

The Millicent Library  
Fairhaven, Mass.  
Annual Report  
1905

Officers and Trustees of the Millicent Library  
1893-1906

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President

Henry H. Rogers .... 1893 –

Vice Presidents

Walter P. Winsor .... 1893-94  
George H. Taber .... 1895-96  
George H. Tripp .... 1897-98  
Thomas A. Tripp .... 1899-00  
James L. Gillingham .... 1901-02  
Job C. Tripp .... 1903-04  
James L. Gillingham .... 1905 –

Treasurers

James L. Gillingham .... 1893-94  
Mrs. Lizzie F. Nye .... 1895-96  
Walter P. Winsor .... 1897 –

Secretaries

Thomas A. Tripp .... 1893-94  
Miss Ellen H. Akin .... 1895-96  
Mrs. Sarah C. Anthony .... 1897-98  
Mrs. Lizzie F. Nye .... 1899-00  
Don C. Stevens .... 1901  
Drew B. Hall .... 1901 –

Standing Committees  
1905-1906

*Book Committee—*

H. H. Rogers, President, J. L. Gillingham, Vice President, F. B. Lyman, G. H. Tripp, Mrs. Winsor.

*Finance Committee—*

W. P. Winsor, Treasurer, J. C. Tripp, G. W. Stevens, Mrs. Broughton, Miss Akin.

*House Committee—*

T. A. Tripp, E. L. Besse, Mrs. Anthony, Mrs. Nye, W. E. Benjamin.

Trustees

Miss Ellen H. Akin .... 1893-  
Edmund Anthony, Jr. .... 1902  
Mrs. Sarah C. Anthony .... 1893-  
William E. Benjamin .... 1893-  
Edward L. Besse .... 1893-  
Mrs. Cara R. Broughton .... 1893-  
James L. Gillingham .... 1893-

Frederick B. Lyman .... 1904  
Mrs. Lizzie F. Nye .... 1893-  
Henry H. Rogers .... 1893-  
Don C. Stevens ....1893-01  
George W. Stevens .... 1893-  
George H. Taber .... 1893-01  
George H. Tripp .... 1893-  
Job C. Tripp .... 1902-  
Thomas A. Tripp .... 1893-  
Charles W. White, Jr. .... 1902-04  
Mrs. Mary G. Winsor .... 1893-  
Walter P. Winsor .... 1893-

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**Librarian's Report**  
**For the year ending Dec. 31, 1904**

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*To the Trustees of The Millicent Library:*

I have the honor to present the librarian's report for 1904.

**Growth in volumes**

The additions for the year number 851 volumes; 831 by purchase, 20 by the binding of periodicals. 1208 volumes were withdrawn, leaving a net loss of 357 which taken from 17,465, the actual number in the building Dec. 31, 1904, makes the present total 17,108 (Appendix 1).

The most extensive purchases were in fiction, of which 370 volumes out of the 851 were added (Appendix 4). The next largest class was fine arts 95; then travel 67 and history 28; literature 49; biography 37; science and nature study 33; bound periodicals 20 and general bibliography 10; 182 volumes were assigned to the young people's room. Of the 851 volumes added, 458 are entirely new works, technically called new titles, and 393 are additional volumes (as the second of a cyclopedia or the 106<sup>th</sup> of Harper's magazine) or additional copies; in fiction alone 233 such duplicates being required.

Some few musical scores of a classical type have been added and well used. Others of the popular operas and songs would find a welcome.

**Registration**

380 persons have received borrower's cards; adult residents of Fairhaven 101; of school age 193; residents of New Bedford 30, and of other places 56. These 380 names added to the 2,182 reported on Dec. 31, 1904, make 2,562 registered since May 1, 1902. The total number in Fairhaven is 2,067, which among a population of 4,200 is 49% and is hardly surpassed in the country (Appendix 3).

**Home Use**

The number of volumes circulated for home use was 46,401 (Appendix 4). The largest day was March 11, 254 volumes; the smallest Jan. 25, 39. the average daily circulation was 126, and per capita 11.

**Reference Work**

The reference work has increased in a great degree and seems to show a better understanding in the community at large of how to use books, and a wider, more healthy interest in affairs present and past, and especially in art.

Selected lists of books and periodicals have been prepared to accompany the study programs of local reading clubs, and general courses in the schools. These extensive selections have been supplemented by small lists and very numerous specially reserved collections. When a large class is to use material on a restricted subject for only a short time it has proved more just to all the class to keep that material in the library as a special reference collection, thus affording each member an opportunity to use it, which could not be offered if

some one had drawn it for home reading. To keep the library informed of such topics and the consequent special demands, each teacher is supplied with a block of the following forms:

This Notice Should Reach the Library 24 Hours Before the Class is Sent

Fairhaven,.....190 .

To The Millicent Library

My class, Grade.....will take up the study of.....  
.....  
on the following date .....; to continue till.....  
Will you kindly reserve in the library building any suitable books and magazines on this subject?

