

1941

# Bangor Public Library Annual Report 1941

Bangor Public Library

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ANNUAL REPORTS

BANGOR

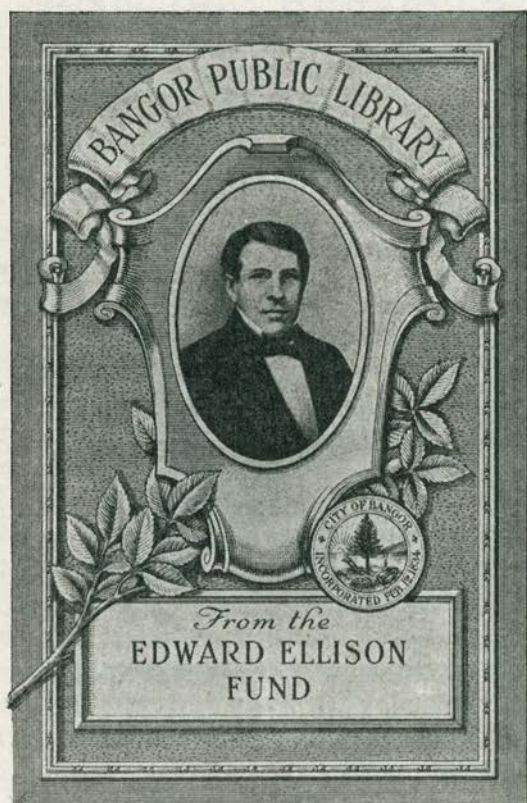
PUBLIC LIBRARY

FOR THE YEAR

1941



BANGOR, MAINE



*Halftone reproduction of the engraved*  
**Bookplate of the**  
**Edward Ellison Fund**



## **The Edward Ellison Fund**

The fund originated in a bequest made in 1918 by Mary Harris Ellison Curran (Mrs. Nicholas F. Curran), librarian of the Bangor Public Library from 1888-1913, in memory of her father Edward Ellison, who, as the donor said in her will, "in his lifetime loved and honored the City of Bangor."

It is for "the purchase of books, other than works of fiction" of which only one copy is to be bought and that "may never be taken from the Library." It is one of several funds enjoyed by the Bangor Public Library. See pages 6 and 7 of this report for information about all.

The bookplate, reproduced on the previous page, was finished in September 1937, after the principal of the bequest had increased to the amount designated by the donor. It was designed by Elisha Brown Bird and engraved by Sidney Alabaster. It is one of two bookplates by Elisha Brown Bird and seven by Sidney Lawton Smith used in Bangor Public Library books in grateful recognition of the generosity of the donors of funds or in memory of the individuals for whom funds are named.

# BANGOR PUBLIC LIBRARY ANNUAL REPORTS

FOR THE YEAR

1941



BANGOR PUBLIC LIBRARY  
BANGOR, MAINE  
1942

## 1941 Organization

**Board of Managers and Trustees  
of the  
Bangor Public Library**

Consisting of the

**Trustees of the Hersey Fund**

Ralph Whittier, term expires January 1946

William F. Curran, term expires January 1943

Donald S. Higgins, term expires January 1945

Warren J. Moulton, term expires January 1946

Ralph L. Waymouth, *ex officio* as City Treasurer

and the

**Officers of the Bangor Mechanic Association**

Harry D. Benson

Franklin E. Bragg

George F. Eaton

Horace S. Stewart

**Officers**

*President*, Warren J. Moulton

*Vice-President and Treasurer*, Harry D. Benson

*Secretary and Clerk*, L. Felix Ranlett

**Committees**

*Auditing*, Mr. Higgins

*Finance*, Mr. Bragg, Dr. Moulton, and, *ex officio*, Mr. Benson

*Purchasing*, Mr. Eaton, Mr. Benson, and Mr. Whittier

*Building and Grounds*, Mr. Benson, Mr. Whittier, and Mr. Stewart

*Insurance and Property Values*, Mr. Higgins, Mr. Curran, and Mr.  
Waymouth



## 1941 Organization

# Library Personnel

(Who worked at any time during 1941)

