

ANNUAL REPORT

1926-1927

University of Arizona

TUCSON

To the President of the University,

Sir: I have the honor to submit herewith my annual report of the University Library for the year ending June 30, 1927.

In the history of the new Library building the occupation of the Main Reading Room in May 1927 was the most important event. The ceiling decoration was completed and the linoleum laid by the close of 1926. Later the draperies were added and by April the chandeliers installed, so that all was in readiness for the furniture which arrived the first week in May. The students at once claimed the room for their own and made wide use of its accommodations. The ease with which the Reading Room can be administered from the Main Delivery Desk is of decided advantage to the library while the staff is small and no one person can be spared exclusively for supervisory and reference duties. This relative arrangement has been commented upon favorably by a number of visiting librarians.

Use of the Library.

The circulation records for the year were very satisfactory as is shown by the figures given below:

Use within the library	
General library	16,823
Reserved Book Room	35,665
Home use	<u>19,256</u>
Total	71,744

In addition to the above use of the library a large number of stack permits were issued, and these privileges were exercised very freely both in daytime and evening hours.

Extension Service

A gratifying interest was shown in the subject chosen by the High School Debating League on the question: Resolved that Congress should establish a Department of Education in the President's Cabinet with a Secretary having powers commensurate with the other secretaries. A bibliography on the

subject was prepared by the Reference Librarian and mailed to all the high schools. Requests for material on this subject were received from 43 high schools, totalling 557 pieces in all. On general extension there were sent out 220 pieces, while letters relating to library extension matters were mailed to the number of 485. In addition 203 letters were written at the time of the Eighth Legislature with a view to promoting a County Library Law for Arizona. The law was introduced into the Senate and passed by that body, but failed to pass the House.

Inter-Library Exchanges.

(a) A total of 61 volumes were borrowed from the following libraries: Barlow Medical Library, Los Angeles; State Library, Sacramento; Stanford University Library; University of California; Harvard College Library; University of Chicago; U. S. Department of Agriculture; University of Toronto; State Library, Phoenix, Arizona.

(b) The University of Arizona Library loaned 1 volume each to the University of Nebraska, University of Washington, and Indiana University, and 2 to Columbia University.

Exhibitions.

The exhibition cases in the lobby of the Library continued to be a very successful advertising medium and prove a very satisfactory approach to student interest. The following displays were made in the academic year 1926-1927.

(a) Exhibits connected with campus activities: Beethoven Week, Shakespeare and the outdoor Shakespeare play, Books by Bliss Carman, Costume books and examples by class in costume design, Book cover designs made by art class. (b) Notable gifts: Choice editions presented to the library by Dr. E. P. Mathewson, Gift of publications of the Hispanic Society of America, Siamese books given by Governor Hunt. (c) General displays: Religious books, Outdoor books, Illustrated books, Inexpensive editions, New poetry, Christmas books, Vacation books, Drama.

Catalogue Division.

In the Catalogue Division the year has been devoted to the organization of periodicals, particularly exchanges, and of newspapers. Due to the crowded conditions in the old library building a large mass of this material had been stored for years, the newspapers in some cases dating back to 1900.

In preparation for the entries of the University of Arizona Library in the Union List of Serials, exchanges with the Agricultural experiment station publications, both domestic and

foreign; the publications of colleges, principally state universities; and all purchased material, both current and back files of sets discontinued, have been carefully checked. The entries thus made for the Union List of the holdings of this library totalled 1428. The work which was started last summer was completed and the final cards mailed to the Wilson Company, New York, June 25, 1927. In this connections it is a pleasure to make grateful acknowledgment of the careful work done on the Union List by Miss Clara Larson, Head Cataloguer.

Of the newspapers 300 volumes have already been listed and packages labelled. It is expected that this part of the organization work will be finished before the fall of 1927.

Documents.

A careful check has been made by Mr. Alvan Clark, Reference Librarian, of the University set of Federal Documents, and a typed list of our "Wants" forwarded to the Superintendent at Washington.

Gifts.

The Arizona Collection has received valuable gifts from the following donors: The Annals Committee of the State Federation of Women's Clubs, Col. J. H. McClintock, and the State Library, Phoenix.

From the Faculty, donations of Spanish texts have been received from Dr. F. O. Reed and Mr. George Nichols; a number of choice editions of standard works from Dr. E. P. Mathewson; and several scientific Russian publications from Dr. A. A. Stoyanow.

From Governor George W. P. Hunt were received 45 volumes in Siamese, presented to him by King Rama VII in commemoration of the obsequies of King Rama VI of Siam.

The most valuable gift from a single source was that from the Board of Directors of the Hispanic Society of America of a set of their publications.

Other donations not listed here bring the entire number to 213 volumes.

The Library Staff.

The Library Staff for the year comprised Estelle Lutrell, Librarian; Mabel A. Guild, Assistant librarian; Alvan W. Clark, Reference librarian; Myra Snell, assistant reference librarian; Clara Larson, head cataloguer; Ida C. Hilbers, assistant, order division and loan desk; Eloise Kelsey, serial department; Silas Gould, reserved book room and shelf assistant; Margaret Wimbish, typist. In addition to the regular staff ten students were employed as pages and attendants in the reserved book room.

It is with regret that the library records the resignation, to take place August 1, 1927, of Myra Snell, who has rendered able service at the loan desk for the past four years, and whose careful attention to many troublesome details connected with the transference of our collection from the old building to the new was of great value.

The Librarian met all the Freshmen the second semester, lectured upon the library and assigned an exercise which was later corrected by members of the staff. At the American Library Association's Fiftieth Anniversary the Librarian was designated by Governor Hunt as an honorary representative from the State of Arizona. This meeting which was held in Atlantic City, Oct. 8-15, 1926, was a most profitable one and registered the largest attendance in the history of the association.

Library Statistics, 1926-1927.

No. of days open in the year	303
No. of hours open each week, Gen. Library	84
Reserved Book Room	90
Staff, excluding janitors, pages, etc.	9
No. of volumes at beginning of the year approximately	62,305
Total number at end of year approximately	66,168
Total number of books lent for home use	19,256
Books charged for use in the Reading rooms	52,488
Number of newspapers, periodicals and other serials currently received, approximately	610
Books ordered	2,150
Books catalogued	1,758
Library Appertionment	\$29,080.00
Fines	350.90
Expenditures	
Books and periodicals	9,160.50
Binding	1,974.30
Supplies	815.15
Salaries	16,759.89

Respectfully submitted,

Estelle Lutrell
Estelle Lutrell,

Librarian.