Yours very truly,

.....

### **Fiction Revision**

The fiction was carefully revised by the librarian during the summer and fall. Some 4,350 volumes were handled and examined both as to the condition of the binding and printed pages, and as to the popularity and use they had received. Besides his own knowledge and judgment, recourse was had to three comprehensive lists of good, popular novels published by other libraries.

### **Card Catalog**

As was reported a year ago, "The card catalog is and can be the only complete and up-to-date catalog" of a growing library. It is absolutely essential that it be complete and accurate, and that its cards present for each book, author, title and subjects, in all the forms likely to occur to a human mind. It is also highly important that the catalog be so arranged that there be but one place in which to look for a particular card, and that the arrangement be exceedingly simple. Nothing simpler than the dictionary arrangement has yet been devised, and on Dec. 23, for the first time in the library's history, its catalog was so arranged. Part of it, that for fiction, has always been alphabetic, but split into two files, one for authors, one for titles; the remaining part, that for non fiction, was revised four years ago with the assistance of a special cataloger. This year the staff alone has looked up and verified each card of the fiction part and arranged both its separate files with the previous revision, so that now there is but one straight dictionary catalog in which to search.

### **Abuses of the Young People's Room**

Such general appreciation and use of a new department is very gratifying, but certain abuses may well be brought to the attention of parents; namely excessive reading, and evening attendance.

As to excessive reading; a child in school should do his school work thoroughly, spend his spare time during daylight out of doors in active pursuits, and read but very moderately outside his regular studies. But moderation is not a child's trait, nor a habit much developed by parents. And so too often a child shirks the school work which is his business, does only those chores he cannot escape, and then reads himself into headaches and general nervousness. Fifteen to twenty page of a story book is abundant reading for a day, that is, one book of 125 pages a week; even this is too much in some cases. But four to eight such books are taken in a week by many children and returned with the proud declaration "I read it all through last night." Now, the rapidity with which a book is read is not a matter for pride, and late hours, even when due to reading at home, leave their marks on face and brain. The child who reads in this manner is, without exception, found to be deficient in his studies, and to be full of a nervous irritability which gradually steals from him attractiveness of face and vigor of body and mind. The reading habit may be a curse as well as a blessing, and it is the duty of every father and mother to see that his child is not forming the habit of stupefying himself with too much reading. Mix moderation with his reading till it grows more wisely loved and more wholesomely enjoyed.

“Evening attendance” is but a phase of the general question of young girls and boys going on the streets after dark. Up to six in the evening of every day in the year, the library has been open nine hours, of which at least three are outside school hours. After six in the fall and winter, a public building does not seem the proper place for the children of comfortable, well lighted and well warmed homes. To those unfortunate little ones who must spend half their time in public places, the library may legitimately perhaps, offer warmth and light on a winter’s evening, and a retreat safer and more fit than the street. But it should not be made an evening resort by boys and girls comfortable in their own homes, nor should “going to the library” be accepted by parents as a valid excuse for being on the streets at night.

The library is presenting opportunities to the citizens of Fairhaven, young and old, which are hardly equaled in any town or city of the world, and which can be really appreciated only by those long accustomed to the library facilities of the average town. And since these opportunities are so great, special care should be taken by every responsible person to prevent their use to such an abnormal, harmful degree that the business, health, or good conduct of any reader be weakened or injured.

### **Loan Desk**

The high loan desk has been replaced by a fine table, 42X70 inches, such as might be used in a private library. By this change a passage is gained on either side of the loan table directly to the stack which is open to all readers. The formality of a high desk barring the room gives way to an appearance of simple, hospitable welcome, and the architectural beauties of the central ceiling and arches are greatly enhanced. The rearrangement of small tables for the display of recent interesting books, and of the card catalog thus made possible, has added very much to the ease and rapidity with which the public finds the books it wants, and the staff accomplishes its work.

### **Finding List of Literature**

Early in the year the literature section of the A. L. A. catalog was distributed as a list of 2,000 volumes containing the best of all literature, and including 1,200 volumes of fiction.

### **Cumulative Bulletin**

Besides the four regular bulletins including all additions, a series of cumulative sheets leading up to the spring bulletin was issued. That is, each week the entries of new titles were arranged among the entries of earlier weeks, and reprinted like hand bills, so that the bill or sheet for the current week showed all entries of new additions since the preceding bulletining. Although this plan gave an absolutely up-to-date list, it did not receive sufficient commendation from our readers to warrant the extra expense.

### **Special Exhibits**

The Christmas exhibit of books suitable for gifts, included many beautifully illustrated and thoroughly tried and proved children’s books. It received 846 visits; many persons coming more than once and many finding its suggestions useful.

