

1898

Libraries of Bangor

Mary H. Curran

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LIBRARIES OF BANGOR.*

The first library of which we have any record was established in 1816, (when Bangor was a town of about one thousand inhabitants), and was called the

BANGOR ATHENÆUM.

The late John E. Godfrey, in his "Annals of Bangor," says: "The Bangor Athenæum was opened this season [1816]. It was a Library and Reading Room. The collection of books was quite valuable, the magazines were the best of the time, and twenty-five newspapers furnished the news to the patrons of the institution. Mr. Joseph Whipple, a gentleman of taste and literary ability, who about this time commenced the publication of a History of Acadia in the columns of the *Register*, was instrumental in its establishment."

The price of the original shares cannot now be learned, but the annual assessment was five dollars for the use of Library and Reading Room, and three dollars for the circulating Library alone.

The location of the Bangor Athenæum for the first two years is unknown, but, from 1818, it was in the same building with the Bangor Bank, on the west side of Main street, directly opposite the southerly side of West Market Square; the entrance was about thirty-nine yards south of Hammond street.

In 1830, it was thought advisable for the Bangor Athenæum to unite with the Bangor Literary Club, and the proprietors of the latter corporation voted to purchase the property of the Athenæum, allowing the proprietors of the

* by Mary H. Curran

latter, the value of their library in shares in the Bangor Literary Club. The Library was still called the Athenæum, as is shown by various notices in the *Penobscot Journal*, 1831-2, and a book-plate of the Bangor Athenæum has been found in a book over the book-plate of the Bangor Literary Club.

It is impossible to learn the names of the Librarians, but a notice in the *Penobscot Gazette*, November 30, 1825, gives the name of the Treasurer, T. A. Hill.

BANGOR LITERARY CLUB.

In 1828, the young men formed an association, called the Bangor Literary Club, and "established a Reading Room having the leading newspapers, reviews, and periodicals of the day." The names of the original members were as follows:

Charles Gilman, John E. Godfrey, Theodore S. Dodd, Thomas J. Forbes, Benjamin B. Thatcher, Charles Bartlett Wells, Thomas L. Furber, John A. Poor, Elijah Drew, Theophilus Parsons Chandler, Mighill H. Blood, Erastus Learned, Samuel T. Dutton, Abel M. Quimby, Romulus Haskins, R. Woodhull.

The price of shares was ten dollars each, with an annual tax of three dollars for the use of the Reading Room, and an additional tax of two dollars for home use of books from the Library.

The act of incorporation is dated March 8, 1830. The rules were revised the same year and subscribers were allowed the use of the Library and Reading Room by paying the same annual tax as the proprietors.

June 12, 1830, the Club voted to purchase the property of the Bangor Athenæum, believing "it will be for the interest of the two Corporations that the proprietors of the

Bangor Athenæum should be associated with the present proprietors of this Club." The name of the Club does not appear in the records or newspapers after 1831. It was called the Athenæum, and January 6, 1834, it was voted to sell the whole property at public auction on January 16th, and divide the proceeds among the proprietors. Some of the books, however, were kept together, and formed part of the Bangor Social Library. Many of them are still in the Bangor Public Library.

Librarians: Benjamin B. Thatcher, John E. Godfrey, Charles B. Wells, Mighill H. Blood, John S. Carter, Theophilus P. Chandler.

Honorary Members: Jacob McGaw, Allen Gilman, William D. Williamson, William Emerson, Amos Patten, Rev. Swan L. Pomroy, Rev. John Smith, Rev. George E. Adams, Lieut. J. B. F. Russell, J. S. Gallagher, Dr. Joshua P. Dickinson, James B. Fiske, James Crosby, Thomas Furber, Rev. Thomas B. Ripley, Thomas Drew, Rev. Greenleaf Greeley, Rev. Benjamin Huntoon, Samuel Butman.

BANGOR SOCIAL LIBRARY.

In October, 1834, the subscribers to a new Library, called the Bangor Social Library, were notified to meet at the office of Henry Warren and Augustus J. Brown, lawyers, for the purpose of organizing and transacting any business.

The shares were sold for ten dollars each and seventy-one were taken by November 17th of the same year by men still well remembered in our city. Several of the proprietors of the Bangor Literary Club, which closed its Library the preceding winter, were among the first stockholders in the new Library. The following are some of the names of the stockholders:

Edward Kent, Theophilus P. Chandler, John A. Poor, Cyrus Goss, Theodore S. Dodd, Samuel H. Blake, Isaiah Stetson, George W. Pickering, George Stetson.

The Library was soon opened with 500 volumes, some of them formerly belonging to the Bangor Athenæum or Bangor Literary Club. Proprietors were allowed to take out two volumes, at one time, for each share.

There was an annual assessment of three dollars on each share, and subscribers were admitted, during 1841-2, to the use of the Library by paying the same sum. In 1852, the assessment was raised to four dollars and in 1855, it was raised to five dollars.

