

ANNUAL REPORT – 1950

Year established

1951

Free or Association?

Free

Public Library

POPULATION OF MUNICIPALITY

State whether library is in a city, town, village, police village, or unincorporated settlement:

(Free libraries give population on which municipal appropriation is based.)

Name of County or District

Township

60,155

York

FINANCIAL STATEMENT

RECEIPTS		DISBURSEMENTS	
Balance from report of 1949		Adult Classed Books	
From Municipality, 1950	26,520 36	Boys' and Girls' Books	
County grant paid in 1950		Adult Fiction Books	8,539 14
Township grant paid in 1950		Periodicals and Newspapers	2 15
Regular Legislative grant, 1950	75 00	Bookbinding (not repairing material)	209 28
Special Legislative grant, 1950	200 00	New Equipment, Furniture, etc.	2,895 28
*Membership fees	361 75	Repairs to building and furniture	105 65
Fines, reserves, lost and damaged books	708 02	Insurance	163 67
Received from debentures		Rent	
Other borrowed money		Light, heat and water	434 49
Other receipts itemized as follows:		Library cards and stationery	743 13
Repayment of money	22 50	Cartage, express, etc.	
		Salaries	2169 00
		Assistants	2052 51
		or	
		Wages	1170 83
		Janitor	
		Secretary	
		(if other than librarian)	
		Other expenditures as follows:	
		Telephone	66 80
		General Admin. by	
		T. P. L.	2200 00
		Miscellaneous	479 73
		Building construction	5207 62
		Improvements to grounds	226 45
		Cash on hand, Dec. 31, 1950	1435 38
Total	27,887 63	Total	27,887 63

* For association libraries or non-resident patrons of free libraries.

ASSETS		LIABILITIES	
Value of land	3,000 00	Debentures	4700 00
Value of building, if owned by library	56,313 90	Bills payable	2338 62
Value of furniture	7487 90	Other liabilities as follows:	
Value of books	6582 48		
Endowment funds			
Cash on hand, Dec. 31, 1950	1435 38		
Due from Township	8245 60		
Account receivable	750		
Total	58,075 76	Total	4938 62

Amount of insurance carried on books in library \$12,000.00

Policy expires 1953

HOURS LIBRARY IS OPEN EACH WEEK

Fill in each blank where service is given; do not use "ditto" marks or "nil"

	Number of Hours Circulation Dept. is Open	Number of Hours Reading Room is Open	
Monday	8 1/2	8 1/2	
Tuesday	8 1/2	8 1/2	
Wednesday			
Thursday	8 1/2	8 1/2	
Friday	8 1/2	8 1/2	
Saturday	10 1/2	10 1/2	
Total	44 1/2		

Does library conform to a local weekly half holiday?

REGISTRATION

Number of members on register Dec. 31, 1950

	ADULTS	CHILDREN	TOTAL
If a Free Public Library	4508		4508
If an Association Public Library (include patrons)			

STAFF (Attach sheet if space below is insufficient)

ADMIN. BY	NAME	Total Years Experience in Library Work	Certificate of Librarianship (A, B, C, or E)	If appointed in 1950 give date	ANNUAL SALARY
T.P.L.					
Chief Librarian	Mrs. Dorothy S. Colburn	20	B	July 1/50	2100.
Assistants	" Phyllis Scott	1	B	July 1/50	2260.
	Mrs. Gertrude E. Sloan	6 months	C	Sept. 21/50	1250.

