

### N.Y.A.

During the biennium the library has had an average of eleven N.Y.A. students engaged on special projects. I am glad to report that all these recipients of this government aid were industrious, eager to work, and in all cases highly satisfactory. The presence of these extra students added greatly to the supervisory duties of the regular staff, and as each N.Y.A. helper could labor only a few hours a week, there could be little continuity to their work.

### BINDERY REPAIR DEPARTMENT

|                                   | 1938-'39 | 1939-'40 |
|-----------------------------------|----------|----------|
| Volumes bound .....               | 2,236    | 2,302    |
| Volumes repaired .....            | 763      | 402      |
| Volumes in pamphlet binders ..... | 1,543    | 1,961    |
| Total .....                       | 4,542    | 4,665    |

This department enables the library to bind its most important periodicals as soon as a volume is completed, thus reducing the danger of losing parts that are very difficult and expensive to replace.

### INTERLIBRARY LOANS

|                      | 1930-'31 | 1935-'36 | 1937-'38 | 1938-'39 | 1939-'40 |
|----------------------|----------|----------|----------|----------|----------|
| Books borrowed ..... | 272      | 496      | 309      | 502      | 625      |
| Books loaned .....   | 328      | 411      | 456      | 372      | 463      |
| Total .....          | 600      | 907      | 765      | 874      | 1,088    |

Other libraries have found that the administration of interlibrary loans is their most expensive function. Over one-third of the reference librarian's time is spent on this work. So lacking are scholars in bibliographical accuracy that the library has found it necessary to recheck all local requests, both as to author and title, before they are sent out.

### STAFF CHANGES

I have to report the resignations of William Ege, Ruth Schweickart, Louise Voth, Samuel Sass, Laretta M. Schmitt, all of whom served this library for several years. The death of Clara Gillham, for forty-five years a member of the staff must be recorded.

In conclusion, I desire to acknowledge the loyal support I have received both from the regular staff and the student assistants.

Respectfully submitted,

**CHARLES M. BAKER, Director of Libraries.**