At first, the Library was in Samuel S. Smith's printing office in the third story of the block just beyond No. 44 Main street. The following year, a room over Kenduskeag Bank, West Market Square, was used, and about 1840, a room in the second story of a building, about where the Bangor Athenæum Library was formerly situated, was obtained. In 1845, the Library of 1400 volumes was placed under the care of the Bangor Mercantile Association, with the agreement that the members pay the same assessment as the members of the Mercantile Association and be allowed one dollar of each assessment to add to their Library. The libraries continued in the same room, as separate Libraries, until March 18, 1858, when the books, then numbering 1700 volumes, were transferred to the Bangor Mercantile Library, and the stockholders in the Social Library were admitted to membership in the Bangor Mercantile Association without paying the usual fee for membership.

Librarians: George A. Pierce, 1834; Theodore S. Dodd, 1835; George R. Smith, 1836; Emery Livermore, 1837; Dr. R. K. Cushing, 1838; Samuel S. Smith, 1839-1845. *Afterwards* the Librarian of the Bangor Mercantile Library had charge of the books of the Bangor Social Library.

BANGOR MERCANTILE LIBRARY.

In 1843, the following notice was circulated among the merchants of Bangor: "The merchants of the City of Bangor are requested to meet at the City Hall, on Thursday evening, November 2d, at 7 o'clock, to take into consideration the expediency of forming a Mercantile Association." This call received the signatures of fifty-one firms and fifty-four individuals.

The meeting was held and the Association formed with the object of "establishing a Library, a system of instruction by lectures and debates, and such other means as we shall think it expedient to adopt, which will facilitate mutual intercourse, promote a spirit of mutual inquiry, render us more intelligent upon mercantile and other subjects of general utility, and qualify us to discharge properly the duties of our profession, and the social duties of life."

On the 18th of the following January, the Reading Room in the second story of Mr. Wellington's store on Main street, *now* No. 44, was opened, and February 5, the Association was incorporated by act of Legislature. In December, 1844, a circular was issued by the Secretary of the Association, asking aid in the establishment of the proposed Library. About 300 books and nearly \$1000 were contributed and an arrangement completed with the stockholders of the Social Library, whereby the use of that Library, comprising "about 1400 volumes of well selected standard and miscellaneous works," was secured for three years to the members of the Mercantile Association. The Library was opened March 29, 1845, with about 2300 volumes upon the shelves, or ordered.

At the expiration of the three years' agreement with the Social Library, the time was extended, until March 18, 1858, when the proprietors of the Social Library transferred

their collection, then numbering about 1700 volumes, to the Bangor Mercantile Association, and the rule regarding members was amended so that the stockholders of the Bangor Social Library were admitted to membership in the Bangor Mercantile Association.

Members were allowed, at first, the use of two books at a time, and afterwards four books. The fee for membership (except in the case of the stockholders of the Bangor Social Library) was always one dollar. The annual assessment was three dollars until April 11, 1850, when it was raised to four dollars. April 13, 1854, it was raised to "five dollars except in case of clerks who are minors, and unmarried women, whose assessment shall be four dollars annually."

April 27, 1865, the assessment was again raised, to six dollars, and May 23, 1871, Article 7 was amended to read as follows: Each member and subscriber shall be subject to a semi-annual assessment of four dollars for the use of the Library and News Room. A semi-annual assessment for the use of the Library alone, with the privilege of four books at a time, of three dollars; for the use of the Library alone, with the privilege of one book at a time, one dollar and fifty cents."

May 23, 1871, the proprietors voted to change the name of the Association to the Bangor Library Association.

As early as 1867, it was proposed to unite the libraries of the Bangor Mercantile Association, Bangor Mechanic Association, and Bangor Historical Society, and December 15, 1873, the Bangor Mercantile Association voted "to transfer the books and other property belonging to the Bangor Library" [or Mercantile] "Association to the Bangor Mechanic Association, on condition that the Mechanic Association shall agree to assume the liabilities of the Bangor Library Association, and also shall allow *all* citizens

of Bangor the use of their books and privileges of membership on equal terms," and on January 27, 1874, nearly ten thousand books and other property were transferred to the Bangor Mechanic Association.

Early in 1847, the Library was moved from No 44 Main street to the second story of the Market House which stood near the place now occupied by the Custom House (the building was about fifteen feet from Kenduskeag Bridge).

When the United States Government purchased the Market House, another removal was necessary, and in December, 1853, the Library was moved to the second story of the new Bowman Block, Kenduskeag Bridge.

In January, 1871, the Library and Reading Rooms were moved to the new Kenduskeag Block, No 11 State Street.

Librarians: Samuel S. Smith, 1844-1847. Thomas Smith, 1847-1869. Edward H. Cass, 1869-1873. Miss Ellen J. Adams, 1873-1874.

BANGOR MECHANIC ASSOCIATION LIBRARY.

The Bangor Mechanic Association was incorporated February 12, 1828, and the first meeting was held on the 15th of April by the following members :

Edward Sargent, James Tilton, John Williams, Henry Call, Edmund Dole, Bradford Harlow, John Reynolds, Jacob Garland, Michael Sargent, John Sargent, Zebulon Smith, Benjamin Haskell, Preston Jones, Stephen Giddings, John Brown, Nathan B. Wiggin, Amaziah S. Moore.

