

June 11, 1915.

REGULAR MEETING OF THE BOARD OF _____
TRUSTEES OF THE REYNOLDS LIBRARY.

Present: Messrs. Landsberg, Anstice, Slater, Burton, Wile,
Paine, Dewey, Danforth and Robins.

President Landsberg presiding.

The minutes of the meeting of April 29th were read and approved.

In behalf of the Property Committee, Mr. Paine reported for the two months ending May 31, 1915, cash received from Arcade rents \$6710.25; (expenses were augmented by payment of \$5436.65 for taxes.) expenses \$7208.77, leaving a deficit of \$498.52. For the fiscal year there had been expended \$18,224.51 out of the total appropriation for the year \$20,000, leaving unexpended a balance of \$1,775.49. The report was ordered received and filed.

In behalf of the Library Committee, Dr. Dewey reported for the two months ending May 31st, 1915 expenditures of \$3,505.13 including a charge of \$1649.40 for insurance . In addition to this, there were expenses in connection with the reading room, \$164.47, making a total expense for the two months \$3,669.60. It was reported that the total number of volumes cataloged and shelved had now reached 78,224, a net increase of 806. The report was ordered received and filed.

Mr. Anstice then reported as Treasurer that the total receipts of the 2 months ending May 31st, were \$9,010.25 and ^{the} expenses \$10,907.32 which included a large item for taxes above mentioned. There was left a balance of cash on hand \$13,036.60 after the purchase of the following bonds:

\$10,000 City of Cleveland.

6,000 County of Monroe

The report was ordered received and filed.

On motion the meeting adjourned and reconvened in the

THIRTIETH ANNUAL MEETING OF THE TRUSTEES.

At this point Dr. Taylor entered the meeting.

The minutes of the 29th Annual Meeting, held June 12, 1914 were read and approved.

In behalf of the Property Committee, Mr. Paine presented an elaborate report of the superintendent for the year ending May 31, 1915, from which the following items are taken:

Total receipts \$39,262.03, all but \$13.53 having been received from Arcade rents. Against this revenue, there had been expenditures of \$18,224.51, leaving a net cash income of \$21,037.52. The relation of the Property Committee's expenses to their total appropriation is set forth in the minutes of the Regular Quarterly Meeting.

\$10,300. insurance had been added during the year. For a number of years, the insurance had been under the 80% clause but last summer a change was made to the 100% clause. For the additional insurance above mentioned which much less is paid than formerly.

The Arcade is assessed at \$375,000 against which there is an exemption of \$100,000 caused by the existence therein of a public reading room. The assessment was raised in January 1914 from \$350,000 to \$375,000, the total net valuation now being \$275,000. The Arcade property is carried on the books at \$350,000. The report was ordered received and filed.

In behalf of the Library Committee, Dr. Dewey presented the Thirtieth Annual Report of the Committee, showing the total expenditures for the year ending May 31, 1915 to be \$13,419.72, leaving \$580.28 out of the total appropriation of \$14,000. There had been expended out of the Gordon fund \$10.95, leaving a balance of \$3,375.75; out of the Engineering fund \$23.79, leaving a balance of \$62.11 and out of the Medical fund \$232.60, leaving a balance of

\$365.26.

The net increase of books in the Library during the year had been 2,308, making the total number cataloged and shelved after the inventory revision 78,021. Interesting charts showing the attendance and circulation over a period of years were shown and placed on file.

The Committee reported that the usual lists of books recently acquired comprising about 1150 titles had been printed and in addition a special list of books relating to the war and countries involved therein, including 220 titles.

The circulating department was closed for six weeks during July and August, 1914, partly for inventory of the books and partly for renovation, the renovation costing \$700. The inventory was the first in ten years, covering all books except public documents and showed a loss of 203 books, most of them fiction.

The Committee further reported that the Rochester Engineering Society purchased 133 volumes from the library and transferred them to their own and that they also proposed that the remaining books in that department, about 500, be placed in general circulation. This has been done and one of the two rooms which the Society had occupied has been given over to those books.

The Society furthermore undertook to manage hereafter their list of periodicals, continuing however all subscriptions to those of a less technical character for the benefit of the library. Under an arrangement begun in 1897, now practically terminated, the Society has paid \$1,910, which amount has been duplicated by the library. It paid also \$202.65 for the 133 volumes withdrawn, leaving a balance of \$62.11 in the Engineering Fund. The books in that department still belonging to the library number 700 volumes of bound periodicals in addition to the 500 already mentioned as having been placed in circulation. Similar measures proposed in December have abrogated the

arrangement for the development of the medical department.

These arrangements went into effect with the Monroe County Medical Society in 1892 and were continued with the Rochester Academy of Medicine after 1900. Nearly 700 volumes which had been stored in the library, although not cataloged, besides many periodicals, were sent to the home of the Academy in Chestnut Street.

The shelves of the Medical room in the library building are still filled with the bound periodicals and other books accumulated, no definite offer for their purchase or removal having been received by the library.

The Academy has taken over the medical periodicals since January 1, 1915, paying the subscription cost, \$53.55, previously advanced by the library.

The total amount paid by the Medical Societies named, in 23 years was \$4,050 and the balance in the Medical Fund is now \$365.26.

The Committee further reported that an Ordinance for the improvement of Hemlock Alley had been passed by the Common Council in April and that individual members of the Board having been consulted, it was their unanimous opinion that the library should make no opposition to these improvements. It was expected that the work of laying the pavement would begin shortly and the library committee estimated that the expense would be \$1000.

Considerable discussion was created by the report with reference to the work of the library and the possibilities of the increasing it.

The charts had shown a declining attendance at the library but the Library Committee felt that the true purpose of the library was being carried out more fully than ever before, -the attendance and use of the library being more on the part of students and other persons with serious intent rather than on the part of those merely

seeking diversion. The declining attendance was attributed partly to the Public Library and partly to the change of method of counting the attendance. It was shown that the percentage of fiction was declining and that this was in accord with the wish of all librarians.

The chair suggested that advertising might be of value but Dr. Dewey, in behalf of the Library Committee, reported that such advertising as had been tried had not apparently been successful and that publication of the regular lists seemed to serve the purpose.

The Library Committee further pointed out that no marked increase in attendance could be properly taken care of without enlarging the reading room and shelves and that this involved the larger question of improvements in the building and the present financial policy of the Trustees. The report was ordered received and filed.

Mr. Anstice presented the Annual Report of the Treasurer, showing that there had been total receipts during the year of \$48,107.76, of which \$39,248.50 had been derived from Arcade rents. There had been expended for the purchase of bonds \$16,597.29; and for the maintenance of property \$31,901.27; leaving a balance of cash on hand of \$13,036.60. The Treasurer further reported that at present the Library owned bonds of the par value of \$186,000 which cost \$184,932.21 which have a book value of \$185,644.79 and yield interest in the amount of \$7,945. Other securities owned by the Library are

\$800. of the U. S. Voting Company which does not pay dividends

Harmon Mortgage for \$4500. with interest at 5%.

In addition to these assets, the Library property is at present carried on the books at \$756,211.08 which together with special Funds makes a total valuation of \$760,014.20.

Moved, seconded and carried, that \$20,000 be appropriated for use of the Property Committee during the fiscal year ensuing.

Moved, seconded and carried, that the amount of \$12,000. be appropriated for the use of the Library Committee for the ensuing year.

Moved by Mr Paine, seconded and carried, that Mr. S. C. McKown be reappointed superintendent of the Arcade building.

Moved, seconded and carried, that the Secretary cast one ballot for the present Officers to succeed themselves for the ensuing year. The Secretary did so and declared the following elected:

President, Max Landsberg

1st Vice-President, Rufus A. Sibley

2nd Vice-President, Rush Rhees

Moved, seconded and carried, that the Treasurer cast one ballot for the Secretary to succeed himself and the chair declared Kingman N. Robins elected Secretary for the ensuing year.

The chair reappointed for the ensuing year the following as members of the Standing Committees :

Executive Committee

Rush Rhees, Chairman

William E. Werner

Henry F. Burton.

Property Committee

Henry F. Danforth
~~Henry~~ Cyrus F. Paine, Chairman

Josiah Anstice

Julius M. Wile

Library Committee

Charles A. Dewey, Chairman

George A. Carnahan

John R. Slater.

Finance Committee

Rufus A. Sibley, Chairman

Edward G. Miner

Granger A. Hollister

Building Committee

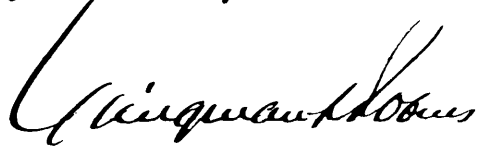
Rufus A. Sibley, Chairman

Henry G. Danforth

William R. Taylor.

Meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "C. H. Quintanilla". The signature is written in black ink and is positioned above the word "Secretary.".

Secretary.

October 15, 1915.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY.

Present: Messrs. Landsberg, Miner, Slater, Dewey,
Paine, Wile, Anstice, Danforth, Burton,
and Robins.

President Landsberg in the chair.

Minutes of the last regular meeting of the Board and
also of the Thirtieth Annual Meeting were read and approved.

Mr. Paine in behalf of the Property Committee report-
ed total receipts from Arcade rents \$12,538 and expenditures
\$3,893.28, leaving a net cash income of \$8,644.72; and the bal-
ance of the Annual Appropriation \$16,106.72 unexpended.

He remarked that there were several vacant rooms with
practically no inquiries and that it was very difficult to make
collections.

The report was ordered received and filed.

In behalf of the Library Committee Dr. Dewey reported
expenditures for the library and reading room \$3427.58, leaving a
balance unexpended of the Annual Appropriation \$8,572.42. He re-
ported that the library had been closed the first fifteen days
of August and the reading room in the evenings in July and in the
day time for two weeks in that month.

He reported the following balances of the special funds:

Gordon	\$3,375.75
Engineers	\$ 15.11
Medical	342.11

Dr. Dewey further reported ~~that~~ the net increase of vol-
umes cataloged and shelved, 608, bringing the total number up to

78,629 and stated that the whole number of readers and the whole number of books drawn showed a slight increase over a corresponding period for the previous year.

The report was ordered received and filed.

Mr. Anstice presented the Treasurer's report, showing a balance on hand June 1st of \$13,036.60. The income from interest on bonds and funds in bank \$2,513.02; library fines \$50; sundries \$.05; Arcade rents \$12,538, total \$15,101.07

The report showed investments of \$4,117.01 in Monroe County Bonds and total disbursements \$7,391.01, leaving a balance on hand \$16,629.65.

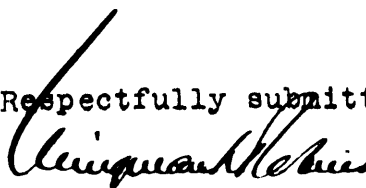
The report was ordered received and filed.

The Secretary read a communication addressed to the Finance Committee by Joseph L. Humphrey, reporting his audit of the books of the Treasurer of the Reynolds Library. This report was ordered received and filed.

Dr. Dewey in behalf of the Library Committee reported that the pavement in the alley adjoining the Library had been completed and was satisfactory in character.

Meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script, likely of the Secretary, written in dark ink. The signature is fluid and somewhat stylized, with a large initial letter.

Secretary.

January 14, 1916.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLD'S LIBRARY.

Present: Messrs. Landsberg, Anstice, Sibley, Slater,
Burton, Dewey, Paine, Carnahan and Robins.

President Landsberg presiding.

The minutes of the meeting of October 15th were read
and approved.

In behalf of the Property Committee, Mr. Paine reported
total receipts from Arcade rents \$9,959.75 and from sundries
\$19.60, total \$9,979.35; also expenditures of \$2,739.92, leav-
ing a net cash income of \$7,239.43 and an unexpended balance
of the appropriation \$13,366.80. Mr. Paine further reported
that there were at the time of the making of the report only 2
vacant rooms, and that collections were better. The report was
ordered received and filed.

In behalf of the Library Committee, Dr. Dewey reported
expenditures for the Library \$2,978.38 and for the reading room
\$452.01, a total of \$3,430.39, leaving an unexpended balance
of the Annual Appropriation of \$5,142.03. Dr. Dewey further re-
ported that there had been an increase in the number of volumes
cataloged and shelved of nineteen,* bringing the total number up
to 78,648. He stated that this report showed an increase of 10%
in attendance and^d nearly 100% in books drawn for hall use as op-
posed to home use, over the corresponding period last year. The
report was ordered received and filed.

Mr. Anstice presented the Treasurer's report, showing re-
ceipts from Arcade rents \$9,959.75; from interest \$2,439.46 and
from other sources \$163.60, a total of \$12,562.81. His report

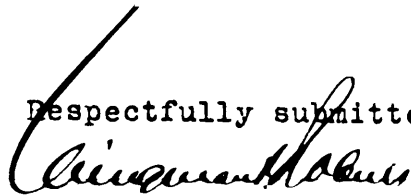
* 788 books condemned from the Medical Department

committees
further showed expenditures of \$6189.31 and he reported the purchase of bonds of the Washington and Columbia River Railroad, guaranteed by the Northern Pacific Railroad, at a purchase cost of \$7,611.78, leaving a balance of cash on hand of \$15,391.37.

Moved by Mr. Sibley, seconded by Dr. Dewey that this board authorize the sale of five (5) Registered Bonds of Atlantic City, N J., due May 15, 1916 of principal of \$1,000. each, Nos. 116, 117, 118, 119, and 120, and direct that Josiah Anstice, Treasurer of this Corporation be authorized to sign such papers as are necessary for the transfer of these bonds.

Meeting adjourned.

Respectfully submitted,



Secretary.

April 14, 1916.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY

Present: Messrs. Anstice, Burton, Dewey, Carnahan,
Landsberg, Miner, Paine, Rhees, Slater
and Taylor

President Landsberg presiding.

In the absence of the Secretary, the reading of the
minutes of the last meeting was deferred.

Mr. Paine presented the report of the Property Committee, showing total receipts from Arcade rents \$9,565.75; expenditures of \$4,549.14, leaving a net cash income of \$5,016.61. He showed further that out of the year's appropriation, there was a balance still unexpended of \$8,817.66. Mr. Paine reported that there were four rooms vacant in the building; also that there had been water in the cellar, during the flood, the last two days of March, the largest amount being between two and three feet in the New York Cloak Store basement.

Dr. Dewey then presented the report of the Library Committee, showing expenditures of \$2,620.01 for the library and \$253.47 for the reading room, leaving a balance of appropriation unexpended \$2,268.55. He showed further that there had been an increase in the number of books catalogued and shelved of 690 for the three months' period, making the total number 79,338.

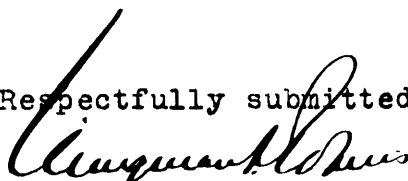
Mr. Anstice then rendered the Treasurer's report, showing a total income of \$11,830.75; total expenditures of \$7,422.62 and a balance of cash on hand of \$19,799.50.

The Secretary, Mr. Robins, then entered the meeting and the minutes of the meeting held January 14, 1916 were read and approved.

Dr. Dewey, making comment on his report as to the wording of the minutes of that meeting, said that the small net increase for the three months' period reported, of nineteen, was due to the fact that 788 books of the Medical Library had been taken out of the Library and catalogue . Otherwise, the increase would have been more than 800. Dr. Dewey also referred to the recent lists of books that have been issued, which were noted with appreciation by the Trustees.