Number of Board Meetings held in 1950. Regular 9 Special

BOARD AND OFFICERS FOR 1951

(For Association Libraries Five Members may constitute a Board, but not more than Nine)

BOARD MEMBERS (State whether "Mr.," "Mrs.," or "Miss")	ORDINARY OCCUPATION	POST OFFICE ADDRESS	Number of Meetings Attended in 1950
1. Mr. Harry G. Simpson Mayor or Reeve	Retired	430 O'Connor St	9
2. Mr. S. Walter Stewart Chairman	Insurance	2100 W. 1st St	7
3. Mr. J. J. Buchanan	-	1014 Greenwood	7
4. Mrs. L. T. Brown	housewife	5 Gambel	
5. Mr. James J. Petal	Retired	no phone number	
6.			
7.			
8.			
9.			
Dorothy S. Colburn Secretary	Librarian	appointed at 3rd meeting 1444 W. 1st St.	6
Treasurer			

COLLECTION AT END OF 1950

Adult classed books.....	4145
Adult fiction books.....	3287
Boys' and girls' books.....	7442
Total number of books in library.....	
Films	
Records	
Pictures (Approximate number).....	
Books discarded in 1949.....	

CIRCULATION, 1950

Adult classed books.....	20638
Adult fiction books.....	28840
Boys' and girls' books.....	49478
Total circulation of books for home use.....	600
Reference books used in library (Approximate).....	
Films loaned	
Records loaned	
Pictures loaned	

CERTIFICATE

We, the officials of the.....Public Library

do hereby certify that all statements herein contained are complete and true to the best of our knowledge, and that the provisions of the Act and Regulations respecting Public Libraries, as far as they apply to this Public Library, have been complied with; that the Annual Report and the foregoing Statement, compiled from the Secretary's and Treasurer's books, which have been examined, are true and correct for the year ended December 31, 1950.

(Signed)Chairman

(Signed)Treasurer or Secretary

ANNUAL REPORTS

All Public Libraries shall make their reports to December 31, 1950, and forward them to the Department of Education, not later than March 15, 1951. The Department cannot assure payment of grants on late reports.

PUBLIC LIBRARY ANNUAL REPORT For 1950	PUBLIC LIBRARY Post Office	<p style="text-align: center;">NOTE</p> <p>The report to be prepared in duplicate. ONE COPY to be forwarded to: The Director of Public Library Service, Department of Education, 206 Huron St., Toronto, Ontario.</p> <p>THE OTHER to be retained by the Library.</p>
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PROGRESS REPORT

Include here any special developments in the library during the year, such as alterations to building, establishment of film or record collection, publicity, etc. Also comment on trends in circulation.

Since the library opened on Jan. 27th of 1950 and was almost empty, the circulation of 49,000 books was done in just about 7 months. In fact we found very shortly after opening that more books had to be added immediately.

One method of increasing was done by the Toronto City Council. A small party with a picture of the library, a station, and hours was sent out with the credit bill and so reached pretty well every house in the district. A more unusual method of advertising has been sending articles and lists to the local paper, the East York Times. The list of household books was particularly effective in bringing people to the library.

The book in the library is in great demand and we are with libraries and have for popularity although it is not a book.

STATEMENT RE LEGISLATIVE GRANT

A.F. 19.50.

Library East YorkName and address of Sec'y. Miss D. Ashbridge
East York Public Library,
Coxwell and Mortimer St.,
Toronto 8

Regulation	Expenditure	Grant
19 Adult classed books	\$.....	
Children's Books	_____	
Total of above	_____	
Adult fiction (45%)	_____	
Bookbinding	_____	
Cards and stationery	_____	
Total of above	_____	
Grant earned on Reg. 19 @ 50%		\$..100.00.
24 (2) Grant on municipal appropriation (% on per capita rate of)		
22 Grant on reading room		
23 Grant on annual receipts		
20 Grant on certificates:		
"A" @ \$600	\$.....	
"B" @ 500	_____	
"C" @ 300	_____	
"D" @ 150	_____	
"E" @ 100	_____	
Total of above	_____	
25 (1) Grant on membership fees		
25 (2) Grant on municipal, township or county assistance (50%)	_____	
TOTAL GRANT EARNED		100.00
Net grant at .75. % pro rata		75.00
Deduct for Ontario Library Review		
27 Special Grant		
TOTAL GRANT RECOMMENDED		75.00

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Director of Public Library Service

Date passed for payment by Director

A cheque for the above amount
will be forwarded from the
Treasury Office.Date certified for
payment