Mr. Godfrey gave the following reason for this organization in his "Annals of Bangor." There was much feeling at this time among the apprentices against the clerks in stores on account of their real or supposed assumption of superiority, and the older mechanics were determined to afford the apprentices such opportunities as it was in their

power to provide, to become at least the equals, if not the superiors, of the clerks in intelligence and cultivation. This was one of the ends for which the association was organized, and it accomplished much good."

There was felt among the mechanics of that day a pressing call for means and methods in aid of self-culture. The apprentice, on arriving at his maturity, might find himself sufficiently master of his trade to take an honorable position as a workman, but, in nearly all cases, he also found that the years he had been devoting to the learning of his trade, had been employed by others of his own age, who were engaged in other pursuits, in a greater or less degree in the cultivation of their intellectual powers in the schools. A clear perception of the evils resulting from an imperfect early education, induced the intelligent and enterprising mechanics of that day to establish this Association, for the purpose of offering an opportunity to its members to remedy as far as possible, the neglect of early intellectual culture under which they might be laboring, and nobly did they pursue their work; and many are the examples of young mechanics who, by the aid of this Association, have so far improved their education as to be able to discharge important duties which have devolved upon them, to the benefit of the community where they have been located, and honorable to themselves.

The Association for many years claimed, and secured the hearty interest and support of its members. Regular weekly meetings were kept up and well attended; lectures were delivered and interesting and instructive debates held by its members:—subsequently other Associations organized for special purposes and holding out more tempting inducements, began to spring up, thus weakening this one most

materially in its power for usefulness through its former methods of lectures and debates.

At first, there was apparently no intention of starting a library, as the only reference to books in the by-laws adopted April 15, 1828, is in Article 9, which reads :

“Section 1. There shall be a regular systematic course of Lectures adopted, and four Professorships created, viz : On Natural Philosophy, on Chemistry and Mineralogy as connected with the Arts, on manufactures, and on Architecture and Mechanics, as soon as this Association shall think expedient.

Section 2. When any models of machines, of new invention, drawings of machines, and books as connected with mechanics, shall be given in donation to this Association, they shall be in the care of the Secretary, subject to the direction of the Government, and the inspection of the members.”

Lectures and debates were the chief objects of the Association at that time, and for thirty years, or more, proved very successful. The work of the Association in the cause of education was of much benefit to the city, and it has been said, that our excellent school system owes much of its success to the earnest efforts of the mechanics of Bangor during the early years of her experience as a city.

In December, 1829, the subject of a Library was brought before the Association by the Committee appointed to consider the disposition of surplus funds, who reported, that the committee “are of opinion that the interest of the Association would be promoted by expending a part of the money in useful books, which shall be the beginning of a Library which may hereafter be enlarged as the Association may think proper, and they would further recommend that the Association become a subscriber to some periodical publi-

cations." Bradford Harlow, James Burton, and Henry Call were appointed a Committee to select the first books for the little Library, which, for some years, was so small as to be kept in a chest. The books selected were "Gregory's Dictionary of Arts and Sciences in three volumes, and three volumes of the Encyclopedia Americana and one volume of plates belonging to the same." They also subscribed for the "Library of Useful Knowledge, and Silliman's Journal of Arts and Sciences."

The fee for membership to the Association was two dollars with an annual assessment of one dollar, but, in 1838, the assessment was raised to two dollars per year. Members and widows of deceased members were allowed to take out two volumes at a time, sons and apprentices one, orphans of deceased members one volume, until 1874, when subscribers were admitted to the use of the Library without becoming members of the Association. The rules were therefore changed as follows: Any citizen of Bangor may become a member of the Association, or a subscriber to the Library; members and subscribers are entitled to the privileges of the Library, by the payment of two dollars per year. Members, subscribers, and widows of deceased members, may take out two volumes at one time. Minors, apprenticed to members and orphans of deceased member may take out one volume at a time."

In 1866, it was voted to open a subscription for a trust fund for the benefit of the Library. Franklin Muzzy and Thomas N. Egery headed the list with \$1000 each, ten \$200 subscriptions and thirteen \$100 ones were made, and smaller sums were added which made the total amount \$6535. By the will of Mr. Muzzy, in 1873, \$4000 were added to the fund which increased the sum, then invested, to \$12,000 which is now held by the city, in trust, for the benefit of the

Library and known as the Bangor Mechanic Association Fund.

In 1873, the Bangor Mercantile Association voted to transfer their Library to the Bangor Mechanic Association on condition that all citizens of Bangor should be admitted to the privileges of the Library on equal terms with the members of the Association. The rules were changed and the Library was afterwards called Bangor Mechanic Association Public Library.

In 1883, the Mechanic Association entered into an agreement with the City of Bangor, whereby the Library, then numbering 19,475 volumes, was conveyed to the City, in trust, and the income of the Fund of \$12,000 was forever pledged toward its maintenance. It was provided in the agreement that the City should establish a Public Library, appropriating for the purpose, perpetually, the income of the munificent bequest of \$100,000, given by Samuel Freeman Hersey for the benefit of the citizens of Bangor ; and it was also provided that the Mechanic Association should be entitled to nominate annually four members of the Board of Managers of the Library.