### Librarian

L. Felix Ranlett

### Consulting Librarian

Elmar T. Boyd

### Elected Staff

(In order of first appointment to staff)

Carrie C. Mayberry, *Chief, Cataloging Department*

Eva E. Rand, *Chief, Accessions and Classification Department*

Olive M. Smythe, *Reference Librarian*

Dorothy M. Garey, *First Assistant, Cataloging Department*

Pauline E. Tartre, *Chief, Extension Department*

Alice M. Wetherell, *Children's Librarian*

H. Eola Mayo, *Librarian's Secretary*

Helen Zucker, *Chief, Circulation Department and Readers' Adviser*

Marion C. Cluff, *Assistant in Charge of Binding*

Edna D. Brown, *First Assistant, Circulation Department*

Mary G. Bean, *First Assistant, Office*

Dorothea J. Goode, *First Assistant, Children's Department*

Roberta E. Smith, *First Assistant, Reference Department*

Ruth E. Dole, *Assistant, Circulation Department*

Dorothy H. Martin, *Assistant, Circulation Department*

Rebecca Dooley, *Assistant, Circulation Department*

### Substitutes and Extra Help

Natalie G. Barker

Alice M. Daley

Pearl B. Todd

Elizabeth B. Beal

Marjorie G. Higgins

Charlotte M. Torrey

Margaret E. Beal

Margaret Maxfield

Dorric M. Trickey

Isabel R. Carroll

Freda M. Wilks

### Care of Building

Omer J. Nadeau, *Janitor*

Elmer W. Gibbs, *Assistant Janitor*

C. S. Barchard, *Engineer*

Chester E. Downes, *Substitute Janitor*

Clyde E. Burton, *Substitute Janitor*

George N. Hall, *Janitor Forest Avenue Church Deposit*

### Music Branch

Alice G. Bibber, *Assistant in Charge*

## Endowment of the Bangor Public Library

Administered by the Trustees of the Bangor Public Library

**Frederick W. Hill and Marianne Hill Fund**—  
Bequeathed in 1920 by Frederick W. Hill  
“for the purpose of purchasing books . . .  
and no part . . . for the erection or repair  
of any building.” \$579,548.79

**John F. Patten Fund**—Bequeathed in 1900 by  
Mrs. Grace D. Patten (Mrs. John F.  
Patten) in memory of her husband for “the  
purchase of books to make or help make,  
entire some important department of the  
Library.” \$4,000.00  
Augmented by the

**Thomas Upham Coe Bequest**—Bequeathed in  
1927 by Thomas Upham Coe “to be added  
to the Patten Fund, so called.” \$2,000.00  

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\$6,000.00

**Stodder Fund**—Bequeathed in 1924 by George  
T. Stodder, “for the purchase of books, ex-  
cept that no fiction which has not been pub-  
lished two years at date of purchase shall  
be bought.” \$40,309.80

**Trustees Fund**—Invested monies upon which  
there is no restriction as to the use of  
income. \$137,729.32



## Augmented by the

**Luther H. Peirce Fund**—Bequeathed in 1915 by Luther H. Peirce, the income for “the purchase of books or for any other purpose within the walls of said Library building.” \$75,000.00

## Further augmented by the

**Frances A. Stetson Fund**—Bequeathed in 1918 by Frances A. Stetson “to be used as may seem to them (the Trustees) best.” \$1,000.00

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\$213,729.32

## Administered by the Trustees of the Hersey Fund

**Hersey Fund**—Bequeathed in 1875 by Samuel F. Hersey and its income now, by provision of the City Ordinances, unalterably fixed at \$4,000.00 and devoted “to the perpetual maintenance of the Bangor Public Library.” \$100,000.00