Meeting then adjourned.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Augustus H. Jones", is written over the typed name of the Secretary.

Secretary.

June 9, 1916.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY

Present: Messrs. Anstice, Burton, Dewey, Hollister, Landsberg,
Paine, Robins, Slater, and Wile.

President Landsberg presiding.

The minutes of the meeting of April 14th were read and approved.

In behalf of the Property Committee, Mr. Paine reported for the two months ending May 31, 1916, cash received from Arcade rents \$7,023.00, and expenditures of \$7,739.50. The report showed further that out of the appropriation of \$20,000, there was a balance unexpended of \$1,078.16.

In behalf of the Library Committee, Dr. Dewey reported for the two months ending May 31, 1916, showing an increase of the volumes cataloged and shelved of 667, making a total of 80,005. The financial report of the Library Committee for the same period showed total expenditures of \$2,225.61.

Mr. Carnahan then entered the meeting.

Mr. Anstice then reported as Treasurer that the total receipts from rents were \$7023; interest on bonds \$2,131.25; fines, etc., \$100; total \$9,254.25. Total expenditures had been \$9,965.11, leaving a balance of cash on hand \$13,382.01

Dr. Rhees then entered the meeting.

On motion the meeting adjourned and reconvened in the

THIRTY-FIRST ANNUAL MEETING OF THE TRUSTEES.

It was noted that the minutes of the 30th annual meeting had been read and approved at the meeting held October 15, 1915.

Mr. Paine then presented the Annual Report of the Property Committee showing all but Total receipts for the year \$39,106.15, \$19.65 of this amount being derived from Arcade rents. Total expenditures had been \$18,921.84, leaving a net balance of \$20,184.31. The report showed further that there had been no change in the insurance or assessment figures, as stated in the previous Annual Report.

The Report which was a complete summary of the administration of the Arcade since 1893, was received and filed with an expression of appreciation on the part of the Chair, of the Committee of the services rendered by the superintendent.

Dr. Dewey then presented the Annual Report of the Library Committee, showing total expenditures of \$11,957.06, leaving \$42.94 unexpended out of the Annual appropriation and the following balances of the special funds:

Gordon	\$3510.78
Engineers	2.11
Academy of Medicine	342.11

The increase of books in the library for the year was 1984, making the total number of books cataloged and shelved 80,005.

The report referred to three lists of books, printed and distributed during the year, representing about 1430 titles; and also a special list of books relating to Shakespeare, containing 198 titles. The report also referred to the action of the Committee previously noted in the minutes, with reference to the removal of 800 medical books from the shelves, and in this connection, the increasing problem of providing shelf room for additions to the library was noted.

It appeared that the attendance in the Library had been

larger than in 1915, by the number of 997, although the reading room attendance had fallen off to the number of 10,384.

The number of books drawn increased by 9025 and the number of special subjects looked up for readers was nearly doubled as compared with the previous year, indicating a satisfactory use of the more important departments of the library, inspite of the growing competition of the public library

In reply to questions, Dr. Dewey stated that there was not sufficient accommodation for either readers or books and after a discussion of the various methods by which the capacity of the library could be increased or sufficiently maintained without an increase of facilities,

It was moved, seconded and carried that the Library Committee elaborate some definite plans for extending the facilities both of the Central Building and the Arcade branch and present them at a future meeting of the Trustees.

Mr. Anstice then presented the Treasurer's report showing total receipts for the year of \$48,748.88; total expenditures of \$30,964.05, providing a net increase in the value of the property of \$17,784.83. During the year \$5000 of Atlantic City bonds had been paid and there had been purchases of \$5000 of par value, Monroe County Bonds; \$8000 Washington and Columbia River bonds and \$10,000 City of Los Angeles, total cost, principal and accrued interest, of \$22,441.42.

The report showed further that the present book value of the bonds owned by the Library was \$202,731.50, additional securities including U. S. Voting Machine Stock \$800.00, and the Harmon mortgage \$4500.00, the total invested funds

being \$208,031.50.

It was moved, seconded and carried, that the book value of the Voting Machine stock be reduced to \$1.00 and that the item on the ledger entitled "New Boilers", amounting to \$3,345.33 be written off.

Moved, seconded and carried, that the sum of \$20,500 be appropriated for the use of the Property Committee for the ensuing year.

Moved, seconded and carried, that the sum of ~~\$15,500~~^{7,500} *Yad* be appropriated for the use of the Library Committee for the ensuing year, the Library Committee to be granted authority to print and distribute their report.

Moved, second and carried, that Mr Samuel C. McKown be reemployed as superintendent of the Arcade, at the same salary.

The Secretary then read the report of Mr. Joseph L. Humphrey of his audit of the books and vouchers of the Treasurer. It was accepted and filed.

Moved, seconded and carried, that the Secretary cast one ballot for the present officers to succeed themselves for the ensuing year. The Secretary then announced that the following had been elected as officers for the ensuing year.

President, Max Landsberg

1st Vice-President, Rufus A. Sibley

2nd Vice-President, Rush Rhees

Moved, seconded and carried that the Treasurer cast one ballot for the Secretary to succeed himself and the chair declared Kingman H. Robins elected Secretary for the ensuing year

The chair then announced the reappointment for the ensuing year^{of} the following as members of the standing committees, with the exception of the substitution of Mr. Henry G. Danforth for the Late Judge William E. Werner on the Executive Committee, and of Mr. Julius M. Wile in place of Mr. R. A. Sibley, resigned, on the Finance Committee.

Executive Committee

Rush Rhees, Chairman Henry G. Danforth
Henry F. Burton

Property Committee

Cyrus F. Paine, Chairman Josiah Anstice
Julius M. Wile

Library Committee

Charles A. Dewey, Chairman George A. Carnahan
John R. Slater

Finance Committee

Julius M. Wile *Chairman* Edward G. Miner
Granger A. Hollister

Building Committee

Rufus A. Sibley, Chairman Henry G. Danforth
William R. Taylor

Meeting adjourned

Respectfully submitted,

Secretary.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY
HELD October 13, 1916.

The meeting was called to order by the President at 4:10,
the following members being present: Messrs. Landsberg, Dewey,
Danforth, Anstice, Carnahan, Paine, Burton, and Slater. The
following members sent apologies for their absence: Messrs.
Taylor, Hollister, and Robins. In the absence of the Secretary,
the chair appointed Mr. Slater secretary pro tem. The reading
of the minutes was omitted owing to the Secretary's absence.

The report of the Property Committee was presented by
Mr. Paine, showing receipts from Arcade rents for the four
months ending September 30 of \$12,078 and expenditures of
\$3,878.97, leaving a balance for the four months of \$8,199.03.
Of the appropriation for the year \$20,500, there remains an un-
expended balance of \$16,621.03. The Property Committee called
attention to the fact that leases cannot now be made to extend
beyond May 1, 1919, and recommended that this time be extended
three years. The report was received and placed on file. On
motion of Professor Burton it was voted that the desired per-
mission be given to extend leases three years beyond May 1,
1919 in cases where such extension is requested.

The report of the Library Committee was presented by Dr.
Dewey, showing books added during the four months ending Sept-
ember 30, by purchase 249, by binding periodicals 49, by gift
299; books discarded, 670, making a net decrease of 73 volumes.
The total number of volumes catalogued and shelved is 79,932.
Of the 670 volumes discarded 370 were old law treatises and
reports, and the remaining 300 were bound volumes of the New

York Sun and Herald covering twelve and one half years between 1896 and 1908. The report announced the intention of the committee to continue this policy of discarding useless books in order to make room for the normal annual expansion, by disposing of duplicates to other libraries and to dealers. It was also stated that various broken sets of unbound periodicals and some bound volumes of incomplete sets of newspapers, not local, would be disposed of in the same manner and for the same reason, subject to the approval of the Board. The report was received and placed on file.

A discussion ensued in regard to the desirability of discarding old newspaper files. It was explained that the library now keeps complete files of Rochester newspapers, but has not for some years undertaken to preserve and bind any New York or other daily papers. In view of the fact that the New York and other papers which it is proposed to discard are not and cannot be made even approximately complete, and that the University Library to which it is proposed to transfer them is accessible to the general public, it was voted on motion of Professor Burton that the policy of the Library Committee in this matter be approved.

The Treasurer's report was read by the Secretary pro tem, the treasurer having left the meeting. It showed receipts for the four months ending September 30, of \$14,991.65, and expenditures of \$7,394.41, with a balance on hand of \$20,979.25. The report was received and placed on file.

The Chairman of the Library Committee reported that the committee had carefully considered the suggestion made at the previous meeting that larger and more accessible rooms be provided for the reading room in the Arcade and that a

small central branch library for reference purposes be
established therein. The only rooms available for this
purpose are in the rear of the third floor, being those
formerly occupied by Mr. Loder, and are neither well adapt-
ed for library purposes nor suitably located to attract the
class of readers whom it is desired to serve. It is the
judgment of the committee that at the present time no
rooms are to be had on the first two floors of the Arcade
which even with extensive alterations could be made to
furnish better accommodations than the present reading room;
and that the suggestion is for the present impracticable.
The report of the Committee on the matter was accepted, and
the meeting adjourned.

Respectfully submitted,


John R. Slater.

Secretary pro tem

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY.

January 12, 1917.

Present: Messrs. Anstice, Dewey, Landsberg, Miner,
Paine, Rhees, Robins, Sibley, Slater, and
Taylor.

Minutes of the meeting held October 13th were read and approved, as were also the minutes of the Quarterly Meeting and the Annual Meeting, held June 9th, 1916, which had not been previously approved.

Mr. Paine then reported for the Property Committee for the three months ending December 31, 1916, showing receipts from Arcade rents and sundries \$9070.90 and expenditures \$2831.65, leaving a balance of \$6,239.25. It was also shown that the balance of the appropriation to the Property Committee remaining unexpended amounted to \$13,789.38. The report was ordered received and filed.

Mr. Paine referred to the failure of Mr. L. F. Wolters, for many years a tenant in the Arcade, owing six months' rent which amounted to \$1650 as of January 1st. It was pointed out that there will probably be a loss of a considerable portion of this amount.

Dr. Dewey then reported for the Library Committee for the three months ending December 31, 1916, showing a net increase in the books catalogued and shelved of 470, making a total of 80,402. He referred in detail to the disposition of the books which it had been decided to discard and showed that a systematic policy of discarding books no longer of value to the Library would postpone the

necessity of increasing accommodations indefinitely.

Expenditures for the Library for the three months ending December 31, 1916 were shown to be \$4138.32 and \$486.41 for the Reading Room which slightly exceeds the appropriation made for the Library Committee, so that an additional appropriation will be necessary at the next meeting. This was accounted for in part by the fact that there had been unusual expenditures amounting to \$1680.52, including over \$1000 for the paving of Hemlock Alley.

The balances of the various funds were shown to be as follows:

Gordon,	\$3,461.52
Engineers,	37.11
Medical,	340.36

The report was ordered received and filed.

Mr. Anstice then presented the report of the Treasurer, showing receipts as follows, for the three months ending December 31, 1916.

Arcade rents and sundries,	\$9058.50
Interest on invested funds,	2642.34
Sale of old papers	100.00
Library fines	100.00

There had been expenditures of \$7,520.64, leaving a net gain in cash for the three months of \$4380.20, making a total balance of cash on hand \$25,359.45. The report was ordered received and filed.

The question was then raised as to what the policy of the Board should be in regard to the investment of the Library funds, Mr. Miner questioning the advisability of confining

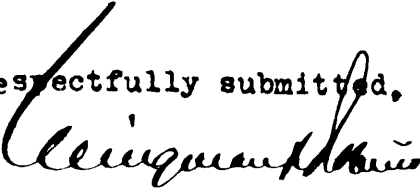
these investments to savings bank securities. In the absence of Mr. Wile, Chairman of the Finance Committee, the opinion of the Finance Committee was not ascertained, but on motion of Mr. Anstice, seconded and carried, it was moved that at the next meeting the question be brought up for action.

The chair then presented the resignation of Mr. Paine, both as a member of the Board and as Chairman of the Property Committee, the grounds given being Mr. Paine's increasing physical limitations, owing to advancing age. Dr. Rhees immediately moved that Mr. Paine's resignation from the Board be laid upon the table, and that it was the sense of the Board that, while it appreciated the fact that Mr. Paine should be relieved of the obligation of serving as Chairman of the Property Committee, his services to the Board had been, and continued to be too valuable to permit of the acceptance of his resignation from the Board. This motion was seconded and unanimously carried.

Mr. Paine replied in words appreciative of the action of the Board, expressing his great enjoyment in the relationship involved in his connection with the Board, but said that he felt that there were important questions coming up to which he did not feel that he could give adequate attention in his office as Chairman of the Property Committee.

Dr. Rhees called attention to the fact that the Library had been relieved of the necessity of establishing a central branch for business reference works, by the establishment of such a branch of the Public Library in the quarters of the old Central Library.

Meeting adjourned.

Respectfully submitted,

Secretary.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY

April 13, 1917.

Present: Messrs. Anstice, Danforth, Dewey, Landsberg,
Paine, Robins, Slater, Taylor, and Wile.

President Landsberg in the chair.

Minutes of the meeting of January 12th were read and
approved.

The Chair announced the appointment of Mr. Danforth to
succeed Mr. Paine, resigned, as a member of the Property Committee,
leaving it to the Committee to elect its own chairman.

Mr. Wile then presented the report of the Property Com-
mittee, showing revenues from Arcade rents \$9,896.50; expenditures
\$5,379.56, leaving a balance of \$4,516.94. The total expenditures
by the Property Committee to date were shown to be \$12,090.18,
leaving a balance of the appropriation unexpended of \$8,409.82.
The report showed further that Mr. C. F. Wolters had gone through
bankruptcy and that his dividends to his creditors would be very
small, as the inventory had shown his stock to be valued at only
\$1250. The report was ordered received and filed.

Dr. Dewey then presented the report of the Library Committee,
showing a net increase of the volumes catalogued and shelved of
304, making a total of 80,706. The report showed further that
\$103. had been received from the New York Public Library as the
proceeds from the sale of certain old newspaper files; and that
\$41.10 had been received from the sale of discarded materials.
The total sales during the fiscal year from such sources amounted
to \$209.11. It was also shown that the attendance in the reading
room and the number of books drawn during the past three months

had been somewhat larger than during any corresponding period of the previous library year.

The financial report of the Library Committee showed expenditures on account of the library of \$2572.84; on account of the reading room, \$275.77, total \$2848.61, leaving a balance of the appropriation of \$12,500 unexpended \$1512.97. Since this amount would not be sufficient to carry the Committee through the remaining two months, the additional appropriation of \$500 was asked for, and on motion, duly seconded and carried, granted. The report showed further that the balances of the special funds were as follows:

Gordon,	\$3378.04
Engineers,	37.11
Medical,	340.36

The report was ordered received and filed.

Mr. Anstice then presented the Treasurer's report.

Revenues from Arcade rents,	\$9,896.50
Library fines,	150.00
Sale of papers,	144.10
Interest on invested funds	<u>1,960.00</u>
	\$12,150.60

Leaving a balance of cash on hand \$29,198.40

The report was ordered received and filed.

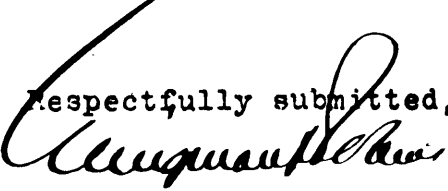
A resolution passed at a previous meeting asking for action on the question as to whether the funds of the library should be invested in other than securities legal for savings banks and trustees in the State of New York was then taken up, and Mr. Wile in behalf of the Finance Committee, expressed his opinion as against such action and with respect to the funds now available for investment, suggested placing, say, \$20,000

in the proposed Government loan.