The Library has generally been kept in the hall of the Association (when Mr. Sayward was Librarian the books were kept in a chest at his shop on Exchange street). As the Library increased, many removals became necessary. The early meetings of the Association were held in Cram's Hall, West Market Square. From December, 1828, to April, 1834, they were held in the upper story [called Baptist Hall] of the First Baptist Church. In 1834, the Mechanics' Lecture room, in the third story of Mercantile Block, West Market Square, was fitted up for the use of the Association. In 1837, a room in the second story of a building on Wall street [now the west side of Pickering

Square] was obtained; in 1838, a room in Wadleigh's Block [now called Granite Block] was used, and in 1843, the Library was moved to a room in the upper story of Smith's Block, on the lower corner of Hammond and Central streets, where the Association held their meetings and kept their Library for several years. More room being needed, in October, 1856, their new hall in Granite Block, East Market Square, was first occupied. In 1867, the Library was moved to rooms on the upper corner of Hammond and Franklin streets, but the rooms proving too small, the Library, in 1871, was again moved, to No. 8 [now 62] Stetson's Block, State street. In 1874, after the union with the Bangor Mercantile Library, the final removal was made to the rooms in the second story of Kenduskeag Block, east end of Kenduskeag Bridge, formerly occupied by the Mercantile Library.

Librarians: John S. Sayward, 1830-31; James Burton, 1832; John S. Sayward, 1833; Reuben Bagley, 1834-35; C. H. Wing, 1836; Samuel Ramsdell, 1837; T. H. Morse, 1838; O. S. Beale, 1839; Moses Saunders, *Jr.*, 1840; E. T. Fox, 1841; T. B. Rider, 1842; W. H. Perry, 1843; J. C. Mitchell, 1844; H. S. Brown, 1845; A. L. Perry, 1846; O. P. Sawtelle, 1847; Willard Cutter, 1848-9; L. W. Rogers, 1850-51; Daniel Holman, 1852-6; G. W. Orff, 1857; A. W. Benson, 1858; William S. Townsend, 1859-64; W. L. Seavey, 1865; W. H. H. Pitcher, 1866; Daniel Holman, 1867-1883.

BANGOR PUBLIC LIBRARY.

The Bangor Public Library was established and opened to the public in April, 1883, in accordance with the terms of a city ordinance, whereby provision was made for its organization and perpetual maintenance. The Library had

on its shelves, at the time of its opening, 19,475 books from the combined Libraries mentioned above. The establishment and maintenance of a Public Library was rendered practicable by the munificent bequest to the City of Bangor of \$100,000 made by Samuel Freeman Hersey, the income of which, together with the income of the fund of \$12,000, belonging to the Bangor Mechanic Association, is devoted perpetually to this purpose.

The use of books in the Reading Room is free to all, but for home use the small sum of one dollar per year, for each Library card, is charged to residents of Bangor, with no limit as to age. Non-residents can have the use of books from the Library for three dollars per year.

The Library is still in Kenduskeag Block, but we hope the time is not far distant when we shall have a building for Library purposes alone, and thus protect our valuable collection from the great danger of fire.

Librarians: Daniel Holman, 1883-1887; Mrs. Mary H. Curran, 1888.

AGREEMENT RELATING TO THE HERSEY FUND.

The following action was taken by the City Government and the Bangor Mechanic Association in connection with the establishment of the Bangor Public Library.

MEMORANDUM OF AGREEMENT.

Memorandum of agreement made and entered into between the Board of Trustees of the Hersey Fund, of Bangor, Penobscot County, Maine, and the Bangor Mechanic Association of said Bangor.

Witnesseth:—Whereas, the said Board of Trustees, created by an ordinance of said City of Bangor, passed March 13, 1883, entitled “An ordinance to provide for the administration of the Hersey Fund,” are authorized by

Sec. 4 of said ordinance to devote certain of "the annual income of said fund to the establishment and perpetual maintenance of a Public Library in Bangor, either independently or in connection with some existing Library;" and, whereas, said Bangor Mechanic Association is willing to join said Board of Trustees in the establishment and perpetual maintenance of such Public Library,

Now, therefore, in consideration of the premises, and in order to establish and perpetually maintain such Public Library, the said Bangor Mechanic Association hereby agrees to transfer to the City of Bangor all the books now constituting the Library of the Bangor Mechanic Association, to be held by said City of Bangor *in trust* for a Public Library, to be used in common with such books as may be hereafter purchased by the income of the Hersey Fund, as provided in the aforesaid ordinance, for the purposes of a Public Library.

And said Bangor Mechanic Association further agrees that all books, which may hereafter be purchased by proceeds of funds now held *in trust* by said City of Bangor for said Association, shall be purchased under the direction of the Board of Managers hereinafter provided for, and shall be held and owned by said City of Bangor *in trust* in like manner as hereinbefore stated.

And, in consideration of the premises, it is further agreed by and between both of the parties hereto, that the books now constituting the Library of the Bangor Mechanic Association, and such books as shall be hereafter purchased by proceeds of funds of the said Association and of the Hersey Fund, shall constitute a Public Library to the maintenance of which the income of the Fund of the Bangor Mechanic Association, and the income of the Hersey Fund shall be perpetually devoted, and which shall be exclusively and

entirely under the control and direction of a Board of Managers, consisting of the Board of Trustees of the Hersey Fund and of such officers of the Bangor Mechanic Association, not exceeding four in number, as said Mechanic Association may designate as members of said Board of Managers.