## Administered by the City of Bangor

**Mechanic Association Fund**—Conveyed in 1883 to the City of Bangor by the Bangor Mechanic Association (founded 1828) in pursuance of an agreement with the Trustees of the Hersey Fund “for the purpose of establishing and perpetually maintaining a Public Library in the City of Bangor.” \$12,000.00

## Administered by the Bangor Mechanic Association

**Edward Ellison Fund**—Bequeathed in 1918 by Mary Harris Ellison Curran (Mrs. Nicholas F. Curran), in memory of her father, Edward Ellison, “for the purchase of books, other than works of fiction” of which only one copy is to be bought and that “may never be taken from the Library.” \$10,000.00

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Total endowment \$961,587.91

## Report of the Trustees of the Hersey Fund

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Bangor, January 27, 1942.

*To the City Council of the City of Bangor:*

The Trustees of the Hersey Fund submit their annual report. They have received from the City Treasurer the sum of four thousand dollars (\$4,000.00) in quarterly payments, which have been paid to the Treasurer of the Board of Managers of the Bangor Public Library.

They also submit, herewith, the annual reports of the Treasurer of the Board of Trustees of the Bangor Public Library, and the Treasurer of the Board of Managers of said Library, and of the Librarian.

WARREN J. MOULTON  
DONALD S. HIGGINS  
RALPH WHITTIER  
RALPH L. WAYMOUTH  
WM. F. CURRAN

*Trustees of the Hersey Fund.*



## Report of the Librarian

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### *To the Board of Managers of the Bangor Public Library:*

It is normal for the Bangor Public Library, in its field of books and information services, to keep abreast of public interest or to anticipate it.

In 1941 it was normal for us to do something to help meet abnormal conditions. For business men we added or went on with such continuously up-to-date services as the Research Institute of America's "Business and Defense Coordinator," Prentice-Hall's "Federal Tax Service" and "Internal Revenue Code," and Moody's "Investors Service." For air raid wardens we supplied current pamphlets and such authoritative books as Col. A. M. Prentiss' "Civil Air Defense." For Red Cross first aid students we had the "First Aid Text-book." We gave the use of our lecture hall for many Red Cross classes. For aviators we supplied books on aeronautical meteorology, mathematics, and air navigation.

When our 152nd Field Artillery went to Camp Blanding we offered to mail books to Bangor soldiers—not only in that unit, but also in any other—and to sailors. That very few have yet used this service does not spoil the idea. The offer still stands. When the U. S. Army Engineers began the construction of the Bangor Air Base and, later, when the base was manned by the Air Corps, we extended the full use of the library free to all military new-comers and their families. A total of 405 Air Base men have become borrowers. We have lent a library of 1000 volumes to the morale department for recreation hall T-6 at the base and a library of 300 volumes to the hospital at the



base. These are unusual activities, but simply a part of our normal job of keeping up with the times.

We have carried on normally, too, in supplying all accustomed calls for books for recreation, information, and study. Our circulation of books was 405,323, or 13.59 books apiece for everyone in the city. This is a drop of only 2.5% from 1940, our peak year, and is far higher than any previous year except 1939 and 1940. Decreased home use of books was noted in all departments at the central library, though the number of questions answered in the reference department increased 7%, to 11,044. Gains in circulation were at the music branch and in the extension department, principally at the Junior high schools, the Eastern Maine General Hospital, and the Forest Avenue branch. The extension department issued 73,340 books. It had never previously issued more, 1931 having been its former peak year.

Books bought totalled 9200. Withdrawals, because of condition, age, or loss, were 3212. The net gain was 5988. On December 31 we owned 218,181 books.

The Bangor Public Library is more than a million-dollar concern. Our endowment, of which only the income is expended, totals \$961,587.91. Our building, books, and other property are insured for \$380,000.00. The 31% of our operating costs in 1941 for which endowment income was not available was met by city appropriation of \$20,300.00.