A general discussion followed, showing that it was the predominating sentiment of the Trustees present that the funds of the Library should not be invested in other than securities legal for New York State savings banks and trustees.

Dr Taylor referred to the death of the former Librarian, Mr. Alfred S. Collins and on motion by Dr. Taylor, after remarks by Dr. Dewey and others, it was moved, seconded and carried to send a letter of sympathy to the present Librarian, Miss Annie R. Collins.

Meeting adjourned.

Respectfully submitted,

Secretary.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY.

June 8, 1917.

Present: Messrs. Anstice, Burton, Carnahan, Danforth,
Dewey, Landsberg, Rhees, Slater and Taylor.

President Landsberg in the chair.

The Chair appointed Professor Slater Secretary pro tem.

Minutes of the regular meeting held April 31st were read
and approved.

In behalf of the Property Committee, Mr. Anstice presented
the report for the two months ending May 31st, 1917:

<u>Cash receipts from Arcade revenue</u>	<u>\$6,469.67</u>
<u>Sundry receipts</u>	<u>102.88</u>
<u>Total,</u>	<u>\$6,572.55</u>
<u>Expenditures,</u>	<u>7,914.31</u>

In behalf of the Library Committee, Dr. Dewey presented
the report for the two months ending May 31st, 1917, showing books
added, 403; books condemned, 344; net increase 59; attendance for
the two months, at the Library, 8185, at the reading room 8400, a
total attendance of 16,585; books drawn 9755, for hall use 1877, for
home use 7878. The expenditures for the Library during the two
months were \$1684.35, for the reading room \$181.16, total expenditures
\$1865.51.

Mr. Anstice then presented his report as Treasurer, for
the two months ending May 31st, 1917, showing total receipts of
\$8835.05, including interest on invested funds and Arcade revenue
above stated; total expenditures for the same period, \$9821.92,
leaving a balance of cash on hand \$28,211.53.

The regular quarterly meeting then adjourned and reconvened

THIRTY-SECOND ANNUAL MEETING OF THE BOARD OF TRUSTEES.

The Annual Report of the Property Committee was presented by Mr. Anstice, showing

Revenue from Arcade rents, etc.	\$37,542.95
Total expenditures of	<u>20,004.49</u>
Balance,	\$17,538.46

The Annual Report of the Library Committee was presented by Dr. Dewey, showing books added during the year, by purchase 979, by binding periodicals 182, by gift 1016, total additions 2177, condemned 1417, net increase 760, number cataloged and shelved on May 31, 80,765. The attendance at the Library during the year was 49,217; at the reading room 47,194. The total number of books drawn was 62,802, for hall use 16,882, for home use 45,920. The percentage of fiction circulated was 57%. Reference was made to the condemnation during the year of a large number of duplicates, obsolete medical books, and other useless material in accordance with the policy of the library committee as previously announced and approved. The total number disposed of during the year by sale and gift was 1895 volumes and 875 pamphlets. The annual financial report of the library committee showed expenditures at the library of \$11,596.59, of which \$6,077.97 was for salaries, \$1,728.79 for books, \$466.14 for periodicals. Among the special expenses for the year was \$1048.77 for the pavement in Hemlock Alley. The expenditures for the reading room were \$1255.95. Total expenditures By the committee \$12,852.54; appropriation \$13,000; returned to the Treasurer \$147.46.

Mr. Anstice then presented the Treasurer's Report for

the year showing total receipts	\$47,878.14
total expenditures	<u>33,048.62</u>
Net gain in cash for the year	\$14,829.52

His report showed further that the Library now holds a total investment in securities of \$207,500. as follows:

Harmon mortgage	\$4500.00
Bonds	203000.00

The value of the library stands on the books as \$790,460.22.

It was moved and carried that the appropriation for the library committee for the ensuing year be \$15,000 and for the property committee \$22,000.

The next order of business being the election of officers, the Secretary was instructed to cast one ballot for the re-election of the present officers to serve another year.

It was moved and carried that Mr. Samuel C. McKown be appointed superintendent of the Reynolds Arcade for another year.

The Chairman announced the reappointment of all the present committees, it being understood that Mr. Anstice is Chairman of the property Committee.

Meeting adjourned.

Respectfully submitted,

J. H. R. Slater
Secretary pro tem

REGULAR MEETING OF THE BOARD
OF TRUSTEES OF THE REYNOLDS
LIBRARY, HELD OCTOBER 12, 1917.

Present: Messrs. Anstice, Carnihan, Danforth, Dewey, Burton,
Hollister, Landsberg, Paine, Miner, Robins, Slater and
Taylor.

President Landsberg in the chair.

Minutes of the regular quarterly meeting of the Trustees and of the
Annual Meeting, both held June 8th, were read and approved.

Mr. Anstice then presented the report of the Property Committee,
showing total receipts from Arcade rents \$9022.97, and a net balance on hand
out of the Property Committee's appropriation of \$18,008.79. He reported
that there were at the date of the report, thirteen vacant rooms in the
building,-more vacancies than there have been for many years. The report was
ordered received and filed.

Dr. Dewey then presented the report of the Library Committee, showing
expenditures of \$3430.23 for the Library and \$334.39 for the reading room -
or a total of \$3764.62, leaving a balance out of the appropriation of
\$11,235.38. The report showed further that there had been a net increase of
489 books, bring^{ing} the total volume of books catalogued and shelved up to
81,254. The report was ordered received and filed.

Mr. Anstice then presented the Treasurer's Report, showing total
receipts of \$16,132.25, against total expenditures during the quarter of
\$ 7,763.83, and the \$10,000 purchase of bonds, leaving a balance of cash on
hand as of October 1st of \$26,579.95.

The report was ordered received and filed.

Dr. Dewey then displayed a number of portraits which had been
discovered in the overhauling of the tool room, and on motion of Mr. Miner,
seconded and carried, it was voted that the portraits be turned over to the

Historical Society, and Dr. Dewey stated that he would attend to the matter.

The Finance Committee asked the opinion of the Board with regard to the investment of funds in the second issue of the Liberty Loan, and on motion by Dr. Dewey, seconded and carried, the Board expressed its approval of the purchase of \$10,000 of the second issue.

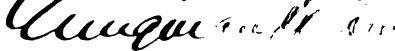
Mr. Wile entered the meeting.

On further discussion, it was moved, seconded and carried, that \$10,000 of the first issue of Liberty Bonds, bearing $3\frac{1}{2}\%$ interest, be sold and the proceeds invested in bonds of the second issue, making a total investment in that issue of \$20,000.

Mr. Wile proposed the name of Mr. F. Harper Sibley for the position of Trustee.

Meeting adjourned.

Respectfully submitted,



Secretary.

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY

January 18, 1918.

Regular quarterly meeting, called to order at 4:05 by President Landsberg.

Present: Messrs. Burton, Danforth, Dewey, Landsberg, Rhees, Slater, Taylor, and Wile.

The reading of the minutes was omitted, in the absence of the Secretary.

The report of the Property Committee was presented by Mr. Wile, showing for the three months ending December 31, 1917, receipts from Arcade rents of \$9,751.01 and expenditures of \$4,244.44. In the absence of the Treasurer, his report was also read by Mr. Wile, showing a balance on October 1st of \$26,579.95, receipts from Arcade rents \$9,751.01, from interest on bonds \$2,383.31, from Library fines \$100; from bank interest \$502.47; expenditures by Property Committee \$4,244.44, by Library Committee for library \$3,131.34, for reading room \$552.35; on account of Gordon fund \$77, Engineers Fund \$10. Report also showed the sale of \$10,000 3½% Liberty Bonds at par, and the purchase of \$20,000 4% Liberty Bonds at par with accrued interest of \$32.68. Cash balance on December 31, 1917 \$21,268.93.

On behalf of the Property Committee, Mr. Danforth presented the matter of the Fire Marshal's demand for the installation of sprinklers and automatic fire alarm boxes in the Arcade, because a few of the rooms are used for manufacturing purposes. After discussion, it was moved and carried that Mr. Danforth be appointed to consider the question whether it is best to make such changes at considerable expense or to discontinue the leasing of rooms for manufacturing purposes, and to report his conclusion to the Property Committee with power to act.

The matter of coal supply for the Arcade was presented by .

Mr. Danforth, who was of the opinion that the supply on hand at the date of the meeting was adequate for the immediate present, and that there was no reason to fear that more coal could not be obtained from time to time as needed.

The report of the Library Committee presented by Dr. Dewey showed books added by purchase, 308, by binding periodicals 23, by gift, 149, condemned 82, net increase for the quarter 388. Number of volumes catalogued and shelved, 81,652. Attendance in library 11,730, in reading room 11,928. Number of books drawn 13,816; for hall use 3,505, for house use, 10,311. Balance in Gordon fund \$3434.72, in Medical Fund \$332.36, Engineers Fund overdrawn \$8.24. Balance of annual appropriation \$7,551.69. The report was received and filed.

Meeting adjourned.


Secretary pro tem.

REGULAR MEETING OF THE
BOARD OF TRUSTEES OF THE
REYNOLDS LIBRARY, April 12, 1918.

The meeting was called to order at 4 P.M., by the President.

Present: Messrs. Anstice, Burton, Carnahan, Dewey, Landsberg,
and Slater.

The reading of the minutes was omitted, owing to the absence of
the Secretary.

The report of the Property Committee was presented by Mr. Anstice
showing receipts from Arcade rents of \$9,989.88; expenditures of \$5,155.13,
leaving a balance of receipts over expenditures of \$4,834.75. Amount
expended during the first three quarters of the year, \$13,390.78, out of
the appropriation of \$22,000, leaving an unexpended balance of the appro-
priation of \$8,609.22.

The report of the Library Committee was presented by Dr. Dewey, showing
disbursements for the Library of \$2,328.87, for the reading room of \$287 22,
expended from the Gordon Fund \$ 56.29, balance of appropriation \$4,935.60.
Books added during the quarter by purchase 189, by gift 200, books condemned
48, net increase 341, number of volumes catalogued and shelved 81,993,
number of readers in the Library 11,323, in the Reading Room 13,505, number
of books drawn 15,374.

The Treasurer's Report was presented by Mr. Anstice showing receipts
from Arcade rents \$9,989.88, fines \$100, from investments \$1960, total
\$12,049.88; expenditures \$7,827 55; cash on hand \$25,491.30.

The Property Committee asked for an additional appropriation of
\$1,000 on account of unusually heavy taxes, and on motion, this additional
appropriation was granted.

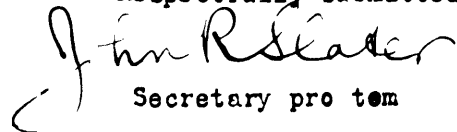
The property Committee reported in regard to the additional safety
devices in the Arcade demanded by the Fire Marshal on account of the use

of some rooms as factories. In addition to the present signal boxes, a system of gongs must be installed. Mr. Anstice reported as to the various bids offered by different concerns for installing and maintaining the required gongs and signal stations, and recommended on behalf of the Property Committee, the acceptance of the figure of \$542 a year named by the Rochester District Telegraph Company covering all charges. The Committee was authorized to make the contract at this figure.

The Finance Committee desired the endorsement of the Trustees for the proposed investment of \$10,000 of the cash balance in United States bonds of the Third Liberty Loan. On motion of Dr. Dewey, this investment was authorized.

Meeting adjourned.

Respectfully submitted,


Secretary pro tem

Minute on the Death of Henry G. Danforth

The Trustees of the Reynolds Library record with deep sorrow the death of their late associate, Henry G. Danforth. His prominence in the community and his reputation for irreproachable character and conservative judgment, gave to his name a weight which guaranteed the stability of any institution with which he was officially connected. His duties as Congressman for three successive terms kept him in Washington much of the time during which he was a member of the Board; but when he was at home, even in the last year of his life, when failing health made every exertion a sacrificial act, he was seldom absent from a meeting and gave to the Library without stint the benefit of his advice and service. Genial, cheerful, loyal, and possessed of a marked and interesting personality, he drew and held the hearts of his friends in no common fashion. To our official loss, therefore, is added a sense of personal bereavement, out of which we offer to her who was united to him in a singularly happy marriage, our sincerest sympathy.

REGULAR QUARTERLY MEETING OF THE
TRUSTEES OF THE REYNOLDS LIBRARY
HELD FRIDAY, JUNE 14th, 1918 at 4
P. M., AT THE LIBRARY.

Present: Messrs. Anstice, Burton, Carnahan, Dewey, Landsberg,
Hollister, Miner, Rhees, Robins and Taylor.

Minutes of the meeting held April 12th were read and approved.

Mr. Anstice presented the report of the Property Committee for the two months ending May 31st, showing receipts from Arcade rents \$6710.84; and expenditures of \$9,157 The report was ordered received and filed.

Dr. Dewey presented the report of the Library Committee for the two months ending May 31st, 1918, showing the total number of books added 314, making the total number of books catalogued and shelved 82,307.

The financial statement of the Library Committee showed total expenditures for the Library of \$4,105.72; and for the Reading Room \$177.10; from the Gordon Fund \$11.70. This report was ordered received and filed.

The Treasurer's Report was then presented by Mr. Anstice, showing total revenues for the two months \$9527.46 and total expenditures \$13,451.52. The Treasurer also reported the purchase of \$10,000 United States 4½ registered bonds (Third Liberty Bond Issue) \$10,028.50, leaving a balance of cash on hand of \$11,538.74. This report was also ordered received and filed.

The meeting thereupon adjourned and reconvened in the

THIRTY-THIRD ANNUAL MEETING

The Chair noted that the minutes of the previous Annual Meeting had been read and approved at the meeting of the Trustees, held October 12th last.

Mr. Anstice presented the report of the Property Committee,

showing a total revenue from Arcade rents of \$39,465.91; and total expenditures \$37,057.99. The report was ordered received and filed.

The Annual Report of the Library Committee was presented by Dr. Dewey, showing a net increase of books for the year 1542; and the total number of volumes catalogued and shelved 82,307. The report contained a number of interesting items too numerous to report here; among them was the purchase of some seventy books on the subjects relating to the great war; and the gift, either direct from the files of the Library or from patrons of the Library, of some 600 books to be forwarded to Army camps. The report made note of the fact that the literary resources of the Library had been notably increased during the year and that excellent service had been received from the Staff.

The Financial Report of the Library Committee showed total expenditures of \$14,347.22, out of an appropriation of \$15,000; and expenditures from the Gordon fund \$144.99; from the Engineer's fund \$10; from the Medical fund \$8.00.

The report was ordered received and filed.

It was moved, seconded and carried that the Library Committee be requested to consider the question of the depreciation of the value of the books in the Library and to recommend to the Board, the necessary action regarding the reduction in the valuation of the books.

Mr. Anstice then read the report of the Treasurer, showing total receipts of \$50,446.38; total expenditures of \$37,057.99, making the net gain in cash for the year \$13,388.39. The invested funds of the Library were shown to be \$237,500, of which all but \$4500.00 was in bonds. The value of the Library stands on the books at \$807,139.30.

After the discussion of the question as raised by Mr. Miner, it was moved, seconded and carried, that the Library Committee be given power to investigate the question of duplicating the accession list since the date of the last Inventory and of maintaining this duplicate accession list up to date, in a place of safe-keeping.

Moved, seconded and carried, that the appropriation of the Property Committee be \$26,000 for the ensuing year and of the Library Committee, \$14,000.