And it is further agreed that the Mayor of the City of Bangor, being, *ex-officio*, chairman of the Hersey Trustees, shall be also chairman of the Board of Managers of the Public Library. And the library established under the provisions of this agreement shall be perpetually known as the Bangor Public Library.

It is also mutually agreed that this agreement shall take effect at the date of the acceptance by said City of Bangor of conveyance by the Bangor Mechanic Association of the Library and books hereinbefore provided for. And it is also agreed that no agreement entered into by the Mechanic Association for the current year shall be hereby impaired.

(Signed.) BANGOR MECHANIC ASSOCIATION,

by GEORGE S. HALL,
President.

F. A. CUMMINGS,	}	Board of Trustees of the Hersey Fund.
JOHN L. CROSBY,		
FRANKLIN A. WILSON,		
FREDERICK M. LAUGHTON,		
SAMUEL F. HUMPHREY,		

CONVEYANCE OF THE LIBRARY.

Whereas, the Board of Trustees of the Hersey Fund, acting under authority conferred upon them by an ordinance of the City of Bangor, passed March 13, 1883, entitled "An ordinance to provide for the administration of the

Hersey Fund," and the Bangor Mechanic Association of said Bangor, have entered into an agreement in writing of even date herewith, [a copy of which agreement is hereunto annexed] for the purpose of establishing and perpetually maintaining a Public Library in the City of Bangor, now therefore, in consideration of the premises, the said Bangor Mechanic Association, for the purpose of performing the duties and stipulations provided by said agreement to be performed by said Association, does hereby transfer and convey *in trust* to said City of Bangor, all the books now constituting the Library of the said Bangor Mechanic Association, and also all the books which may hereafter be purchased by the income of funds now held *in trust* by said City for said Association, the same to be held *in trust* for a Public Library under the conditions and stipulations fully set forth in said agreement, a copy of which is hereunto annexed.

Dated at Bangor this twenty-first day of May, A. D. 1883.

BANGOR MECHANIC ASSOCIATION,

by GEORGE S. HALL,

President.

CITY OF BANGOR.

IN CITY COUNCIL.

Resolved,—That the City of Bangor does hereby accept from the Bangor Mechanic Association the Conveyance to the City of Bangor of the Library of said Association, and of all the books which may hereafter be purchased by the income of funds now held *in trust* by said City for said Association *in trust* for a Public Library, in accordance with the terms and conditions, and for the purposes set forth in the Conveyance by said Association to the City of Bangor,

dated May 21, 1883, and in an agreement executed between said Association and the Trustees of the Hersey Fund; copy of which agreement is annexed to said Conveyance.

Finally passed, June 5, 1883.

BY-LAWS OF THE BOARD OF MANAGERS OF THE BANGOR PUBLIC LIBRARY.

ARTICLE I.

OFFICERS.

The officers of the Board shall be a President, Vice-President, Secretary and Treasurer.

The Mayor of the City, shall be, *ex-officio*, President of the Board, as provided in the contract between the Trustees of the Hersey Fund and the Mechanic Association.

The President of the Mechanic Association shall be *ex-officio*, Vice-President of the Board.

The Secretary and Treasurer shall be chosen by the Board, by ballot, at the annual meeting, and shall serve for one year and until others are chosen and qualified in their stead.

ARTICLE II.

PRESIDENT.

The President shall preside at all meetings of the Board at which he is present.

ARTICLE III.

VICE-PRESIDENT.

The Vice-President shall preside in the absence of the President, and, if both are absent, a President *pro tempore* shall be chosen.

ARTICLE IV.

VOTE OF PRESIDING OFFICER.

The Presiding Officer shall not be entitled to vote at any meeting, unless a tie occurs, in which case he shall throw the casting vote.

ARTICLE V.

SECRETARY.

The Secretary shall keep a faithful record of the doings of the Board, and shall have the custody of all documents, except those relating to financial matters, and shall give due notice of all meetings of the Board and perform all other duties properly appertaining to his office.

ARTICLE VI.

TREASURER.

The Treasurer shall have the custody of all funds of the Board and all documents relating thereto. He shall pay all bills approved by the Finance Committee under authorization of the Board. He shall keep an accurate account of receipts and expenditures and make a report to the Board at the annual meeting. He shall give a bond, if required.

ARTICLE VII.

COMMITTEES.

The Board shall choose from its own number, by ballot, at the annual meeting, a Library Committee, a Purchasing Committee, a Finance Committee, and an Auditing Committee.

The Library Committee shall consist of three members, and each of the other Committees of one member.

All the Committees shall serve for one year and until others are elected in their stead. They shall act under the direction of the Board and shall report to the Board from time to time, and all measures proposed by them shall be submitted to the Board for approval.

ARTICLE VIII.

LIBRARY COMMITTEE.

The Library Committee shall have supervision of all business relating to the Library and Reading Room and the keeping, cataloguing, and delivery of books, and the work of the Librarian.

ARTICLE IX.

PURCHASING COMMITTEE.

The purchasing Committee shall expend such sums as the Board may from time to time appropriate, in the purchase of such books and periodicals as may be needed for the Library and Reading Room. The Committee shall also make a report to the Board at the annual meeting.