Our building is twenty-nine years old, yet all visitors say it looks much newer. That is because of good design and constant attention to maintenance. In 1941 we improved our equipment in several ways. A sixty-foot pole, for which a member of this board, Mr. Benson, gave a large flag, was a major improvement that has had much favorable public comment. Other important additions to our equipment were new step covers for the children's entrance, an automatic starter on the main fan motor, a

safety switch tapped off the main switchboard, lamp fixtures on some of the public bookcases, new electric fans for the foyer and the lecture hall, a typewriter, and a new catalog case in the children's room.

Repair jobs were repointing exterior stone work, repainting the historical room, repairing a major short circuit in the electric wiring in the book stack, and re-setting the ornamental fence. The public works department of the city paved part of our driveway, which we appreciate. When we can next afford a much-needed, important repair job, which will not be in 1942, we should install new floor surfaces in the reading rooms, lecture hall, and historical room.

Other items of interest with regard to housekeeping details are that, through careful operation, heating costs were reduced for the sixth consecutive year; that we burn so much light that electric lamp replacements cost \$154.17; and that floor soap, an item that few people realize as a part of library maintenance, cost \$165.00.

Ben Ames Williams' novel of Bangor, "The Strange Woman," was here the book sensation of the year. We own 33 copies, approximately one for every ten persons who want it. "Berlin Diary" (24 copies) and "Out of the Night" (14 copies) were other great book successes. None rivalled the success some years ago of "Gone With the Wind" of which we had 45 copies.

The tables beginning at page 16 give a detailed outline of that fraction of the library's activities that can be recorded statistically.

Respectfully submitted,

L. FELIX RANLETT,  
*Librarian.*

Bangor, Maine, January 27, 1942.



## Report of the Treasurer

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*To the Board of Managers and Trustees of the Bangor Public Library:*

As Treasurer, I submit reports of the various funds of the Bangor Public Library as follows:

### Trustees Fund

#### *Receipts*

Balance Jan. 1, 1941.....	\$11,410.47
From invested funds.....	9,972.00
Sale of securities.....	358.29
	<hr/>
	\$21,740.76

#### *Disbursements*

For Insurance .....	\$748.84
Conventions and associations.....	215.66
General Fund, for administration.....	6,494.00
Safekeeping of securities.....	378.56
Salaries .....	1,885.00
Miscellaneous .....	124.29
Balance Dec. 31, 1941.....	11,894.41
	<hr/>
	\$21,740.76

### General Fund

#### *Receipts*

Balance Jan. 1, 1941.....	\$ 501.97
From Trustees Fund .....	6,494.00
Mechanic Association .....	720.00
Librarian: fines, fees, etc. ....	2,400.00
Hersey Fund .....	4,000.00
City of Bangor .....	20,300.00
	<hr/>
	\$34,415.97

#### *Disbursements*

For Telephone .....	\$110.02
Gas and electricity .....	651.54
Heat .....	1,768.91



Water and ice .....	127.43	
Salaries .....	27,494.99	
Furniture, fittings, etc. ....	905.13	
Postage, stationery, etc. ....	879.32	
Printing, etc. ....	651.55	
Janitor's supplies .....	647.85	
Repairs, etc. ....	611.98	
Library of Congress catalog cards.....	253.13	
Miscellaneous .....	158.82	
Balance Dec. 31, 1941.....	155.30	
		<hr/> \$34,415.97

### Book Fund

#### Receipts

Balance Jan. 1, 1941.....	\$12,722.22	
From State of Maine.....	200.00	
Income, Frederick W. and Marianne Hill Fund .....	23,552.94	
Income, George T. Stodder Fund.....	1,250.00	
Income, Edward Ellison Fund.....	426.00	
Miscellaneous:		
Payments for lost books.....	\$141.72	
Uncashed check .....	2.50	
		<hr/> 144.22
		<hr/> \$38,295.38

#### Disbursements

For Books, pamphlets, etc. ....	\$19,589.92	
Periodical subscriptions .....	3,201.82	
Binding and repairs .....	1,744.06	
Express, etc. ....	12.57	
Maps, prints and music.....	402.71	
Balance Dec. 31, 1941.....	13,344.30	
		<hr/> \$38,295.38