The question was raised as to whether the insurance carried on the present building of the Library was sufficient, in view of the increase in value of all buildings. No action was taken on the part of the Board to increase the insurance on the present building because, in case of destruction, it would not be replaced in its present location.

On motion of Dr. Rhees, seconded and carried, the Secretary cast one ballot for the present officers to succeed themselves for the ensuing year and the Secretary then stated that he had cast the ballot accordingly.

Moved, seconded and carried, that Mr. Samuel C. McKown be appointed superintendent of the Reynolds Arcade for the ensuing year.

The Chair then announced the following Committees to act for the ensuing year:

Executive Committee

Rush Rhees

Henry F. Burton

William R. Taylor

Property Committee

Josiah Anstice

Julius M. Wile

Granger Hollister

Library Committee

Charles A. Dewey

John R. Slater

George A. Carnahan

Finance Committee

Julius M. Wile Edward G. Miner Granger A. Hollister

Building Committee

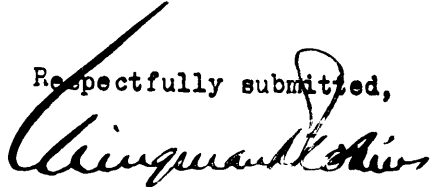
Rufus A. Sibley

Kingman N. Robins

William R. Taylor

Meeting then adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kingman N. Robins". The signature is written in dark ink and is positioned above the printed name "Kingman N. Robins".

Secretary.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LIB-
RARY HELD ON FRIDAY, OCTOBER 11,
1918, AT FOUR O'CLOCK P. M.

Present:- Messrs. Anstice, Dewey, Hollister, Landsberg, Miner,
Rhees, Robins, Sibley and Slater.

Minutes of the last quarterly meeting and of the 33rd Annual Meeting, both of them held June 14, 1918, were read and approved.

The report of the Property Committee made by Mr. Anstice for the four months ending September 30th showed total receipts from Arcade rents of \$12,843.38 and expenditures of \$4,174.23. Report ordered received and filed.

Dr. Dewey presented the report of the Library Committee showing the total number of books added 1138, making the total number catalogued and shelved 83,445. The Committee reported that the attendance at the Library had shown a small increase over the corresponding period of 1917, but that in the Reading Room there was a decrease of nearly 20%, for various reasons associated with the war.

The financial statement of the Library Committee showed a total of expenditures for the Library of \$3,813.68 and for the Reading Room of \$390.81. This report was ordered received and filed.

Mr. Anstice presented the Treasurer's Report showing total revenues for four months of \$15,970.85, with total expenditures of \$8,398.72. He reported the purchase of \$10,000 United States 4 $\frac{1}{2}$ registered bonds of the Fourth Liberty Bond Issue, on which he had paid \$5,500, leaving a balance on hand of \$13,610.87.

Doctor Taylor entered the meeting.

It was then moved, seconded and carried that the report of the Treasurer be accepted and filed, and that his action in purchasing \$10,000

of the bonds of the Fourth Liberty Bond issue be ratified.

Dr. Dewey then reported, in accordance with a resolution passed at the last meeting, that he had investigated the subject of inventorying the Library, and that he had found that in June, 1911, a complete inventory had been made by an expert representative of the Anderson Auction Company, New York City, who at that time reported 67,313 volumes of a total value of \$86,516.75. During the seven-year period elapsed since this inventory, the record showed that there have been added to the number of volumes in the Library 19,455 volumes, at a cost of \$22,881.10, not including pamphlets added during the past seven years and books in circulation, and making no allowance either for a depreciation or appreciation which, in libraries, is an unsettled question. Dr. Dewey's investigation also showed that there had been disposed of in the seven years past, 4041 volumes, leaving the net total on hand in agreement with the figures above shown, after making the deduction.

Dr. Dewey further reported that a total insurance was carried on the Library property of \$30,000, on the card catalogue of \$19,500, and on books, shelving, furniture etc. of \$108,500; and added that a complete inventory of the furniture in the Library had just been completed. He reported that the insurance agent had stated that in case of loss the 1911 inventory would not be questioned, but the problem of the books added in the last seven years would be another matter.

Discussion followed the acceptance and filing of Dr. Dewey's report, with the result that it was moved, seconded and carried that the Library Committee investigate and report on the fire-proof quality of the vault in the Library and on the feasibility and cost of a new inventory and of the practicability of making a photo-static copy of the Accession Book.

The Secretary reported that the minutes showed the technical

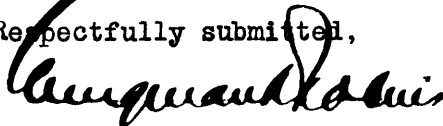
lapse of membership of Mr. Rufus A. Sibley, owing to his absence from six consecutive meetings because of absence from the City and illness, and the Secretary also recalled the fact that on several occasions Mr. Sibley had offered and urged his resignation, which the Board had not seen fit to accept. Thereupon Mr. Sibley was reelected to membership by unanimous vote of the members of the Board present.

Dr. Slater then presented the following minute on the death of Professor Henry F. Burton, which was unanimously adopted by rising vote, with the order that a copy be sent to Mrs. Burton.

The adoption of this resolution was followed by a suggestion by Dr. Slater that the Library carry out one of its most useful functions in preserving certain unpublished works of Professor Burton and, on motion duly seconded and carried, Dr. Rhees and Dr. Slater were appointed a committee of two to consult on this matter and report to the Board. Dr. Rhees commented that the University would like to have an extra copy of these works and bear its share of the cost.

The meeting then adjourned.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Augustus A. Davis". The signature is written in a cursive style with a large, sweeping initial 'A'.

Secretary.

Professor Henry F. Burton, who died on August 27, 1918, was for twenty-two years a member of the board of trustees of the Reynolds Library. He was elected a trustee in 1896, and served as a member of the Library Committee from that date until 1903, being chairman of the committee for the two years from 1901 to 1903. For the past fifteen years he has continued to give regular and valuable service to the library. His familiarity with library administration, as chairman for some years of the Library Committee of the University of Rochester, enabled him to give to this Library sound counsel in regard to the purchase of books and the administration of the reference and circulation departments. He was, moreover, as a citizen of progressive spirit, an educator of accurate scholarship, and a respected and beloved associate of those who had the privilege of working with him during many years, a man whose loss is deeply and sincerely mourned, and whose work will endure.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS
LIBRARY HELD ON FRIDAY, JANUARY 10,
1919, AT 4 P. M. AT THE LIBRARY.

Present:- Messrs. Anstice, Dewey, Landsberg, Miner, Rhees,
Slater and Taylor.

In the absence of the Secretary, Mr. J. R. Slater was appointed Secretary pro tem.

The minutes of the last meeting were read and approved.

The report of the Property Committee, presented by Mr. Anstice, showed receipts from Arcade rents for the quarter ending December 31st of \$9,664.51, expenditures of \$4,253.75, net cash income \$5,410.76; balance of appropriation \$17,572.02. The report was received and filed.

The report of the Library Committee, presented by Dr. Dewey, showed a total of books added during the preceding quarter of 333, total number catalogued and shelved 83,777; attendance in Library 8,185, in Reading Room 10,644. The expenditures for the Library were \$2,182.83, for the Reading Room \$584.80; a total for the quarter of \$2,767.63. The unexpended balance of the appropriation was \$7,027.88. Reference was made in the report to the death of Mr. Richard H. D'Olier, assistant librarian, on October 23, 1918, at the age of sixty-seven years, twenty-eight of which had been spent in the service of the Library. The report was received and filed.

The report of the Treasurer, presented by Mr. Anstice, showed receipts from Arcade rents of \$9,664.51, from library fines \$50, from interest on investments \$3,021.86; total receipts \$12,736.37. The expenditures by the Property Committee were \$4,253.75, by the Library Committee \$2,767.63. Payment on account of Liberty Bonds purchased

\$2,000. Cash on hand, \$17,325.76. The report was received and filed.

Dr. Dewey presented for the Library Committee a report as directed at the last meeting on the condition of the vault in the basement of the Library building as to the protection from fire hazard of the accession books of the Library. The vault was examined by Mr. Traubert, son of the contractor who built it, and pronounced to be reasonably fireproof. In view of the slow-burning contents of the building, and the fact that the vault is under the lower part of the structure, it is believed to be a reasonably safe place for the preservation of the records. Dr. Dewey stated that he had also inquired as to the cost of making photostat copies of the accession books covering the books added to the Library since the last general inventory, and found that such copies could be made at the rate of twenty-five cents for each two pages, a total for the records in question of about \$82.50. 150^{ct}

On motion of Dr. Rhees it was voted that the Library Committee be advised that it is the sense of the board that photostat copies of these accession books should be made at the estimated price named, to be preserved in a safe deposit vault outside the Library building.

In regard to the action taken at the last meeting authorizing the preparation of typewritten copies of some of the essays of the late Professor Henry F. Burton, Dr. Rhees reported that Mrs. Burton's consent had been obtained, and inquired if the special committee was authorized to incur the necessary expense of copying and binding these papers. The matter was referred back to the committee with power.

The meeting adjourned.

Respectfully submitted,

John R. Slater
secretary pro tem.

REGULAR QUARTERLY MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY, HELD ON
FRIDAY, APRIL 11, 1919, at 4 P. M. AT THE
LIBRARY.

Present:- Messrs. Dewey, Landsberg, Robins, Slater and Wile.

Reading of minutes of previous meeting omitted.

In the absence of a quorum, the meeting convened informally, and received the report of the Property Committee, read by Mr. Wile, showing total expenditures to date of \$16,225.60, leaving a balance of appropriation unexpended of \$9,774.40. The receipts from rents for the three months ending March 31st were \$9,838.51, and the expenditures \$7,797.62, leaving net cash income of \$2,040.89.

Mr. Wile reported a peremptory order from the Health Bureau calling for the replacing of the plumbing in the Arcade building and, after discussion, it was decided to call a special meeting of the Trustees at three P. M. Tuesday, April 15th, at the Security Trust Company, to consider this matter. Meanwhile, Mr. Wile reported that since the original summons applied technically to No. 20 Main Street East only, the requirements had been complied with so far as that limited part of the work was concerned. He stated, however, that the Library had been advised later that the entire building was intended to be included in the notice, thus making it necessary to take some immediate, adequate action.

On behalf of the Library Committee, Doctor Dewey reported a total expenditure for the Library of \$9,441.19, and for the Reading Room of \$1,291.61, leaving a total unexpended of the appropriation \$3,267.20. He showed a total net increase in books added to the Library of 412, making a total catalogued and shelved of 84,189.

Doctor Dewey reported on behalf of the Library Committee that, in his judgment, all of the requirements of the Board with respect to the in-

ventorying and safe-keeping of the records of the Library had been complied with, and his report showed that all accessions to the Library to January 1, 1919, had been reproduced by photostatic process and were now in safe-keeping at the Fidelity Trust Company, together with the inventory of June, 1911, a collection of annual reports, an old note-book and several small items.

Dr. Dewey further reported that the Library had been assessed \$1,193.38 for the Front Street Tunnel Sewer. A refund of \$354.33, he said, might be expected as the result of evidence that part of the Library property necessarily drained into another area.

Mr. Wile then presented the Treasurer's Report showing a total income for the quarter of \$12,161.01 and total expenditures for the same period of \$14,092.65, leaving a balance of cash on hand of \$15,394.12.

On motion of Mr. Wile, seconded and carried, it was voted to purchase \$5,000 of the coming issue of Victory Bonds.

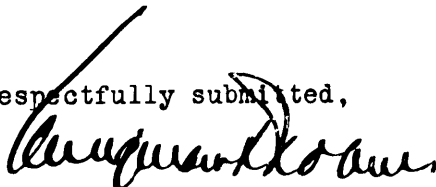
The names of Messrs. Edward Harris, C. Schuyler Davis and Mortimer R. Anstice were presented in response to suggestions that nominations for new members of the Board would be desirable.

On motion of Mr. Wile, seconded and carried, the appropriation of the Property Committee was increased \$2,634.98 to cover the cost of the tunnel sewer affecting the Front and Main Street section.

The Secretary reported an inquiry for the Arcade property and was instructed to refer those making the inquiry to Mr. Wile for information.

The meeting adjourned.

Respectfully submitted,



Secretary-

MINUTES OF A SPECIAL MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LIBRARY,
HELD APRIL 15, 1919, THREE O'CLOCK,
AT SECURITY TRUST COMPANY.

Present:- Messrs. Dewey, Landsberg, Paine, Rhees, Robins,
Slater and Wile.

Reading of minutes of previous meeting omitted, on motion;
seconded and carried.

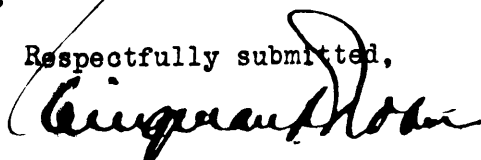
Mr. Wile, representing the Property Committee, presented the order from the plumbing inspector requiring that certain repairs and replacements be made in the plumbing of the Arcade Building and, after discussion, it was moved by Doctor Slater, seconded and carried, that it is the sense of the Board of Trustees that the Arcade property should be sold, if saleable at a fair price, and that the Property Committee be authorized to determine what the fair price would be and to see if the property can be sold at such price.

It was then moved by Doctor Rhees, seconded and carried, that the Property Committee be granted power to determine what repairs and replacements, if any, are immediately necessary in the plumbing in the Arcade property, in view of the plans of the Board to dispose of that property, and that only the minimum of work necessary be done at this time.

The action taken at the last regular meeting of the Board, at which a quorum was not present, authorizing the Treasurer to purchase \$5,000 of the new Victory Loan, was ratified, as was also the appropriation of the Property Committee of \$2,634.98 to cover the cost of the Front and Main Street tunnel.

The meeting adjourned.

Respectfully submitted,



Secretary.

REGULAR QUARTERLY MEETING OF THE BOARD
OF TRUSTEES OF REYNOLDS LIBRARY HELD ON
FRIDAY, JUNE 13, 1919, 4 P. M. AT THE
LIBRARY.

Present:- Messrs. Anstice, Carnahan, Dewey, Hollister,
Landsberg, Robins, Sibley, Slater, Taylor
and Wile.

Minutes of the regular meetings of January 10th and April 11th
and the special meeting of April 15th were read and approved.

Mr. Anstice presented the report of the Property Committee showing expenditures on the property of \$10,055.99, on the Library of \$1,655.37, reading-room and salaries \$187.46, Gordon Fund, \$6.75; a total of \$11,905.57, against revenues from Arcade rents of \$6,838.34 and from investments of \$2,839.50; a total of \$9,777.84.

Dr. Dewey reported for the Library Committee expenditures of \$1,655.37 for the library and \$187.46 for the reading room; a total of \$1,842.83. His report showed a net increase in books catalogued and shelved of 336, making the total 84,525.

Mr. Anstice then reported for the Treasurer, as stated above, in connection with the Property Committee's report, total expenditures of \$11,905.57 and total revenue of \$9,777.84, leaving balance on hand of \$12,903.15.

Mr. Wile and Mr. Hollister then reported having made an examination of the Arcade Building, and stated that they had found it in very good condition considering its age. It was their opinion and apparently the sense of the meeting that it would be best to leave the question of new sewage connections on the table for the present. Their report was received and the matter left in their hands.

The names of Messrs. Edward Harris, C. Schuyler Davis and Mort-

imer Reynolds Anstice were brought up for nomination as trustees, their names having been presented at the previous meeting, and were voted upon by ballot, with the result that the tellers, Doctor Taylor and Doctor Slater, reported ten affirmative votes for each of these three candidates.