Other exhibits of special interest consisted of mechanical and architectural drawing, decorative lettering, both plain and illuminated, drawings with colored crayons, and sewing with both plain and fancy stitches, all work of the public schools. The generous hours the library is open and its central location offer parents and friends an unusual opportunity for viewing some of the tangible work of the scholars, an opportunity which was very generally seized.

Fourteen sets of photographs and pictures for the Library Art club and other sources and one set of picture bulletins illustrating the history of New York state and borrowed from the Pratt Institute Free library, have, with the exhibits named before, made a series almost unbroken through the year.

### **Rotation Case**

Books about the Bible; Nature books; Heroic days; The civil War, its battles and its heroes; Questions of the day; Stories men like; Books for women on hygiene and domestic economy; Books for men on hunting and travel; New books of the year; Helps for the new year; Washington and Lincoln, their careers and envi-

ronment; have been the subjects of small and large collections displayed in the rotation case, from which many readers have habitually chosen books. (For a full description of the rotation case see the Library Journal, Nov. 1902, v. 27, p. 934.)

### **The Staff**

In July Edward G. Spooner, Jr., a model page, left us to pursue his electrical studies in Washington, and has been succeeded by Dana H. Gillingham.

The library has been represented by members of the staff at the meetings and on the programs of local and sectional library associations and on several of their committees by the librarian, who has also been appointed by the American Library Association to prepare for its Narragansett Pier meeting in June, 1906, the "Report on gifts and bequests to American libraries in 1905," and a member of its Finance committee. Early in the year he presented a paper before the Religious Education Association at its meeting in Boston, and in December gave a lecture on library administration to the senior class of the Library School of Simmons College. Mrs. Leighton during the fall semester pursued special courses in classification and reference work in Simmons College. And in general the staff has extended its knowledge and equipment by study and reading in technical as well as popular literature, and has carried on its work efficiently, economically and progressively. (Appendix 3.)

To the Board of Trustees the staff has to offer sincere thanks for its confidence and support.

Drew B. Hall,  
Librarian

Jan. 9, 1906

**Appendix 1  
Growth 1905**

Volumes January 1 ..... 17,465  
 Volumes added .....851  
 Volumes withdrawn .....1208  
 Net loss .....357

Net total December 31 .....17,108  
 Pamphlets (illustrated).....51

**Appendix 2  
Registration, 1902-05**

	1902	1903	1904	1905	Total	
Fairhaven, adult	877	231	185	101	1394	
Fairhaven, school age,	264	112	104	193	673	2067
New Bedford,	99	61	20	30	210	
Other places,	106	92	31	56	285	495
Totals	1346	496	340	380		2562

**Appendix 3**

Library Staff

Librarian -- Drew B. Hall, ..... July, 1901-

Assistants (alphabetical order)

Flora H. Leighton, .... January, 1903-

Eda M. Perry, ..... February, 1905-

Annie Thompson, .....December, 1891-

Janitor-- Horatio Jenney, .... March, 1894-

Page-- Edward G. Spooner, Jr. .... January, 1902-July, 1905

Dana H. Gillingham,.....August, 1905-

**Appendix 4**  
**Classified Additions and Withdrawals, and Circulation, 1905**

	Additions							With- drawals	Circulation			
	Circulating Dept.				Refer- ence	Total	Per Cent.		Adults	Young people	Total	Per Cent.
	Adults		Young people									
	New titles	Add. Copies & vol- umes	New titles	Add. Copies & vol- umes								
Fiction	113	198	24	35		370	43.	1,178	20,869	6,149	27,018	58.2
General works	5	4			1	10	1.2	2}	7,935	569	8,504	18.3
Periodicals		20				20	2.3					
Philosophy	6					6	.7		213	4	217	.46
Religion	20	3	1	2	13	27	3.8	2	262	131	393	.84
Sociology	17	4	9	12	1	45	5.3	4	145	967	1,112	2.4
Language	5	2	2	5		15	1.7		83	88	171	.36
Natural science	20	8	5		1	33	3.8	1	382	488	870	1.9
Useful arts	34	4	2			41	4.7	1	692	114	806	1.7
Fine arts	27	52	11	5		95	11.2	2}	1,040	435	1,475	3.2
Music Scores	8					8	1.					
Literature	22	8	13	6		49	5.8	9	1,137	1,072	2,209	4.7
Travel	32		28	6	1	67	7.8	7}	1,348	1,596	2,944	6.3
History	11	5	6	6		28	3.3					
Biography	24	7	3	1	2	37	4.3	2	410	272	682	1.4
Totals	344	315	104	78	10	851		1,208	34,711	11,690	46,401	
	659 v.		182 v.						75%	25%		

This form is as far as possible for The Millicent Library a combination of the figures called for in the two parts of Form III proposed by the A. L. A. committee on library administration 1904-5, and printed in v. 30, p. 106 of the Library Journal, Sept. 1905 (Portland conference). For our own convenience, the additions of adult and juvenile books have been divided into New titles, and Additional copies and vol., and totals, percentages, and withdrawals added.