### John F. Patten Fund

#### Receipts

Balance Jan. 1, 1941.....	\$2,864.95	
From Invested funds .....	167.50	
		<hr/> \$3,032.45

#### Disbursements

For Books, etc. ....	\$701.24	
Balance Dec. 31, 1941.....	2,331.21	
		<hr/> \$3,032.45

### Frederick W. Hill and Marianne Hill Fund

#### Receipts

Balance Jan. 1, 1941.....	\$ 7,718.94
From Sale, maturity and call of securities.....	131,220.00
	<hr/> \$138,938.94

#### Disbursements

For Purchase of securities.....	\$40,300.00
Miscellaneous .....	170.77
Balance Dec. 31, 1941.....	98,468.17
	<hr/> \$138,938.94

The entire income of this fund, \$23,552.94, was credited to the Book Fund.

### George T. Stodder Fund

#### Receipts

Balance Jan. 1, 1941.....	\$9,309.80
	<hr/> \$9,309.80

#### Disbursements

For Purchase of securities.....	\$8,500.00
Balance Dec. 31, 1941.....	809.80
	<hr/> \$9,309.80

The entire income of this fund, \$1,250.00, was credited to the Book Fund.

### Statement of Library Funds

As of December 31, 1941

Frederick W. Hill and Marianne Hill Fund.....	\$579,548.79
John F. Patten Fund.....	\$4,000.00
augmented by	
Thomas Upham Coe Bequest.....	2,000.00
	<hr/> 6,000.00
George T. Stodder Fund.....	40,309.80
Trustees Fund .....	\$137,729.32
augmented by	
Luther H. Peirce Fund.....	75,000.00
further augmented by	
Frances A. Stetson Fund.....	1,000.00
	<hr/> 213,729.32
	<hr/> \$839,587.91

Respectfully submitted,

HARRY D. BENSON, *Treasurer.*

Bangor, Maine, January 27, 1942.

### Certification

*To the Board of Managers and Trustees of the Bangor Public Library:*

I have examined the accounts of Harry D. Benson, Treasurer of the Bangor Public Library, for the year ended December 31, 1941. The cash income and expenditures of the year were found to be properly accounted for, and the cash on hand as of December 31, 1941 was confirmed by certification obtained by me directly from the Merchants National Bank of Bangor.

The securities owned by the Library are held for safe-keeping by the Merchants National Bank of Bangor. They were produced for my inspection by an officer of that bank; all were accounted for and found to be in proper order.

FRANK H. FLOYD, *Auditor.*

Bangor, Maine, January 27, 1942.



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## APPENDIX B

### Additions and Removals, 1941

#### *Sources of Additions*

	New Titles	Added Copies	Replace- ments	Binding Serials	Totals
Purchase .....	3,403	3,380	689	370	7,842
Gift .....	477	752	6	89	1,324
Return after loss.....			25		25
Exchange .....			9		9
<b>Totals.....</b>	<b>3,880</b>	<b>4,132</b>	<b>729</b>	<b>459</b>	<b>9,200</b>

#### *Causes of Removals*

<b>Withdrawn:</b>				
Worn out .....				1,938
Obsolete .....				717
Duplicate .....				5
Given away .....				32
Exchange .....				9
<b>Total withdrawn.....</b>				<b>2,701</b>
<b>Lost:</b>				
Charged out and not returned.....				100
Missing in inventories.....				205
Missing from classes not inventoried.....				90
Lost and paid for.....				103
Contagion .....				11
Fire and/or water.....				2
<b>Total lost.....</b>				<b>511</b>
<b>Total removed .....</b>				<b>3,212</b>
<b>Net Additions (Additions less removals).....</b>				<b>5,988</b>