Dr. Taylor brought up the question of the lighting in the reading room of the Library and moved that it be referred to the Library Committee with power, which motion was duly seconded and carried.

After discussion of the expediency of selling the Arcade property if possible, as well as discussion as to the value of the property, the meeting ADJOURNED AND RECONVENED in the

THIRTY-FOURTH ANNUAL MEETING.

Mr. Anstice presented the report of the Property Committee showing a total revenue from Arcade rents of \$39,184.74 and total expenditures of \$26,281.59, making the net income from the Arcade property \$12,903.15.

Dr. Dewey presented the Annual Report of the Library Committee showing a net increase of books for the year of 2,218, bringing the total number of books catalogued and shelved to 84,525. The expenditures for the Library were \$11,096.56 and for the reading room \$1,479.07; a total of \$12,575.63.

Mr. Anstice presented the Treasurer's report showing income from the Arcade \$39,184.74, from library fines and incidentals \$350.00, and from interest on investments \$11,111.23, leaving the balance of cash on hand, after deducting total expenditures of \$49,418.32, of \$12,766.39.

The Secretary was then instructed, on motion duly seconded and carried, to cast one ballot for the present officers to succeed themselves, as follows:-

President, Max Landsberg,
First V. P., Rufus A. Sibley,
Second V. P., Rush Rhees,
Treasurer, Josiah Anstice,
Secretary, Kingman N. Robins.

June 1, 1920

The following appropriations were then voted:- Property Committee \$28,000, Library Committee \$13,000.

On motion, seconded and carried, Mr. S. C. McKown was reappointed Superintendent of the Arcade at his present salary.

The Chair then announced the following Committees to act for the ensuing year:

Executive Committee

Rush Rhees, Chairman

Edward Harris

William R. Taylor

Property Committee

MR -
~~Josiah Anstice, Chairman~~

Julius M. Wile

*June 1920
Chairman*

Granger Hollister

Library Committee

Charles A. Dewey, Chairman

John R. Slater

George A. Carnahan

Finance Committee

Julius M. Wile, Chairman

Granger A. Hollister

Edward G. Miner

Building Committee

Rufus A. Sibley, Chairman

Kingman N. Robins

William R. Taylor

The meeting then adjourned.

Respectfully submitted,

Kingman N. Robins

Secretary.

REGULAR QUARTERLY MEETING OF THE BOARD
OF TRUSTEES OF REYNOLDS LIBRARY HELD ON
FRIDAY, OCTOBER 10, 1919, 4 P. M. AT
THE LIBRARY.

Present: - Messrs. Josiah Anstice, Mortimer R.
Anstice, Davis, Dewey, Hollister,
Landsberg, Rhees, Robins, Sibley and
Slater.

Minutes of the regular quarterly meeting of June 30th, and of
the 34th annual meeting were read and approved.

Dr. Rhees expressed the sentiment of the Board in voicing his
satisfaction at the acceptance of their election of the three new Trus-
tees, Messrs. Mortimer R. Anstice, C. Schuyler Davis and Edward Harris.

Mr. Josiah Anstice then reported in behalf of the Property
Committee, that the revenue from Arcade rents had been, during the quar-
ter, \$13,080.71 and the expenses \$5675.68, leaving a net revenue of
\$7,405.03. He referred to the fact that the offices were quite fully
rented.

Dr. Dewey reported in behalf of the Library Committee. The
total expenditures were \$4,164.34, made up of \$3,808.52 for the Library
and \$355.82 for the Reading Room. The total books catalogued and shelved
increased 511, making a total of 85,036. It was remarked that the Read-
ing Room had been thoroughly renovated during July and the Library thor-
oughly cleaned in August.

Report of the Treasurer, Mr. Josiah Anstice, showed rental dur-
ing the quarter of \$13,080.71 from Arcade, \$2004.33 interest on invest-
ments, \$303.35 bank interest - a total of \$15,388.39. The statement
further showed total expenditures of \$10,176.52 and further payment on

Liberty Bond subscriptions, of \$4557.91, leaving a balance of cash on hand of \$13,420.35.

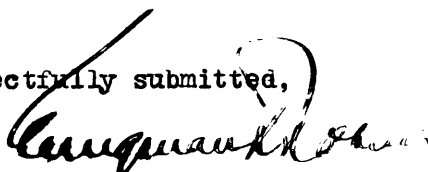
Following an explanation of the condition of the outside walls of the Arcade Building, it was moved by Dr. Rhees, seconded and carried, that the Trustees permit no outside signs on the Arcade Building.

Motion to increase the salary of the Superintendent, Mr. S. C. ~~McC~~-Kown, to \$175.00 a month, to date from October first, was amended, on motion by Mr. Hollister, to provide for an increase to the rate of \$200.00 a month and the motion as amended was seconded and carried.

Dr. Dewey reported progress in behalf of the Library Committee on the question of lighting the Library and Mr. Hollister promised to have the engineers of the Railway & Light Company cooperate.

Meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script, likely belonging to the Secretary, is written over the typed name.

Secretary.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, held on Friday, January 9,
1920, at 4 P. M., at the Library.

Present: Messrs. Davis, Dewey, Landsberg,
Robins, Slater and Wile.

Although no quorum was present, the meeting convened
informally.

Minutes of the meeting of October tenth were read and
approved.

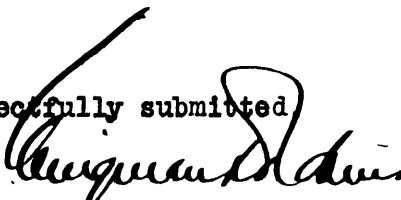
Mr. Wile presented the report of the Property Committee,
showing that the Arcade rents had yielded, for the three months ending January
1st, 1920, \$10,034.51; expenses had been \$4,250.23, making a net revenue of
\$5,784.28. The report showed further that every room in the building was rented.

Dr. Dewey then presented the report of the Library Committee
for the months of October, November and December, showing a total expenditure of
\$3,105.69, made up of \$2,473.95 for the Library, and \$631.74 for the Reading Room.
Total books catalogued and shelved increased 327, bringing the total to 85,363.

In the absence of Mr. Anstice, the President rendered the
Treasurer's Report, showing a total revenue of \$14,608.86 for the three months
ending December 31st, with expenditures as follows: Property, \$4250.23;
Library, \$2,473.95; Reading Room, \$631.74; Gordon Fund, \$53.55; leaving a
balance of cash on hand, of \$20,619.74.

Meeting adjourned.

Respectfully submitted



Secretary

SPECIAL MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY, held
on Tuesday, February 24, 1920, at
4:00 P. M., at the Security Trust
Company.

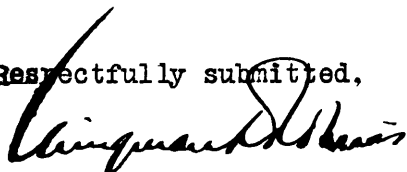
Present: - Messrs. M. ~~R~~ Anstice, Carnahan,
Davis, Dewey, Harris, Landsberg,
Miner, Rhees, Robins, Slater and
Wile.

Mr. M. A. Anstice, in behalf of Mr. Josiah Anstice,
Chairman of the Property Committee, presented two offers for the Arcade pro-
perty - one a verbal offer of \$500,000, providing for a cash payment of
\$100,000 and a mortgage of \$400,000 at 5% interest; the other a written
offer of \$525,000, the terms of which provided that the equity in the property
on State Street, valued at \$85,000, should be accepted as part of the purchase
price, the balance being \$40,000 cash and \$440,000 in mortgage at 4³/₄%.

After full discussion, it was moved, seconded and
carried that the sale price of the Arcade property be fixed at \$600,000 and
the Property Committee was instructed to make an effort to sell the property
at that price.

Meeting adjourned.

Respectfully submitted,



Secretary

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, held on Friday, April 9,
1920, at 4 P. M., at the Library.

Present - Messrs. M. R. Anstice, Carnahan, Dewey,
Landsberg, Miner, Rhees, Robins, Slater,
Taylor and Wile.

Minutes of the regular meeting of January ninth
and the special meeting of February twenty-fourth were read and approved.

Mr. Wile presented the report of the Property Com-
mittee, showing total receipts from Arcade rents, \$10,017.51, with expendi-
tures of \$6,100.65, with a resulting net revenue of \$3,916.86.

Dr. Dewey reported for the Library Committee show-
ing total expenditures for the quarter for the Library, of \$2,636.37; for
the Reading Room, \$403.59 - a total of \$3,039.96, in addition to an expendi-
ture of \$12.00 for the Gordon Fund.

The book report showed a net increase of 357; total
number cataloged and shelved standing at 85,720.

The Treasurer's report, presented by Mr. Wile,
showed total expenditures of \$9,152.61 and an investment of \$1500.00 in the
A. B. Harmon mortgage, against a total revenue of \$12,340.01, leaving a balance
in the bank, of \$22,307.14.

Dr. Dewey then presented some interesting figures
regarding the relative income of the library for the years 1905 and 1919.
From these figures it appeared that the library expenses have increased 14 $\frac{1}{2}$ %
in that period, whereas the Arcade expenses in the same period have increased
69%, these expenses including maintenance. It appeared further that whereas
in 1905 the Arcade rents alone yielded a revenue in excess of the total library

expenses, of over \$5000.00, in 1919 the Arcade rents were nearly \$1000 less than the total library expenses, the maintenance of the library, therefore, depending on interest from invested funds. It was pointed out that the cost of keeping up both the Arcade and the Library could hardly be expected to diminish and that there must, therefore, be a consequently increasing burden on investment income.

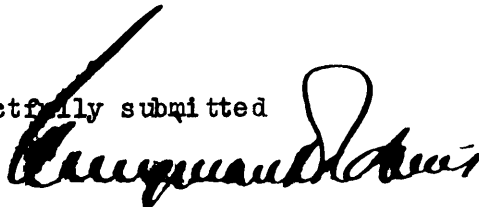
In analyzing the expenses, Dr. Dewey's report showed that city and county taxes in 1905 were \$5,899.00, against a total of \$9,230.00 in 1919, and furthermore, that the total taxes paid since 1897 had amounted to \$142,606.00.

Dr. Dewey, in this connection, also reported that the Library Committee had been unable to discover any expedient method of reducing expenses. The only possibility was in putting shorter hours into effect and the result in saving seemed insignificant compared with the inconvenience that would result to the Library's patrons.

Mr. Wile then announced a verbal offer of \$600,000 for the Arcade property, subject to agreement between the parties on the terms. Following the discussion, Dr. Rhees moved that Mr. Wile act as the representative of the Board in effecting a sale of the property at a price not less than \$600,000, and giving Mr. Wile authority to arrange the terms and to pay a commission out of the price indicated, of not to exceed 3% of the total purchase price. Motion seconded and carried.

Meeting adjourned.

Respectfully submitted



Secretary

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, held on Friday, June 11, 1920,
at 4:00 P. M., at the library

Present Messrs. Mortimer Anstice, Carnahan, Dewey,
Hollister, Landsberg, Sibley, Slater, Taylor
and Wile. In the absence of the Secretary,
John R. Slater was appointed Secretary Pro Tem.

Minutes of the last meeting were read and approved.

The report of the Property Committee was presented
by Mr. Wile, showing for the two months ending May 29, 1920, receipts from
Arcade rents, of \$6,965.34, and expenditures of \$11,269.69, of which
\$7,341.67 was for taxes. The report was ordered received and filed.

The report of the Library Committee was presented
by Dr. Dewey, showing for the months of April and May books added 343 books,
condemned 54, net increase 289. Expenditures for the library \$2,215.52,
for the reading room \$251.94 - total \$2,467.46; expended from the Gordon
Fund, \$6.00.

The report of the Treasurer for April and May was
presented by Mr. Mortimer R. Anstice, showing receipts from Arcade rents of
\$6,965.34, and from interest of \$3,000 - total receipts \$9,965.34. Ex-
penditures by the Property Committee \$11,269.69; by the Library Committee
\$2,467.46; Gordon Fund, \$6.00. Balance in banks \$18,529.33.

A special committee appointed by the President, con-
sisting of Messrs. Carnahan, Dewey and Slater, reported through Mr. Carnahan
the following minute upon the death of the late Josiah Anstice, Treasurer of
the Reynolds Library, which was unanimously adopted;

Josiah Anstice, who died May 27, 1920, was one of those who, in the year 1884, assisted in organizing the Reynolds Library upon the splendid benefaction of Mortimer F. Reynolds. At that time he was chosen a Trustee and ever afterwards continued to serve as such. In 1892 he succeeded Mr. Reynolds as Treasurer and discharged the duties of that office until death. He was a member of the Property Committee from the year 1893. Investments of the Endowment and other funds of the institution were made on consultation with him.

Discriminating intelligence, untiring industry and unflinching zeal characterized every undertaking of his life. Nowhere were these traits more conspicuous than in the work he performed for the Library, particularly in the care of the Reynolds Arcade property. The Library and his colleagues of the Board of Trustees thus owe him much.

His loss will be sorely felt by every officer and Trustee, and by employees, for his charming personality won the affection of all.

John R. Slater,

Secretary Pro Tem

ANNUAL MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY, held

on Friday, June 11, 1920, immediately
following the Regular Quarterly Meet-
ing held at 4:00 P. M., the same date,
at the library.

Present - Messrs. Mortimer Anstice, Carnahan, Dewey,
Hollister, Landsberg, Sibley, Slater, Taylor
and Wile. John R. Slater appointed Secretary
Pro Tem.

The annual report of the Property Committee was pre-
sented by Mr. Wile, showing receipts for the year ending May 31st from Arcade
rents \$40,098.07; expenditures \$27,296.25 - net income from the Arcade
\$12,801.82. Appropriation for the year \$28,000; unexpended balance \$703.75.
The report was accompanied by a statement of the increasing rents and de-
creasing net income from the Arcade year by year since 1893; also by a statement
of the insurance now carried on the building, with itemized details of repairs
for the year. The report was ordered received and filed.

The annual report of the Library Committee was presented
by Dr. Dewey, showing for the year ending May 31, 1920, books added by purchase,
904; by binding periodicals, 614; by gift, 202; books condemned, 236; net
increase 1,484. total number of volumes catalogued and shelved, 86,009;
attendance in the Library, 37,294; in the reading room, 37,269. Whole number
of books drawn, 55,644; percentage of fiction circulated, 62. The report
named numerous valuable books and sets acquired by the Library during the year.
The total expenditures for the Library were \$11,134.36; for the reading room,
\$1,643.09 - total \$12,777.45; and from the Gordon Fund, \$408.05. Of the
total expenditures the sum of \$3,809.53 was spent for books, periodicals and

binding. The report was ordered received and filed.

The annual report of the Treasurer was presented by Mr. Mortimer R. Anstice, showing balance on hand at the beginning of the year \$12,766.39; receipts from Arcade rents, \$40,098.07; from interest and other sources, \$12,204.53 - total receipts, \$52,302.60. Expenditures, \$40,481.75; increased investments, \$6,057.91; balance in bank at close of the year \$18,529.33. The total amount now invested in bonds is \$248,057. The report was ordered received and filed.

At the request of Mr. Samuel C. McKown, Superintendent of the Arcade, a resolution was adopted endorsing the action of Mr. McKown in cashing after the death of the late Treasurer, Mr. Josiah Anstice, four checks on the Union Trust Company signed in blank by Mr. Anstice, to cover necessary expenses of the corporation, and authorizing the new Treasurer to sign a new check covering the sum involved, in order to protect the bank.

