, papers	8,116 82	2,483 38	2,679 11	2,954 33
Con't Expenses	2,460 39	2,346 52	113 87
Trav. Lib.	17,003 14	2,940 84	9,977 12	4,085 18
Commission	621 99	294 39	314 85	12 75
Organization	2,655 45	3,673 81	2,591 85	63 60
Leg. Ref.	3,673 81	3,673 81
Carpets, furniture..	902 13	742 13	53 04	106 96
Elec. Elevator	5 00	5 00
Personal Service...	\$18,880 00	10,164 00	8,716 00
Maintenance	1,940 00	254 00	1,685 10
Trav. and Organ.
Depts	13,872 00	370 00	13,502 00
Rent Trav. Lib.	2,200 00	1,356 01	843 99
Total	\$39,300 74	10,377 05	\$36,892 00	\$33,689 40	\$32,126 29

The necessity of an efficient force in a department of this kind can not be too greatly encouraged. The salaries should be so adjusted as to be equitable and uniform. I would recommend a minimum and maximum salary, with increase for effort and decrease for neglect.

While I do not care to assume authority for the matter of hours of labor, I would suggest to your board the advisability of lining up with

the other departments of state in matters of salary, hours of labor, time, vacation, etc.

So far as the staff is concerned, I think, too, that it would be conducive to much good to afford every possible convenience for the comfort, health, etc., of the force.

There are many other things I would recommend but which for want of space and a desire not to assume too much, I shall leave for your own consideration.

In closing I wish to say that I am under grateful obligations to my faithful and loyal assistants for the splendid service rendered by them to the state and to myself in the discharge of their duties. I want also to thank you for your valuable help and hearty coöperation in my efforts to serve the state faithfully.

Respectfully yours,

J. H. NEWMAN,
State Librarian.