## APPENDIX C

### Binding and Repair, 1941

<b>Sent to Bindery:</b>	
<b>Previously unbound:</b>	
Volumes of serials.....	389
Volumes not serials.....	113
<b>Previously bound:</b>	
Volumes to be rebound.....	855
Volumes to be repaired.....	5
<b>Total sent to Bindery.....</b>	<b>1,362</b>
<b>Repaired by Library.....</b>	<b>270</b>

## APPENDIX D

## Registration, 1941

(Principal registration period is three years)

	Adult	Juvenile	Total
Card holders, Jan. 1, 1941.....	14,690	3,169	17,859
Registrations removed because of failure to renew, change of residence, death, etc., 1941 .....	1,677	885	2,562
	13,013	2,284	15,297
New registrations, 1941.....	2,193	688	2,881
Card holders, Dec. 31, 1941.....	15,206	2,972	18,178
Including registrations renewed, 1941	2,593	252	2,845

## APPENDIX E

## Classes of Borrowers, 1941

	Adult	Juvenile, 3rd-9th Grade	Juvenile, "Mothers'" Cards	(Total) (Juvenile)	Total
A. Bangor residents.....	13,784	2,530	423	(2,953)	16,737
AS. Army service.....	405	.....	.....	.....	405
B. Business cards.....	196	.....	.....	.....	196
C. Non - resident indi- viduals who paid \$1.25 a year (Ju- venile \$0.65) .....	679	14	5	( 19)	698
D. Special borrowers who made a de- posit .....	41	.....	.....	.....	41
E. Libraries outside of Bangor .....	71	.....	.....	.....	71
I. Visitors who made a deposit of \$2.00	24	.....	.....	.....	24
J. Non-resident groups	6	.....	.....	.....	6
Totals.....	15,206	2,544	428	(2,972)	18,178



## APPENDIX F

### Circulation, 1941

#### *Entire Library*

	Adult Non- Fiction	Adult Fiction	Juvenile	Total
<i>Central Library—</i>				
General works, including un- bound periodicals 000-099.....	24,006	.....	1,225	25,231
Philosophy 100-199 .....	3,046	.....	46	3,092
Religion 200-299 .....	2,441	.....	512	2,953
Social sciences 300-399.....	7,903	.....	15,446	23,349
Language 400-499 .....	593	.....	84	677
Pure science 500-599.....	2,984	.....	1,421	4,405
Useful arts 600-699.....	8,876	.....	2,693	11,569
Fine arts 700-799.....	7,420	.....	1,374	8,794
Literature 800-899 .....	8,954	.....	1,432	10,386
Description 910-919 .....	3,831	.....	591	4,422
History 900-909, 930-999.....	7,378	.....	840	8,218
Biography 920-929 & B.....	9,568	.....	1,335	10,903
Fiction .....	.....	177,077	27,567	204,644
 Total, Central Library.....	 87,000	 177,077	 54,566	 318,643
Music Branch .....	13,340	.....	.....	13,340
 Total, Central Library and Music Branch .....	 100,340	 177,077	 54,566	 331,983
Extension Department .....	4,804	23,177	45,359	73,340
 Total, entire library .....	 105,144	 200,254	 99,925	 405,323
Percent .....	26%	49%	25%	100%
Circulation per capita .....	.....	.....	.....	13.59

#### *Extension Department*

	Adult Non- Fiction	Adult Fiction	Juvenile	Total
Bangor grade schools (public and private) grades I-VI.....	.....	.....	21,291	21,291
Bangor High School .....	2,007	3,522	.....	5,529
John Bapst High School.....	243	977	.....	1,220
Fifth St. Junior High.....	.....	.....	5,816	5,816
Garland St. Junior High.....	.....	.....	5,957	5,957
Orrington schools .....	.....	.....	2,874	2,874