The sum of \$31,000 was appropriated for the Property Committee and \$16,000 for the Library Committee for the ensuing year.

Mr. Samuel C. McKown was reappointed Superintendent of the Arcade for the ensuing year.

In order to fill the vacancy caused by the death of Mr. Josiah Anstice, Mr. Wile nominated Mr. Mortimer R. Anstice. He was thereupon elected Treasurer of the Reynolds Library. The other officers were re-elected. To fill the vacancy in the Property Committee, the President appointed Mr. Mortimer Anstice, with Mr. Wile as Chairman.

Mr. Wile suggested that the interest on the Harmon mortgage, 5%, is somewhat below the market rate. The matter was referred to the Finance Committee with power.

Meeting adjourned.

John R. Slater,

Secretary Pro Tem.

SPECIAL MEETING, Held June 24, 1920,
at the Security Trust Company, called
by Mr. Julius M. Wile, Chairman of the
Property Committee, to confirm sale of
the Reynolds Arcade.

Quorum present, consisting of:
Messrs. Anstice, Davis, Deway, Harris,
Hollister, Sibley, Slater and Wile.

A special meeting of the Trustees was called on
June 24, 1920, at the Security Trust Company's office, at 3:00 P. M. In the
absence of the President, Mr. Hollister was elected Chairman; and in the ab-
sence of the Secretary, John R. Slater was elected Secretary Pro Tem.

Mr. Wile presented the offer of T. J. Swanton and
Henry M. Naylor for the Reynolds Arcade property, as follows:

"We herewith offer to purchase the property known as the Reynolds Arcade
for \$600,000, on the following terms:

"Check enclosed to your order, \$10,000,

\$90,000 additional to be paid on delivery of deed not later than July 20,
1920.

\$500,000 to be secured by bond and mortgage, interest at 5-1/2%, \$100,000
of which shall be payable one year after delivery of deed.

"The balance, \$400,000, to be due and payable five years after delivery
of the deed, we to have option of anticipating payments on account of
mortgage on any interest date, we to pay mortgage recording tax. Interest
payable semi-annually."

It was moved by Mr. Davis and carried, that the
offer be accepted; that the President, Vice-President or Treasurer be empowered
to execute the proper deed for and on behalf of the corporation, unless the By-laws

otherwise provide, and that Mr. Edward Harris be requested to prepare and deliver the necessary papers.

It was moved by Mr. Wile and carried, that from the cash proceeds of the sale the Finance Committee be authorized to invest \$20,000 in 7% farm mortgages guaranteed by the Associated Mortgage Investors.

Meeting adjourned.

John R. Slater,

Secretary Pro Tem.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, held on Friday, October 8th,
1920, at 4:00 P. M.

Present - Messrs. Anstice, Davis, Dewey, Hollister,
Landsberg, Miner, Sibley, Slater and Wile.
In the absence of the Secretary, J. R. Slater
was appointed Secretary Pro Tem.

Reading of the minutes was dispensed with.

The Property Committee presented, through Mr. Wile,
two separate reports, one covering the two months ending July 31, and the other
the two months ending September 30, for the reason that beginning on August 1,
pending final passing of title to the Arcade, receipts from that source have
been deposited in a special account. For the months of June and July the
receipts from Arcade rents were \$7,185.34 and the expenditures \$1,798.12,
leaving a balance accruing to the library of \$5,387.22. For the months of
August and September the income from rents, collected for the account of the
purchasers, was \$6,637.84 and the expenditures \$3,020.82, balance in the
special fund held for the credit of the purchasers \$3,617.02. The reports
of the Property Committee were accepted.

The report of the Library Committee was presented by
Dr. Dewey, showing 441 volumes added to the Library during the four months
ending September 30, total number catalogued and shelved 86,425. Expenditures
for the Library during the four months were \$4,419.16, for the Reading Room
\$472.96, total \$4,892.12. The report referred to the question as to the
future of the Reading Room after the Arcade is vacated; some doubt arising
whether the language of Section 7 of the act of incorporation authorizing the
Trustees to maintain a public library and a reading room requires the permanent

maintenance of two separate establishments.

The Treasurer, Mr. Anstice, presented a report covering receipts from all sources and expenditures for all purposes during June and July, with income from invested funds during August and September and expenditures by the Library Committee, but not by the Property Committee during these latter months. On this basis the total receipts for the four months were \$20,418.87 and the expenditures \$6,734.74. Balance on hand September 30, \$32,213.46. A supplementary report was presented covering Arcade receipts and expenditures for August and September, figures as stated above under the report of the Property Committee. In adopting the Treasurer's report it was the understanding of the Trustees that any balance remaining in the special fund covering Arcade income since August 1 at the time of passing the deed is to go to the purchaser, who pays interest from August 1 on the purchase price.

Mr. Wile presented a special report for the Property Committee explaining the delay in closing the sale of the Arcade, as follows:

"The title is extraordinarily involved, and the purchasers' attorneys have offered many objections, which, almost without exception, go back three quarters of a century and appear to have so much foundation that legal action may be necessary to remove them.

"The objections are made in the form of suggestions merely without rejecting the title on account of them, and the matter is held open at present in the last communication from the attorneys of the purchasers. At the best it seems that some considerable time must elapse before the title can be so cleared as to satisfy the purchasers' attorneys, but it is believed that, except as to possibly one point, there is no insuperable difficulty involved, as possession within the present building line has been adverse for a very long period, the single exception being in regard to an easement for light and air at the southeast corner of the newer, or eastern, part of the buildings,

which is regarded as an incumbrance."

The Finance Committee reported through Mr. Wile a recommendation that the Treasurer invest at this time \$20,000 of the Library funds in mortgages guaranteed by the Associated Mortgage Investors.

Meeting adjourned.

John R. Slater

Secretary Pro Tem

Copy of letter received from Mr. Anstice
with regard to Securities of the Library

"November 11, 1920.

"Mr. Kingman N. Robins,
912 Granite Building,
Rochester.

"Dear Kingman:

Enclosed please find a list of securities owned by the
Reynolds Library.

Mr. Wile has checked these securities and amounts as being in
the Library box at the Security Trust Company, and Mr. Samuel McKown has
attested that the securities and amounts are verified by the entries in
his books.

Yours very sincerely,

(Signed) Mortimer R. Anstice.

List appended.

November 9, 1920.

This will certify that I have to-day inspected in behalf of
the Reynolds Library in the presence of Mr. Mortimer R. Anstice,
Treasurer, securities as follows:

N A M E	When due	Coupon	Par Value
Buffalo, Rochester & P. Ry. Co 4½s	1957	May 1, 1921	10,000.
C. B. & Q. Ry. Co. "Joint" 4s	July 1, 1921	Jan 1, 1921	10,000.
New York City -Registered 3½s	1941		15,000.
Ditto " 3½s	1953		10,000.
Do " 4½s	1930-60		20,000.
Southern Pacific R.R. Co. Regd. 4s	1955		20,000.
Jersey City- Registered 4½s	1961		40,000.
Great Northern Ry. Co. 4½s	1961	Jan. 1, 1921	10,000.
C.M. & St. P. Ry. Co. 4½s	1989	Jan. 1, 1921	10,000.
Cleveland Short Line Ry Co. Regd. 4½s	1961		10,000.
City of San Antonio 5s	1935	Mch. 1, 1921	10,000.
City of Cleveland Registered 4½s	1945		10,000.
Monroe County, N. Y. " 4½s	1921)		
	1922)		
	1929)		
	1930)		10,000.
Washington & Columbia River Ry Co., 4s	1935	Jan. 1, 1921	8,000.
City of Los Angeles-Registered 4½s	1944		10,000.
U.S. Government -Liberty 2nd Loan Regd. 4½s	1942		20,000.
Do " " 3rd Loan Regd. 4½s	1928		10,000.
Do " " 4th Loan Regd. 4½s	1938		10,000.
Do Victory 5th Loan Regd. 4½s	1923		5,000.
TOTAL,			248, 000.

Other Securities.

U.S. Standard Voting Machine Co. 8 shares, par \$800.

John M. Miller-Mortgage -Rochester 5% 6,000.

Bertha Q. Anderson -Mortgage- due 1925 7% 4,000.

Edward James Wood - Mortgage- 1924 7% 7,500.

W. O. Hutchinson - Mortgage- 1924 7% 9,000.

TOTAL INVESTMENTS

274,500.

W. B. Cole

The above is a correct list of the securities owned by Reynolds
Library as of November 9, 1920.

Samuel C. McKown. Suplt

SECURITY TRUST COMPANY
OF ROCHESTER

ROCHESTER N.Y. Nov. 10, 1920.

Kingman N. Robins, Esq., Secretary

Reynolds Library

City

Dear Mr. Robins:

Mr. McKown, Superintendent of the Arcade building, has just been in to see me. He states that he has seen you at Mr. Anstice's suggestion, concerning his salary from and after October 1, 1920.

I have a very distinct recollection that at one of the Summer meetings of the Library, I suggested that Mr. McKown's salary from and after October 1st, 1920, should be at the rate of \$2700. per year (an advance of \$300.), to which there was no objection.

When discussing details with Mr. Swanton, and in reply to his inquiry as to Mr. McKown's salary, I distinctly remember telling him from and after October 1, 1920, as per arrangement, salary was to be at the annual rate of \$2700. Will you therefore be good enough to make the proper entry on your records.

Yours very truly,

Julius M. Wile
Chief Property Officer

Special Meeting of the Board
of Trustees of the Reynolds Li-
brary, held at the Security Trust
Company, December 21, 1920, at
4:00, P. M.

Present: Messrs. Anstice, Carnahan, Davis, Dewey, Harris, Miner, Rhees,
Robins, Slater, Taylor and Wile.

Dr. Rhees Presiding

A letter from Judge Carnahan was presented, announcing the discovery of the existence of an easement 14x16 feet, encumbering the title of the Arcade Building to such an extent as to make it impossible to deliver clear title to the intending purchasers and in that way to close the pending sale of the property.

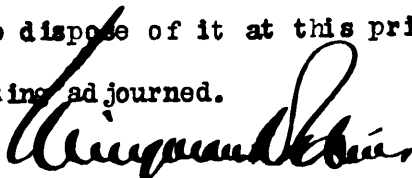
On motion, duly seconded and carried, there was adopted the recommendation of the Property Committee, that for the reasons above stated the deposit of \$10,000 be returned to the purchasers on their demand, in consideration of the cancelation of the Agreement of Sale, with a release of all claims on the Library.

Moved, seconded and carried, that the settlement of the matter of commissions payable to the broker and of the bill of William R. Storey, surveyor, be left to the Property Committee, with power.

Moved, seconded and carried, that the question of clearing title to the Reynolds Arcade property, in so far as possible, in order to put the Library in position to deal with it, be left to the Property Committee, with power.

Moved, seconded and carried, that the Property Committee be instructed to quote the minimum price of \$650,000 for the property and asked to use their best judgment to dispose of it at this price.

Meeting adjourned.



Secretary

GEORGE A. CARNAHAN
THEODORE H. JAMESON
CHARLES L. PIERCE

LAW OFFICES OF
CARNAHAN, JAMESON & PIERCE
1005 WILDER BUILDING
ROCHESTER, N. Y.

December 15, 1920.

Mr. Julius M. Wile,
Chairman Property Committee,
Reynolds Library,
Rochester, New York.

My dear Mr. Wile:

Mr. Harris has submitted to me the question whether there is a defect in the title of the Reynolds Arcade property such as would relieve the purchasers, Messrs. Swanton and others, from their contract.

Without referring to other alleged defects, I understand that William Reynolds formerly owned both the present Arcade property and the building and site now occupied by Manhattan Restaurant; that Reynolds conveyed the last mentioned property to one Bruff, and that the deed of conveyance contained a provision that an area of fourteen feet by sixteen feet of Reynolds' property immediately in the rear of the property conveyed should never be built upon, but should always be kept open to furnish light and air to the building upon the premises conveyed to Bruff. Bruff and his successors in title thereby acquired an easement of light and air in the Arcade property to the extent of an area fourteen feet by sixteen feet. This easement constitutes an encumbrance upon the title to the Arcade property, and is not so trifling in extent that it can be disregarded.

While the contract of sale from Reynolds Library to Swanton and others does not provide for conveyance of good title, yet as the purchase price, \$600,000, is presumably full value, there is an implied agreement on the part of Reynolds Library to furnish a marketable title.

In my opinion, the title is not marketable by reason of this encumbrance, and the purchasers cannot be compelled to take a conveyance.

The easement might, of course, be extinguished by purchase from the present owners of the property occupied by Manhattan Restaurant.

Very truly yours,



GAC/JC

Officers and Standing Committees

1921

President	Max Landsberg
1st Vice President	Rufus A. Sibley
2nd Vice President	Rush Rhees
Treasurer	Mortimer R. Anstice
Secretary	Kingman N. Robins

Executive Committee

Rush Rhees, Chairman	Edward Harris
William R. Taylor	

Property Committee

Julius M. Wile, Chairman	Mortimer R. Anstice
Granger Hollister	

Library Committee

Charles A. Dewey, Chairman	John R. Slater
George A. Carnahan	

Finance Committee

Granger A. Hollister, Chairman	Julius M. Wile
Edward G. Miner	

Building Committee

Rufus A. Sibley, Chairman

Kingman N. Robins

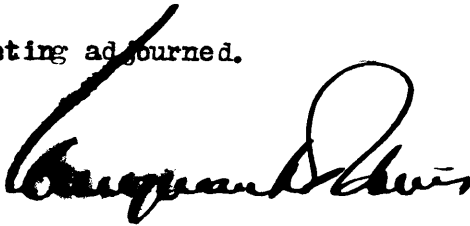
William R. Taylor

SPECIAL MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY,
held at the Security Trust Company,
January 10, 1921, at 4:00 P. M.

Present: Messrs. Dewey, Slater, Miner, Carnahan, Anstice,
Davis, Taylor, Wile, Robins and Hollister
Mr. Miner was elected Chairman of the meeting

Mr. Wile reported the negotiation of the Pro-
perty Committee with the Western Union Telegraph Company and
other tenants, and on motion the entire question of fixing the
terms of leases for Arcade tenants was referred to the Property
Committee, with power.

Meeting adjourned.

A handwritten signature in dark ink, appearing to read "Augustus Davis". The signature is fluid and cursive, with a large loop at the end.

Secretary

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS
LIBRARY, held on Friday, January
14th, 1921, at 4:00 P. M.

Present - Messrs. Anstice, Dewey, Hollister, Landsberg,
Taylor, Wile, Slater and Robins.

The minutes of the regular meetings of the Board, held June eleventh and October eighth were read and approved; also the minutes of the annual meeting, held June eleventh, and of the special meetings of June twenty-fourth, December twenty-first and January tenth, last.

Mr. Wile reported for the Property Committee total receipts from Arcade rents for three months ending December, 1920, of \$10,213.01; total expenditures, \$3,645.39 - leaving a balance of \$6,567.62. He reported that during the period all rooms were rented. He also regretted to report that it had become necessary to pay the agent who negotiated the sale of the Reynolds Arcade property his full commissions of \$18,000, even though the sale was not consummated.

Dr. Dewey reported for the Library Committee that during the three months ending December, 1920, there had been a net increase in the books in the Library, of 286, making the total number cataloged and shelved, 86,711. The Financial report showed total expenditures of \$2655.50 for the Library and \$785.27 for the Reading Room - total for the Library proper of \$3440.77. In addition, the statement showed further that the balance in the Gordon Fund was \$3302.22 and in the Musical Fund, \$332.36.