ARTICLE X.

FINANCE COMMITTEE.

The Finance Committee shall examine all bills and report a list of the same at each quarterly meeting, and, after the acceptance of the report by the Board, the bills shall be approved by the Finance Committee and paid by the Treasurer.

ARTICLE XI.

AUDITING COMMITTEE.

The Auditing Committee shall examine annually the Treasurer's account and certify its correctness.

ARTICLE XII.

LIBRARIAN.

At the annual meeting, or as soon after as may be convenient, the Board shall elect, by ballot, for a term not to exceed one year, a Librarian and a sufficient number of assistants. The salaries of the Librarian and assistants shall be fixed at the time of their election. Their duties

shall be such as the Board may, from time to time, determine.

ARTICLE XIII.

USE OF LIBRARY.

All citizens of Bangor shall be entitled to the use of the Library and Reading Room, on equal terms, under such rules as the Board may from time to time ordain.

ARTICLE XIV.

MEETINGS.

The annual meeting of the Board shall be held on the third Tuesday in January, and regular quarterly meetings shall be held on the third Tuesday of April, July and October of each year. Special meetings shall be called by the Secretary, at any time, by direction of the President, or by request of two members of the Board.

ARTICLE XV.

QUORUM.

Five members of the Board shall constitute a quorum for the transaction of business.

ARTICLE XVI.

AMENDMENTS.

These by-laws may be amended by vote of a majority of those present at any meeting of the Board, written notice of the proposed amendment having been submitted to the Board at the previous meeting.

RULES OF THE LIBRARY.

ARTICLE I.

OPENING AND CLOSING.

Unless otherwise ordered by the Board of Managers, the Library and Reading Room shall be open every day, except Sundays, from 9 A. M. to 9 P. M.

ARTICLE II.

USE OF BOOKS IN THE READING ROOM.

The use of books in the Reading Room shall be free to all persons of proper behavior and condition. When a book is wanted, its name or number, together with the name and residence of the borrower, must be written on a slip furnished for that purpose, and left with the attendant. The slips shall be arranged in the drawer in numerical order of the shelf numbers, or alphabetical order of the titles, and when any book is returned the corresponding slip shall be taken from the drawer and cancelled. Every book issued must be returned by the borrower before leaving the Reading Room.

Conversation, avoidable noise, and disorderly conduct are prohibited. The attendant is required to check every irregularity of the kind, and, if necessary, to make report thereof to the Librarian.

ARTICLE III.

USE OF BOOKS AT HOME.

Any person of good character, residing in Bangor, shall be entitled to have from the Library one or more Library Cards, providing for home use of books under the following conditions.

Each card shall entitle the holder to home use of one volume at a time, under the Rules of the Library, until the first day of January next ensuing after the date of the card. For each card a payment of one dollar shall be made, provided the card is issued before the first day of July in any year. A payment of fifty cents shall be made for each card issued on, or after, the first day of July.

Each person, to whom one or more cards may be issued, shall sign a receipt certifying the number and date of each card received and the recipient's name and address, and agreement to comply with the Rules of the Library. Immediate notice of any change of residence must be given at the Library. The registered holder of a card is, in all cases, responsible for books taken with it.

Residents of neighboring towns may be allowed home use of books, on approval of the Library Committee, after signing receipt as before provided and making payment of three dollars for each Library Card issued before the first day of July in any year, and one dollar and fifty cents for each card issued on, or after, the first day of July.

In all cases payment for cards must be made when the cards are delivered.

All cards issued in any year shall continue in force until the first day of January next ensuing.

The Librarian shall have authority to require of any applicant a satisfactory reference, or a deposit of money, when necessary for the protection of the Library.

All the cards sold shall be numbered in the order of their issue, and the numbers shall be entered, in order, in the Record of Library Cards, and the name and address of the holder and date of issue shall be noted opposite each number.

The Librarian shall have authority to issue Library Cards for temporary use, which shall be numbered in the order of their issue, and noted in a book kept for that purpose. Books taken on temporary cards shall be paid for at the rate of four cents per day for each book taken. The list of temporary cards shall be transferred to the Record of Library Cards at the end of each year. Rules which apply to issue and return of books shall govern books issued on temporary cards.

Books taken from the Library must be returned or renewed within fourteen days. Periodicals must be returned or renewed within three days. Books and periodicals must be returned to the Library after one renewal. No book or periodical returned to the Library shall be re-issued the same day. Persons returning books should always deliver them to one of the attendants.

Any person who detains a volume longer than the regulations permit shall be fined two cents for each day of detention. When a book becomes overdue, not being returned within fourteen days from and after the day on which it was taken, a notice shall be sent to the holder, by mail, on the day the book becomes overdue, requesting its return. If it is not returned within seven days, from and after the date of the first notice, a second notice shall be sent and if the book is not returned within seven days from the date of the second notice a messenger shall be sent for it, the cost of sending being charged to the holder of the book. If, however, a book becomes due on Sunday, it may be returned, without fine, on the next day following.

No person shall be allowed to take a book from the Library who appears by the records to be accountable for a book taken, or for a fine or forfeiture imposed.

