

APPENDIX J

LIBRARY REPORT

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November 24, 1959

To - President Jeremiah
From - College Library

LIBRARY REPORT

1. Professional administration of the library is maintained by the Library Director (M.A.).
2. The library houses 15,000 volumes exclusive of periodicals and public documents. The library contains 259 periodicals of which 130 are received currently.
3. Books and periodicals are purchased in view of the subjects being offered by the College. Annual appropriations for the purchase of books and periodicals have increased substantially in the past seven years:

1953	\$ 147.48
1954	178.54
1955	584.92
1956	1,117.28
1957	1,200.00
1958	2,300.00
1959	2,500.00

4. The library employs two full time staff workers and seven part time employees.
5. The budget for the school year of 1959-1960 is \$12,876.28. The budget for the previous school year of 1958-1959 was \$9,152.56. The present budget represents an increase over last year's budget of \$3,723.72.
6. In addition to the housing of books and periodicals, the library also contains the following items:
 - (1) Audio-Visual Aids which include film strips, motion picture films, micro-films, records, and art prints.
 - (2) Subscriptions to five newspapers, all of which are bound and kept on file.
 - (3) Pamphlet file.
 - (4) Inter-library loan service.
7. Circulation statistics since 1950 reveal the increasing importance of the library in the academic affairs of the College.

1950 - 733	1955 - 4,489
1951 - 1,000	1956 - 5,242
1952 - 883	1957 - 5,948
1953 - 1,462	1958 - 8,038
1954 - 3,510	

A section of the library building is occupied by the Cedarville branch of the Greene County Public library. This arrangement gives the faculty and students access to an additional 5,000 books.