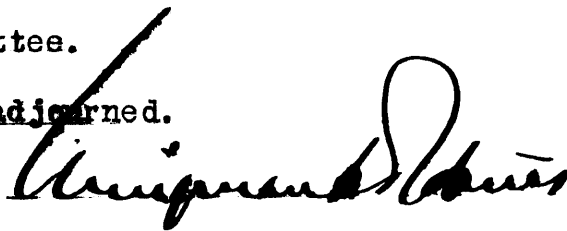
Mr. Anstice reported, as Treasurer, that the total receipts for the three months ending December 31st, 1920, aggregated \$14,616.95. This, together with the balance at the beginning of the period, made the total credits \$50,447.43. Against this amount, he reported total expenditures of \$38,817.14,

leaving a balance of \$11,630.29.

Mr. Wile, for the Property Committee, presented a recommendation that the space now occupied by the Western Union Telegraph Company should be leased to them for the period extending from May 1st, 1921, to May 1st, 1927, at an annual rental of \$9,600.00 - being \$6,000 for the Main Street office and \$3,600 for the balance of the property now occupied by them - with a clause attached to the lease, providing that the lease might be canceled at the option of the Trustees, on eighteen months' notice.

Owing to the appointment of Mr. Wile as Chairman of the Property Committee, Mr. Granger A. Hollister was designated by the President to be Chairman of the Finance Committee.

Meeting adjourned.



Secretary.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, held on Friday, April 8th,
1921, at 4:00 P. M.

Present: Messrs. Anstice, Carnahan, Dewey, Harris,
Landsberg, Slater, Taylor and Wile.

In the absence of the Secretary, John R. Slater was appointed Secretary Pro Tem. The reading of minutes was omitted.

The report of the Property Committee, presented by Mr. Wile, showed for the three months ending March 31st receipts from Arcade rents of \$10,044.51, expenditures of \$8,343.70, net income \$1,700.81. A general increase in rentals on new leases beginning May 1, 1921, was reported, the total annual increase being \$16,100. All leases are subject to cancelation on one year's notice in case of sale, with the exception of the Western Union lease, which requires eighteen months' notice to vacate.

The report of the Library Committee, presented by Dr. Dewey, showed a net increase in the number of books added during the three months of 502 volumes. Total number catalogued and shelved, 37,213. The attendance has increased 5,753 over the corresponding period of last year, and the number of books drawn has increased 2,776. The financial report showed total expenditures for the three months in the library of \$3,037.35, including several unusual expenditures such as \$471 for a new smoke-stack. Expenditures for the reading-room were \$422.22 and from the Gordon Fund \$117.25. The estimated expenditures for April and May being somewhat in excess of the unexpended balance of the year's appropriation, an additional appropriation of \$500 was recommended. In regard to the current discussion of the need of an Italian library in the city, it was reported that a beginning for such a library already exists in a small collection of 150 to 175 volumes of Italian literature purchased several years ago, and that the committee

intends to increase this collection.

It was voted that the additional appropriation of \$500 for the use of the Library Committee during the balance of the year be granted.

The Treasurer's report, presented by Mr. Anstice, showed income from arcade rents of \$10,044.51, from interest on bonds \$2460, from library fines, etc., \$150, total income \$12,654.51. In addition to the expenditures for the Property and Library Committees. of \$11,865.22, there was paid out to John Scheib \$18,000 commission on the projected sale of the arcade, which sum was borrowed on collateral from the Security Trust Company, interest charges on the loan to March 31st being \$258. The bank balances on March 31st totaled \$15,161.58. The Treasurer recommended that in view of the fact that some question might arise as to the legal validity of the action of the Board in borrowing this sum, he be authorized to pay off this bank loan as soon as possible in such installments as he may deem best. It was voted that the Treasurer be authorized to repay the loan as suggested.

Mr. Harris, counsel for the Board in the matter of clearing title to the arcade property, reported that inquiry into the history of the easements in question is being continued; that a survey of the property will soon be completed, and that it is hoped that the alleged defects in the title will soon be effectually removed.

Meeting adjourned.

John R. Slater,

Secretary Pro Tem

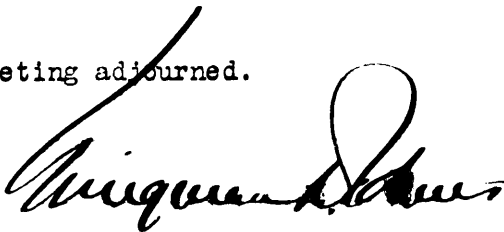
SPECIAL MEETING OF THE
BOARD OF TRUSTEES OF THE
REYNOLDS LIBRARY, Held at
the Security Trust Company,
4:00 P M., Friday, May 27, 1921.

Present: Messrs Anstice, Carnahan, Dewey, Landsberg,
Miner, Rhees, Robins, Slater, Taylor and Wile

Mr. Wile, for the Property Committee, asked the opinion of the members of the Board, as to the wisdom of either opposing or favoring the proposed widening of Corinthian Street After general discussion, the Board adjourned to Thursday, June second, at the same time and place, with the understanding that further information would be procured in the meantime by the Property Committee - to which Judge Carnahan was added by vote.

The Board informally expressed itself as opposed to the widening of the street, on the basis of their present information.

Meeting adjourned.

A handwritten signature in cursive script, likely belonging to the Secretary, is written over the text "Meeting adjourned." and above the word "Secretary".

Secretary

SPECIAL MEETING OF THE BOARD OF
TRUSTEES OF THE REYNOLDS LIBRARY,
Held at the Security Trust Company,
4:00 P. M., June 2nd, 1921

Present: Messrs. Anstice, Carnahan, Dewey, Landsberg,
Rhees, Slater, Taylor and Wile. President—
Landsberg appointed John R. Slater Secretary
Pro Tem.

A special adjourned meeting was held at the Security Trust Company's
office on June 2, to continue the discussion of the proposed widening of Corinthian
Street.

Mr. Carnahan reported for the Property Committee additional information obtained by him since the last meeting bearing on the proposed widening of Corinthian Street, as follows: The ordinance provides for a fifty foot street, but the persons back of the project now talk of a sixty foot street. The land for widening is all to be taken from the north side of the street. The estimated cost of \$150,000 is believed to be much too low. The assessment area covers, in addition to the abutting property on Corinthian Street, the following tracts: both sides of Front Street to Market, both sides of Market from Front to State, east side of State Street from Market to Main, west side of State Street from Church to Main, north side of Main Street from State to Front, Mill Street. It is usual in such improvements to assess 75% of the cost on the abutting property and 25% on neighboring streets. On this basis, if the real cost of the improvement turns out to be in the neighborhood of \$350,000 the Reynolds Arcade assessment would be not far from \$60,000. As regards the bearing of the proposed widening on the permissible height of a building to be erected on the site of the Arcade, it was stated that the law allows a building set at the building line to be not more than twice

the width of the street, which would limit the height of the rear of a building on the present site to sixty-six feet if Corinthian Street is not widened; but the front part of such a building, running back 120 feet from Main Street, would be governed by the width of Main Street. Further, a building set back from the building line may be four feet higher than the above limit for each foot it is set back. These facts, together with the judgment of the committee that a building higher than six stories would not be a profitable investment on this site, lead to the conclusion that the one possible advantage to the Arcade owners of a wider street in the rear does not amount to much in the end. With reference to the relation of this project to other plans in regard to a new street north of and parallel to Main, Mr. Carnahan reported that Mr. Fisher does not consider the Corinthian Street project as having any bearing on a possible parallel street, and regards it purely as a local improvement.

After further discussion, it was moved by Dr. Dewey and seconded by Dr. Taylor,

"That the Board record itself as opposed to the proposed widening of Corinthian Street, on the ground that the improvement would make so heavy a drain on the resources of the Library, without any compensating increase in the value of the Reynolds Arcade, that it would thereby lessen the ability of the Trustees to discharge the trust committed to them by Mr. Reynolds; and that we empower the Property Committee to devise such measures as in their wisdom may seem best to make our opposition effective."

The motion was carried, and the meeting adjourned.

John R. Slater, _____

Secretary Pro Tem.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, Held at the Library, Fri-
day, June 10, 1921, at 4:00 P. M.

Present: - Messrs. Carnahan, Dewey, Hollister, Landsberg,
Miner, Robins, Sibley, Slater, Taylor and Wile

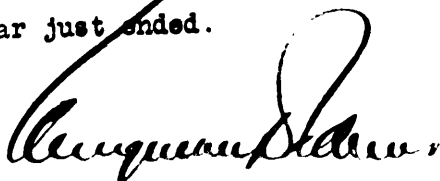
Minutes of the regular quarterly meetings of January
fourteenth and April eighth, and of the special meetings of May twenty-seventh
and June second, were read and approved.

In behalf of the Property Committee, Mr. Wile then sub-
mitted the report for the two months ending May 31st, 1921, showing total re-
ceipts of \$8044.67, with expenditures of \$12,119.83, an excess of \$4,075.16. It
appeared, however, that the Property Committee had an unexpended balance on its
annual appropriation of \$2,072.14. The report further stated that all rooms
were rented; that the annual rental had been increased from \$40,334.00 to
\$54,732.00 - an increase of \$14,398.00.

For the Library Committee, Dr. Dewey reported an increase
in books shelved, of 122, bringing the total to 87,335. His financial report
showed expenditures of \$3067.81 for the Library, and \$270.52 for the Reading Room,
a total of \$3,338.33, with \$101.85 expended from the Gordon Fund.

In behalf of the Treasurer, Mr. Anstice, Mr. Wile re-
ported for the two months ending May 31st, 1921, a total income of \$11,524.67;
total expenditures of \$15,458.16. This left a balance on hand of \$26,686.25.

The Quarterly Meeting thereupon adjourned and re-
convened in the Annual Meeting for the year just ended.



Secretary

ANNUAL MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY,
Held at the Library, Friday,
June 10, at 4:00 - immediately
following the Quarterly Meeting

Present: - Messrs Carnahan, Dewey, Hollister, Landsberg,
Miner, Robins, Sibley, Slater, Taylor and Wile.

In behalf of the Property Committee, Mr. Wile reported total receipts for the year ending May 31st, 1921, from Arcade rents \$42,125.37 and total expenditures of \$28,927.86 (exclusive of commissions of \$18,000) leaving a net revenue of \$13,197.51 Out of the appropriation for the year, of \$31,000.00 for ordinary purposes and \$18,000 for special commissions for the sale of the property, there was a balance unexpended of \$2072.14.

The report was accompanied by a statement of the annual rentals, cash income, disbursements and net cash income, as well as taxes on the Arcade property from July first, 1892. The report also included details as to insurance, unpaid accounts and extraordinary expenses. In that connection the Superintendent was pleased to report that there were no arrears of rent. The report was ordered received and filed.

Dr. Dewey then submitted the annual report of the Library Committee. Books added by purchase, 743; by binding periodicals, 173; by gift, 202. Against this total there was a deduction for books condemned or lost, of 132, leaving a net increase of 1,326, bringing the total number cataloged and shelved to 87,335 The report showed further that the percentage of fiction in the circulating department was 11% and the percentage of fiction circulated 62%; further, that the attendance in the Library increased during the year 7,861 and in the Reading Room 9,635 - a gain in both branches of 17496, or nearly 23%.

The report included reference to a number of valuable additions to the Library and made acknowledgment of several gifts. Report was ordered received and placed on file.

Dr. Dewey then presented the financial report for the year ending May 31st, showing total expenditures of \$13,179.82 for the Library and \$1,950.97 for the Reading Room - a total of \$15,130.79, against an appropriation of \$16,000, leaving an unexpended balance of \$869.21

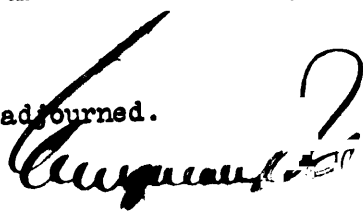
Appropriations of \$34,000 for the Property Committee and \$15,000 for the Library Committee were then approved and Mr. Samuel McKown was reappointed Superintendent of the Arcade, at his present salary.

In the absence of the Treasurer, Mr. Anstice, Mr. Wile presented the annual report of the Treasurer. The report showed a balance on hand at the beginning of the year, of \$18,529.33 Revenue from Arcade rents, \$42,125.37; revenue from interest and miscellaneous sources \$13,127.47; proceeds of bonds paid off \$3,000, and proceeds of bills payable \$18,000 - a total of \$94,782.17. Against this, there was expended for commissions for the sale of the Arcade, \$18,000; for interest \$450.20; for Arcade expenses \$28,927.86; for the Library \$13,179.82; for the Reading Room \$1,950.97; for the Gordon Fund \$218.10 and invested \$20,927.98 - a total of \$83,654.93, leaving a cash balance in hand of \$11,127.24.

On Mr. Wile's motion, the present officers were re-elected and the Chairman announced all committees re-appointed.

The question of reviewing the securities held by the Library, with a view to improving the income thereon, was referred to the Finance Committee, with power.

Meeting adjourned.



Secretary

REGULAR MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY,
Held at the Library, Friday ,
October 14th, 1921, at 4:00
P. M.

Present: - Messrs. Anstice, Dewey, Landsberg, Sibley,
Slater, Robins, Wile and Taylor

Minutes of quarterly meeting of June tenth and annual meeting of same date read and approved.

Mr. Wile presented the report of the Property Committee for the quarter, showing total receipts from Arcade rents, \$18,211; total expenditures \$5,512.98. The report showed all rooms rented and the present rent roll \$54,930.00 with only \$83.00 unpaid as of September thirtieth. The report was ordered received and filed.

For the Library Committee, Dr. Dewey reported an increase in books shelved, of 314, bringing the total to 87,649. The committee's financial report showed expenditures of \$6,257.13 for the Library; \$375.00 for the Reading Room, a total of \$4,632.13, with a balance unexpended in the Gordon Fund, of \$3000.72 (?) and in the Medical Fund, \$332.36. Report was ordered received and filed.

Mr. Anstice presented the Treasurer's report, showing total income for the quarter, of \$31,627.73, which included \$10,000.00 of principal of C. B. & Q Joint 4s, as against total expenditures on the Arcade property, Library and Reading Room, of \$10,266.57. There was further disbursed against bills payable at the Security Trust Company and for interest, \$14,398.33, and for the Gordon Fund \$9.00, leaving a balance on hand of \$18,081.07. The report was ordered received and filed.

A committee consisting of Dr. Rhees, as Chairman, and Messrs. Sibley, and Wile, then presented the following minute on the death of Mr. Cyrus F Paine,

which was unanimously adopted by a rising vote, the minute being ordered engrossed for the family and published in the daily press.

"The death of Cyrus F. Paine on June 10, 1921, removed from the Board of Trustees of the Reynolds Library one of its oldest, most faithful, and most useful members. He was elected a Trustee of the Library on April 11, 1893, to succeed Mr. Mortimer F. Reynolds, who had died on June 13, 1892. Six months after his election, on October 10, 1893, he was appointed chairman of our Property Committee, which position he held until he was relieved from its responsibilities at his own request in 1917. Of his service to the Library on that important committee it is impossible to speak too highly. Inasmuch as his committee was charged with the care of the sole source of the Library's income, his constant watchfulness and economical as efficient handling of the Arcade property were of the highest value to the institution which Mr. Reynolds' wise and generous thoughtfulness had established. During the long period of Mr. Paine's service the Arcade was increasingly handicapped by the competition of more modern office buildings which sprang up in its immediate neighborhood. In the face of such competition Mr. Paine's committee kept our roll of tenants surprisingly full and the receipts from rentals surprisingly high and constant. The accumulation of unexpended income which has given us today our fund of high grade securities was made possible by such efficient management of the Arcade, seconded by the careful economies of the Library Committee. Such results would not have been possible without that exercise of combined courage and caution in the care of our property and that rare tact and fair dealing in his relations to our tenants which Mr. Paine uniformly showed.

