

Eastern Illinois University

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Annual Reports

Booth Library

1901

First Annual Report of the Librarian of Eastern Illinois State Normal School 1900-1901

Florence M. Beck

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First annual report
of the
librarian
of the
Eastern Illinois State Normal School
1900 - 1901.

To H. C. Ford,

Pres. of the Eastern Illinois State Normal Sch

I herewith submit my annual report for the school year ending June 21, 1901.

The library contains about 3100 volumes not including government publications or periodicals. The present collection contains little waste matter. It has been selected with care and skill and is in very general use.

During the year 612 volumes have been purchased at a cost of \$624.66.

The library has been the grateful recipient of 113 books, 2 daily papers and a number of pamphlets as gifts. The following is a list of donors:-

J. P. Lyode, Henry Johnson, J. K. Stableton, E. H. Ja

Illinois Lodge of Free Masons, Charleston Daily Courier and Charleston Daily News.

The books of the library are classified according to the Dewey Decimal System.

The card catalogue which is of dictionary arrangement is still incomplete, books belonging to the class 900 not having been catalogued.

The library has been open 178 days for 32 hours a day.

The average daily circulation which has shown a steady increase is 36.6 books. This gives little idea of the service of the library as books are in constant use in the reading room but considering the enrollment of the school and the size of the library it indicates a healthy

circulation.

During the year four books and three periodicals have been damaged and \$5.57, the cost of the same, collected.

The students have access to stacks and unrestricted freedom in the use of books.

The inventory taken in January showed a loss of but two volumes during the year and a half which the library had been open.

The librarian has striven to give all needed help in finding and selecting books and to render individual assistance in so far as other duties permitted but if opportunity could be given for some instruction the time of librarian and students would be saved.

The library should be an intellectual an

inspirational force along all lines of human thought. It should be a purveyor to the literary, artistic, scientific and aesthetic needs of the school and in closing this report I would express the desire and the hope that along these lines its influence may extend.

Florence M. Beck

Libr.