Books shall not be issued to members of households in which contagious disease is known to exist.

All persons having books from the Library will be held responsible for their injury or loss, and, when injury or loss of any book occurs, the person holding the card with which the book was taken shall replace the book or pay the amount determined by the Librarian.

ARTICLE IV.

RECORD OF BOOKS ISSUED.

The date of issue and return of each volume taken with a Library Card shall be stamped thereon, and a corresponding slip, containing the shelf number of the volume and day and month of its issue and the name of its borrower, shall be preserved.

The slips for each day shall be placed in the numerical order of the shelf numbers in a dated compartment of the drawer used for their preservation. When a book is returned, the corresponding slip shall be taken from the drawer and cancelled.

When all the spaces on a Library Card are stamped, a new card shall be issued on surrender of the old one, provided the time paid for has not expired, and the new card shall have the same number as the old one, and the date of the new issue shall be entered in the Record of Library Cards opposite the number of the original card.

When a card is lost, the Librarian may issue a new one seven days after notice of the loss has been given at the Library, but the loss of a card will not remove the owner's responsibility for its subsequent use. If a lost card is recovered, after a new one has been issued in its stead, the duplicate must be immediately returned to the Library.

A record shall be kept of the number of books issued daily from each class for the Reading Room and a similar record of those issued for home use.

ARTICLE V.

CLASSIFICATION AND NUMBERING.

The books, belonging to the Library, shall be arranged and numbered in accordance with the system of classification devised by Melvil Dewey and published by the Library Bureau, the general classes being as follows :

0. General Works.
1. Philosophy.
2. Religion.
3. Sociology.
4. Philology.
5. Natural Science.
6. Useful Arts.
7. Fine Arts.
8. Literature.
9. History.

In numbering the books, the numbers for class, division, section and sub-section shall be used, the intention being to make the classification as complete as it can be made without deviating from the authorized system.

In assigning the numbers, the directions given by the author of the system shall be closely followed.

A symbol, according to the Cutter system, indicating the name of the author of the book, or the author of the first essay of a collected series, shall follow the sub-section number except in the following instances. In numbering biographies and town histories, the symbol of the name of the person or town shall be used instead of the symbol of the author's name. In numbering the works of an author,

whose name is unknown, the letter A shall be used as a substitute for the symbol until the author's name is disclosed. When a sub-section is devoted entirely to one author, the symbol shall be omitted and the books shall be arranged in chronological order, and consecutive numbers, following the sub-section number, shall be assigned to the works. When several books by the same author, or biographies of the same person, or histories of the same town, are grouped together, they shall be arranged chronologically, and consecutive numbers, following the symbol, shall be assigned to them. In numbering periodicals, the Cutter symbols shall be used for the names of the periodicals.

Works of so general a character, as to make it desirable to have them at the beginning of a section, may be numbered without the author's symbols.

Duplicates shall have the same shelf number.

Successive volumes of the same work shall have the same shelf number, the number of each volume serving as a distinguishing mark.

The shelf number and the accession number of each volume shall be written on a suitable slip and pasted inside the cover. The shelf number shall also be indicated on the back of each book.

At least one copy of every book, of which the Library has more than one copy, shall be appropriated to the Reading Room use and marked with the letter A after the shelf number, and shall remain in the Library room as a shelf copy for the use of readers. All other books, which, in the judgment of the Library Committee should be appropriated to Reading Room use, shall be marked with the letter A and no book, so marked, shall be issued for home use without the consent of the Library Committee. Books

marked with the letter R shall not be issued for home or Reading Room use without the consent of the Library Committee.

ARTICLE VI.

CATALOGUES.

The record of books added to the Library, and removed from it, shall be preserved in suitable catalogues as hereinafter provided.

All books added to the Library, shall be numbered in the order in which they are received, and shall be so recorded in the Accession Record. In addition to the accession number, the shelf number of each volume shall also be entered therein. Opposite the numbers, the title of the book shall be recorded, and the name of the author, if known, together with notes of the size of the volume and the number of pages, the names of publishers, and place and date of publication. The books being so entered in the Accession Record, the last entry, at any time made, will show the number of volumes added to the Library since its commencement.

When any book is re-bound, worn out, lost, exchanged, or sold, it shall be noted, with the date, in the Accession Record opposite the number of the book.

Every pamphlet shall be recorded in the Record of Pamphlets, the title and date of reception, and other items of interest, being noted. The number, opposite which the pamphlet is recorded, shall also be noted on the cover of the pamphlet as a guide to the entry in the Record. When a pamphlet is bound, the date of sending to the bindery and the accession number of the bound volume shall be noted opposite the original entry. When a pamphlet is removed from the Library, the date and cause of removal shall be noted opposite the original entry.

There shall be a card catalogue for the use of the attendants, in which authors, titles, and subjects shall be included. There shall also be a card catalogue, supplementary to the printed catalogue, in which shall be included authors and titles, which shall be open to the public.

Every book title shall appear in its proper place in the card catalogue of titles, and shall be preceded by the shelf number and followed by the author's name, with pseudonym, if any, in parenthesis, or the abbreviation *anon.* in parenthesis if the author's name is unknown and there is no pseudonym.