Veazie school .....			1,625	1,625
Air Base—Hospital .....				
Air Base—Recreation Hall T-6.....	} Started Dec. 10, no record yet			
Almshouse (Apr. - Dec.) .....				
		121		121
Bangor Anti-Tuberculosis Assoc.				
Sanatorium .....	7	299		306
Bangor Osteopathic Hospital.....	27	210		237
Bangor Theological Seminary.....	593	15		608
Eastern Corporation .....	12	1,247		1,259
E.M.G. Hospital, Patients' Library	1,553	7,991	3,960	13,504
Forest Ave. Church Branch.....	234	7,378	3,194	10,806
Good Samaritan Home.....	1	92		93
Hammond St. Cong. Church.....	14	59		73
Home for Aged Men in Bangor.....	10	259		269
Home for Aged Women in Bangor	23	559		582
King's Daughters Home.....		12		12
St. Michael's Home.....			181	181
Stillwater Avenue Church School				
(March - May).....	2	2	25	29
Summer Camps .....	42	109	436	587
Teachers' sets .....	36	325		361
Totals.....	4,804	23,177	45,359	73,340

The Extension Department also maintains deposits, as follows, whose books do not circulate: Penobscot County Bar Library Association; York St. Clinic: (1) Adult reference books, (2) Juvenile books; Y. M. C. A.; Eastern Maine General Hospital: (1) Doctors' Library, (2) Nurses' Professional Library; Y. W. C. A.

## APPENDIX G

## Growth and Circulation, 1922-1941

Year	Books in Library	Circulation
	Dec. 31	
1922.....	84,121	137,209
1923.....	90,427	146,548
1924.....	95,260	174,728
1925.....	103,385	219,989
1926.....	111,849	248,074
1927.....	119,455	269,828
1928.....	128,467	293,646
1929.....	136,294	308,235
1930.....	145,452	311,620
1931.....	152,333	338,179
1932.....	158,385	376,566



1933.....	164,946	397,015
1934.....	168,439	378,448
1935.....	174,162	388,089
1936.....	180,397	389,363
1937.....	186,914	384,801
1938.....	195,726	389,785
1939.....	204,928	415,723
1940.....	212,193	416,029
1941.....	218,181	405,323

## APPENDIX H

## Miscellaneous Statistics, 1941

Postal card notices for overdue books.....	7,438
Second notices for overdue books.....	629
Reference questions answered, adult.....	11,044
Reserves for home use.....	20,842
Discarded books given away.....	2,178
Radio programs given .....	40
Lectures outside library .....	50
Classes instructed in Library by staff:	
Number of classes .....	97
Total attendance .....	2,527
Children's story periods given in library by staff:	
Number of periods .....	53
Total attendance .....	1,967
Average attendance .....	33.3
Exhibits in lecture hall:	
Library's own property .....	1
By invitation of the library .....	7
Offered .....	6
Public meetings (by 40 organizations).....	156
Mail service to 142 individuals and 33 libraries in 109 cities or towns, total books .....	3,150
Borrowed from 9 libraries, books.....	28
Newspapers currently received:	
Titles .....	15
Duplicates .....	3
Other periodicals currently received:	
Titles .....	621
Duplicates .....	203
Adult books missing in inventory of classes 000, 300, 800, 900 and fiction .....	170
Juvenile books missing in inventory of all classes.....	30
New cards filed in public catalog.....	26,655
Staff hours lost from illness, funerals, etc.....	896



## APPENDIX I

American Library Association, Public Library Statistical  
Report, 1941

Report for fiscal year ending.....Dec. 31, 1941

City of Bangor, Penobscot County, Maine.

1. Name of library, Bangor Public Library. Date of founding, 1883
2. Name of librarian, L. Felix Ranlett. Date appointed, Jan. 1, 1937
3. Chief librarian appointed by, The Board of Managers of the Bangor Public Library.
4. Governmental unit of support, City. Population served (1940 U. S. Census).....29,822
5. Terms of use: a. Free for lending to residents of Bangor.  
Lends to others for a fee or deposit.
6. Central library is housed in a building owned by the library.