In arranging titles in the catalogues, articles or other unimportant words, commencing the title, shall be omitted or transposed, each entry being made in such form as may seem likely to be most easily found by readers.

Each author's name and each pseudonym shall appear in the card catalogue of authors; each pseudonym being followed by the abbreviation *pseud.* in parenthesis, and reference to the author's name. Each author's name shall be followed by the titles of the author's works in alphabetical order, the shelf number preceding each title.

An outline of the contents of any work, or a few words to indicate its character, may be given in subject, author, or title lists when expedient.

There shall be a shelf catalogue in which the volumes belonging to the Library shall be entered, on sheets, and arranged in order of the shelf numbers, with title of the volume, author's name, accession number, and number of volumes noted opposite.

The printed catalogue shall be copied from the shelf and card catalogues, the Subject Index being placed first and followed by the Subject List, Author List, and Title List in consecutive order. In the printed Title List each title

shall be placed under its most prominent word and generally appear but once. When several titles are grouped together under one prominent word which indicates the subject, only one entry shall be made for the group, with reference to the proper number in the Subject List. When the author's name is the most prominent word of a title, the title may be omitted from the Title List.

All books sent out for binding shall be recorded by accession number, shelf number, and title in the Record of Binding, and the date of sending and date of return shall be noted.

All books permanently removed from the Library shall be entered in the Removal Record in the order of their removal, with statement of the accession number and title of each volume, and date and cause of removal. The list of books, so entered, shall be numbered in order, so that the last entry made in the Removal Record shall show the number of volumes permanently removed from the Library.

ARTICLE VII.

SHELVING.

When the numbers have been placed upon the book-plates and the backs of the books, the books shall be shelved in the cases assigned to the classes in the order of their numbers, leaving sufficient spaces for additions.

When, for sufficient reason, a book is not shelved in the place indicated by the shelf number, a numbered dummy shall be put in the place of the book with a reference showing where the book may be found.

New books shall be examined for faults of printing or binding before they are numbered. All books, returned by readers, shall be examined before they are shelved. If pencil marks are found, they shall be erased, and if bind-

ings are loosened, they shall be repaired, and any damage, beyond reasonable wear, shall be charged to the last holder of the book.

ARTICLE VIII.

LIBRARIAN AND ASSISTANTS.

The Librarian shall have general supervision of all the Library work and be responsible for the enforcement of the Library Rules. She shall keep a record of persons holding Library Cards, and a correct account of all sums collected for the Library. Settlement shall be made with the Treasurer, from time to time, as he may direct. The Librarian shall also make a report of the work of the year to the Board of Managers at the annual meeting.

The assistants shall act, at all times, under the direction of the Librarian, each one attending to such work as the Librarian may, from time to time, appoint.

It shall be the duty of the attendants to answer all applications for books as promptly as possible and to assist applicants in finding such books as they desire.

Conversation with the attendants, on other than Library business, is not allowed in the Library Rooms.

Applicants shall not be allowed to go to the shelves to select books, or to examine books that can be taken to the Reading Room.

Persons, wishing to consult more than one book at a time in the Reading Room, may do so, but no person shall have the right to withhold from another applicant any book not actually in use.

No order shall be taken, by any attendant, for books in advance of delivery, nor shall any book be reserved for any person, or charged in advance of delivery. The Library attendants are not allowed to charge books or periodicals to

themselves until such books or periodicals have been available to the public for at least one hour, nor may they use their official position to confer upon themselves or their friends any advantages in the use of books not available to all users of the Library.

It shall be the duty of the Librarian to suspend the issue of books to any person who willfully violates the rules or injures property belonging to the Library, or whose behavior or condition, in any respect, is such as to justify such suspension. Persons, whose privileges are thus suspended, shall not be again entitled to receive books until the damage to property, if any, is paid and the Librarian is satisfied that the suspension need not be longer continued.

Books, or other articles, offered to the Library may be accepted, if of sufficient value, by advice of the Library Committee, and, when so accepted, notice shall be given to the donor by the Librarian with a suitable acknowledgement, and the books shall be recorded in the Donation Record.

ARTICLE IX.

HOURS OF ATTENDANCE.

When the Library is open, the presence of all the attendants is required from 9 to 11 A. M. and from 3 to 5 P. M. The Librarian shall arrange the hours of service from 11 A. M. to 3 P. M. and from 5 to 9 P. M. as the Library work may require, apportioning equally among the attendants the time during which one or more may be relieved from duty without detriment to the Library work.

The Librarian shall have authority to excuse from service any attendant wishing, for sufficient reason, to be excused and furnishing a satisfactory substitute.

The attendance of the Librarian and assistants shall not be required on legal holidays provided a sufficient number of experienced substitutes are furnished to properly receive and deliver books on those days. Compensation shall be given for Library work on holidays as may be ordered by the Board of Managers. The attendants shall have a vacation of eighteen days annually. All absences from the Library during the hours of duty being accounted part of the vacation unless authorized for Library work, or excused by vote of the Board of Managers. The Librarian shall keep a record of all absences during the appointed hours of duty and make a report thereof to the Trustees when required. She shall also allot the days allowed for vacation as the Library work may permit. The Librarian shall have authority to designate one of the attendants who shall be Acting Librarian during her absence.