*Daily Schedule (Central Library)*

7. Open for circulation, reading, and study, Mon. 9-9, Tue. 9-9, Wed. 9-9, Thur. 9-9, Fri. 9-9, Sat. 9-9, Sun. 2-6. Total hours open per week, 76. Closed Sundays Apr. - Oct.
8. Number of days open during year, 326. Entirely closed on holidays, Jan. 1, Feb. 22, Apr. 19, May 30, July 4, Sept. 1, Nov. 11, Nov. 20, Dec. 25.

*Agencies*

9. Central library .....	1
10. Number of branches and sub-branches:	
c. In other than library buildings or schools.....	2
11. Number of stations: a. In schools .....	125
b. Other .....	19
12. Other agencies .....	6
13. Total agencies .....	153

*Circulation and Use*

	Volumes	Percentage of Total Circulation
15. Number of volumes of adult non-fiction lent for home use .....	105,144	26%
16. Number of volumes of adult fiction lent for home use .....	200,254	49%
17. Number of books for children lent for home use .....	99,925	25%
18. Total number of volumes lent for home use	405,323	100%
19. Period of loan for the majority of adult book stock is	28 days.	

## ANNUAL REPORTS, 1941

23

20. Number of interlibrary loans:	
Volumes lent .....	746
Volumes borrowed .....	28
21. Number of reference questions answered (adult) .....	11,044

*Registration*

	Adult	Juvenile	Total
22. Total number of registered borrowers.....	15,206	2,972	18,178
23. Borrowers registered or reregistered.....	4,786	940	5,726
24. Number of non-resident borrowers (in- cluded above) .....	821	19	840
25. Annual fee for non-resident borrowers	\$1.25	\$0.65	
26. The length of the registration period is 3 years for residents and 1 year for non-residents.			

*Book Stock*

27. Number of volumes at beginning of year	187,978	24,215	212,193
28. Number of volumes added during year	7,466	1,734	9,200
Total .....	195,444	25,949	221,393
29. Number of volumes withdrawn from record during year .....	1,857	1,355	3,212
30. Total number of volumes at end of year	193,587	24,594	218,181
31. Number of newspapers currently re- ceived excluding duplicates.....			15
32. Number of periodicals currently re- ceived excluding duplicates.....			621

*Personnel*

47. Full time equivalent of all employees.....	24.89
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*Finance*

48. Assessed valuation of city.....	\$28,578,695.00
49. The appropriation for the library is direct.	

*Receipts*

52. City appropriation .....	\$20,800.00
57. State grants .....	200.00
58. Incomes from endowment, trust, and in- vested funds .....	40,088.44
60. Petty cash: Fines, fees, memberships, etc.....	2,400.00
62. Other sources:	
Sale of securities .....	358.29



## BANGOR PUBLIC LIBRARY

	Miscellaneous .....	144.22
63.	Total .....	\$63,490.95
64.	Unexpended balance from previous year.....	27,499.61
		<u>\$90,990.56</u>

*Expenditures**Operating Expenses*

65	Salaries: Library staff .....	\$24,541.98
66.	Salaries: Building staff .....	2,953.01
67.	Books .....	20,706.44
68.	Periodicals .....	3,201.82
69.	Binding; repairing and mending.....	1,744.06
70.	Rent .....	50.00
71.	Heat, light, power, water.....	2,547.88
72.	Insurance (all types) .....	748.84
73.	Other operating expenses .....	6,514.22
		<u></u>
74.	Total operating expenses.....	\$63,008.25
75.	Capital expenses .....	257.09
		<u></u>
76.	Grand total .....	\$63,265.34
77.	Balance on hand at end of fiscal year.....	27,725.22
		<u></u>
	Total .....	\$ 90,990.56
	Total endowment .....	961,587.91

## APPENDIX J

## Gifts to the Library During 1941

A total of 6,685 gifts, consisting of 2,236 books or pamphlets, 4,202 numbers of serials, and 147 other items, were received. 91 of these items were from donors who did not make their identity known. Of the 536 donors who identified themselves 90 were individuals or estates and 446, organizations.