In all these things his personal character was revealed. Quiet and retiring in an unusual degree, he was firm and clear in judgment and in action. Rarely do we meet with a man in whom modesty and strength are so perfectly blended. Integrity and kindness were his transparent traits, and these were the fruits of a genuine Christian faith.

"During the last four or five years of his life he repeatedly asked to be allowed to retire from this Board, pleading his age and increasing infirmity. In response to such requests he was released from his responsibilities on the Property Committee in 1917. But his colleagues were unwilling to remove his name from the roll of Trustees so long as God should leave him accessible for advice and counsel.

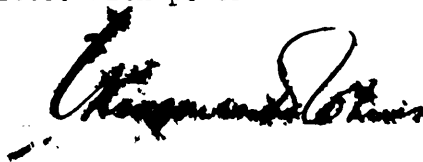
He has left a memory fragrant of unassuming goodness, of highest integrity, of unflagging fidelity, of clear and sure judgment, and of happiness in any service which it was possible for him to render.

Our fellowship in this Board is rich in the association we have had with him through all these years, and we are heavily bereaved by his passing on to his larger life.

On motion of Dr. Dewey, the installation of a telephone in the office of Superintendent McKown was ordered.

The motion of Mr. Wile on the matter of fixing the hours in the Reading room, was referred to the Library Committee with power.

Meeting adjourned.



Secretary

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, Held at the Library, Fri-
day, January 12, 1922, at 4:00 P.M.

Present: - Messrs. Anstice, Davis, Dewey, Hollister,
Landsberg, Rhees, Robins, Slater, Taylor
and Wile.

Minutes of the meeting of October 14th were read and ap-
proved.

Mr. Wile presented the report of the Property Committee,
showing total revenue from Arcade rents for the quarter of \$14,160.49, with to-
tal expenditures of \$5,360.92. The report showed all rooms rented, and a rent
roll at the present time of \$57,130.00. The report was ordered received and
filed.

For the Library Committee, Dr. Dewey reported an increase
in books shelved, of 260, bringing the total to 87,909. The Library Committee's
financial report showed total expenditures for the library of \$3,126.29, and for
the Reading Room \$942.97. The balance in the Gordon Fund was reported to be
\$3,234.72, and the balance of the appropriation for the year, unexpended
\$6,298.61. The report was ordered received and filed.

Mr. Anstice presented the Treasurer's report, showing a
total income for the quarter of \$18,237.00, as against total expenditures, for
all purposes, of \$13,398.72. In the expenditures was included final payment to
the Security Trust Company of \$4,000.00, to retire the \$18,000.00 note for
money borrowed to pay the commission on the attempted sale of the Arcade proper-
ty. The report was ordered received and filed.

Dr. Dewey reported a gift of 2,000 volumes from the li-

brary of the late Mrs. Stoddard, through the generosity of Mr. E. Vine Stoddard, and reported further that the books were being examined with a view to finding out which ones could be, to advantage, retained in the Library.

On presentation of a communication from Mr. Yust, Librarian of the Rochester Public Library, through Chairman of the Library Committee Dr. Dewey, the matter of replying was referred to the Library Committee, with power and the suggestion that the reply express the desire of the Board to cooperate, in any practicable way, with the Public Library.

Dr. Rhees suggested the value of defining the terms of Mr. Reynolds' will, as they apply to the action of the Board, and Mr. Davis was requested to prepare an analysis of the will for the next meeting, with this point in view.

The meeting then adjourned.

A handwritten signature in dark ink, appearing to read "Augustus D. Davis", written in a cursive style.

Secretary.

DAVIS & SIMMS

C. SCHUYLER DAVIS
HAROLD M. SIMMS

OSBORNE F. GURNEY

PATENT, TRADE MARK AND
COPYRIGHT CAUSES

CABLE ADDRESS
OSGOOD, ROCHESTER N.Y.

804-807 WILDER BUILDING
ROCHESTER, N.Y.

February 15, 1922

To the Board of Trustees of Reynolds Library

Rochester, New York

Dear Sirs:

You have asked to be advised concerning the conditions, if any, under which the Reynolds Library took title to the premises 40 Spring Street, and the property known as "Reynolds Arcade", under the will of Mortimer Reynolds.

It appears that Reynolds Library was incorporated by special act of the legislature of this state (Chapter 9) in 1884 (February 2), for the purposes of establishing and maintaining a public library and reading room, and, "so far as may seem to the trustees expedient, to promote the mental improvement of the inhabitants of the City of Rochester by means of lectures, discussions, courses of instruction, collections of objects of art and science, and other suitable means." For these uses and purposes Reynolds Library was authorized by this act of the legislature to take by grant, demise, bequest or otherwise, and to hold, lease, sell and convey real and personal property.

At about the same time (February 22, 1884), Mr. Mortimer Reynolds made the will under which Reynolds Library acquired on his death, the Spring Street property and Reynolds Arcade. Mr Reynolds' will provides as follows:

"First, I give, demise and bequeath to The Reynolds Library, a corporation created by an act of the Legislature of New York passed February 2, 1884, being chapter 9 of the Laws of 1884,

All the property known as the Reynolds Arcade and East Arcade in the city of Rochester.

-2-

Also my homestead, No. 40 Spring Street, in Rochester, with all the land and buildings, and as much of the personal property, including gas fixtures, upon the premises as my adopted daughter, Mary, now the wife of Josiah Anstice, may desire to set apart to go with it. But my said daughter may continue to occupy said homestead and appertenances so long after my decease, not exceeding three years, as she may desire. And this devise of the homestead property is on condition that the same shall always be occupied by said corporation for its library and any other of the educational purposes contemplated by the said act, and in case it shall cease to be so occupied for the period of one year, the estate hereby devised shall cease and terminate."

(The underscoring is mine)

By a codicil to the will, made June 22, 1889, it is provided that:

"in the event that the estate in the Homestead property, which by the first paragraph of said will is devised to the Reynolds Library, shall cease and determine by reason of a breach of the condition thereby imposed the said estate shall thereupon be disposed of exactly as if the same were a part of my residue estate under the eighth paragraph of said will "

(The underscoring is mine)

By said eighth paragraph the residue is left to the executors in trust to pay the income thereof to Mrs Josiah Anstice during her life, and on her death to be divided among her children.

Thus it appears that only the Spring Street property is held on condition. Also that the condition on which the Spring Street property is held requires in effect that Reynolds Library, incorporated, shall itself maintain a library at 40 Spring Street without interruptions lasting more at any time than one year.

Yours very truly,

R. Selinger Davis

CSD:F

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, Held at the Library, Fri-
day, April 14, 1922, at 4:00 P.M.

Present: - Messrs. Landsberg, Slater, Wile, Anstice
Davis, Dewey, Harris and Robins.

Minutes of the meeting of January 12th were read and ap-
proved.

Mr. Wile presented the report of the Property Committee, showing total revenue from Arcade rents, for the quarter, of \$14,262.84, with total expenditures of \$8,532.74. On account of an unexpected increase in the city tax rate, to the amount of 30%, the Property Committee asked an additional appropriation of \$1,000.00, which was granted. The Property Committee reported all rooms rented, with a total rent roll of \$57,142.00 per annum.

For the Library Committee, Dr. Dewey reported an increase in books shelved, of 458, bringing the total to 88,367. Dr. Dewey reported further, with regard to the gift of Mr. E. Vine Stoddard, to the effect that the majority of the volumes donated were found to be already in the library, the most desirable duplicates had been retained and stored and the remaining volumes sold.

The financial report showed total expenditures for the library to be \$3,008.95, and for the Reading Room \$401.02. The balance of the Gordon Fund was reported at \$3,234.72, and the Medical Fund \$332.36, leaving the balance of the appropriation, unexpended, \$2,888.64. Dr. Dewey therefore asked, in behalf of the library, an additional appropriation of \$500.00, which was granted.

Mr. Anstice presented the Treasurer's report, showing a

total income, for the quarter, of \$18,705.34, as against total expenditures of \$11,942.71, leaving a balance on hand of \$29,681.98.

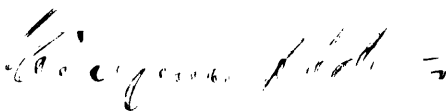
The Treasurer was authorized to purchase \$10,000.00 of New York Central Refunding Fives of 2013.

Mr. Davis then presented his report on the terms of Mr. Reynolds' will, as affecting the disposal of the library property. This report was ordered filed, with an expression of appreciation of Mr. Davis' services.

Mr. Harris presented a report on the title of the Arcade property, which was ordered filed with the title papers. Mr. Harris pointed out that in the execution of any contract of sale provision should be made that no commission should be paid in case title was rejected by the purchaser.

In order to facilitate the work of the Treasurer's office, it was moved, seconded and carried that all depository banks be authorized to honor checks on account of the library, bearing the signature of the Treasurer, Mr. Mortimer R. Anstice. The Secretary was requested to send certified copies of this resolution to the following depositories: Union Trust Company, Rochester Trust & Safe Deposit Company, Central Bank, Lincoln-Alliance Bank, Security Trust Company.

Meeting adjourned.



Secretary.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, Held at the Library, Fri-
day, June 9, 1922,

Present:- Messrs. Anstice, Dewey, Hollister,
Landsberg, Miner, Robins, Sibley,
Slater, Taylor and Wile.

Minutes of the meeting of April 14th were read and ap-
proved.

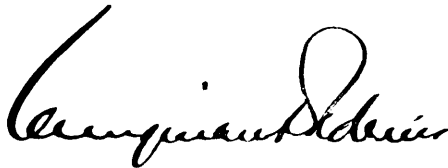
Mr. Wile reported, in behalf of the Property Committee,
showing total revenue from Arcade rents, of \$9,836.40, total expenditures of
\$14,441.48, which included \$11,731.02 for taxes, thus leaving a deficit of
\$4,604.99. Mr. Wile reported all rooms rented, with a total rent roll of
\$58,250.00

For the Library Committee Doctor Dewey reported a net
increase in books shelved of 326, bringing the total number to 88,693. Refer-
ence was made to the gift of Mr. E. Vine Stoddard, showing that a total of 201
of the books given were catalogued and placed on the shelves, 649 duplicates
stored in the basement and 170 given to Father Notebart, for the library of his
church, Our Lady of Victory - these latter books being old, elementary French
books or duplicates. Reference was also made to a number of volumes received
from the collection of the late Guernsey Mitchell, of which 40 or more have
been catalogued and the remainder reserved for further disposition.

The financial report of the Library showed expenditures
to be \$2,518.55, of the Reading Room of \$225.81, a total of \$2,744.36. Balances
in the special funds were as follows: Gordon Fund \$3,365.67; Medical Fund
\$332.36.

Mr. Anstice presented the Treasurer's report, showing total revenue of \$13,166.49 and expenditures of \$26,704.73, including the investment in New York Central Bonds, authorized at the previous meeting. There was thus left on hand a balance of \$16,143.74.

The meeting then adjourned and re-convened in the annual meeting.

A handwritten signature in cursive script, appearing to read "Benjamin S. Davis". The signature is written in dark ink and is positioned above the printed name "Secretary".

Secretary.

ANNUAL MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY, held
on Friday, June 9, 1922,
immediately following the Regular
Quarterly Meeting, held on the same
date, at the library.

Present:- Messrs. Anstice, Dewey, Hollister,
Landsberg, Miner, Robins, Sibley,
Slater, Taylor and Wile.

The Secretary reported that the minutes of the previous meeting had been previously approved.

In behalf of the Property Committee Mr. Wile presented a report showing total rents received of \$56,470.82, total expenditures of \$53,848.12, thus leaving a net balance of \$22,622.70. Of the Property Committee's appropriation of \$35,000.00 there was left unexpended a balance of only \$1,151.88. The report in detail was ordered filed.

On motion duly seconded, the Property Committee was voted an appropriation of \$36,000.00 for the coming year.

Doctor Dewey then presented the report of the Library Committee, showing a total increase in books shelved of 1,358, bringing the total to 88,693. The report showed an increase in attendance in the library Reading Room of 23,356, or 25% increase over the preceding year.

The financial report of the Library Committee showed total expenditures for the library of \$12,910.92, and for the Reading Room of \$1,974.80, a total of \$14,884.72, which left an unexpended balance of the appropriation, of \$114.28, although it was pointed out that outstanding bills would not only have absorbed this balance but also encroached on the \$500.00 additional appropriation previously voted.

ANNUAL MEETING OF THE BOARD OF
TRUSTEES OF REYNOLDS LIBRARY, held
on Friday, June 9, 1922,
immediately following the Regular
Quarterly Meeting, held on the same
date, at the library.

Present:- Messrs. Anstice, Dewey, Hollister,
Landsberg, Miner, Robins, Sibley,
Slater, Taylor and Wile.

The Secretary reported that the minutes of the previous meeting had been previously approved.

In behalf of the Property Committee Mr. Wile presented a report showing total rents received of \$56,470.82, total expenditures of \$33,848.12, thus leaving a net balance of \$22,622.70. Of the Property Committee's appropriation of \$35,000.00 there was left unexpended a balance of only \$1,151.88. The report in detail was ordered filed.

On motion duly seconded, the Property Committee was voted an appropriation of \$36,000.00 for the coming year.

Doctor Dewey then presented the report of the Library Committee, showing a total increase in books shelved of 1,358, bringing the total to 88,693. The report showed an increase in attendance in the library Reading Room of 23,356, or 25% increase over the preceding year.

The financial report of the Library Committee showed total expenditures for the library of \$12,910.92, and for the Reading Room of \$1,974.80, a total of \$14,884.72, which left an unexpended balance of the appropriation, of \$114.28, although it was pointed out that outstanding bills would not only have absorbed this balance but also encroached on the \$500.00 additional appropriation previously voted.

On motion duly seconded and carried, the Library Committee was granted an appropriation of \$15,000.00 for the coming year.

Mr. Anstice presented the annual report of the Treasurer, showing total income for the year of \$81,736.56 and total expenditures of \$76,720.06, leaving a balance on hand of \$16,143.74. The Treasurer pointed out that if it had not been for the payment of the \$18,000.00 commission the savings for the year would have been quite substantial. The balance sheet for the year showed total assets of \$859,755.07, including investments and cash, amounting to \$285,236.24. Mr. Anstice also presented the Certificate of Audit of the securities, certified by Miss Ellwanger, Superintendent of the Security Trust Company vaults, and witnessed by Mr. Mortimer E. Wile.

After discussion of the problems raised by the report of the factory inspector, and of the coal situation, the meeting adjourned.

A handwritten signature in dark ink, appearing to read "Augustus Schenck". The signature is fluid and cursive, with a large initial "A" and a long, sweeping underline.

Secretary.

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, Held at the Library, Fri-
day, October 13, 1922, at 4:00 P.M.

Present:- Messrs. Anstice, Carnahan, Davis,
Landsberg, Sibley, Slater, Robins
and Taylor.

Minutes of the quarterly meeting of June 9th and the
annual meeting of the same date were read and approved.

The report of the Property Committee was presented
by Mr. Anstice, showing cash received from Arcade rents, of \$19,323.65; total ex-
penditures of \$6,034.36, leaving a net income for the four months ending September
30th, of \$13,289.29. The Committee reported all rooms rented and only \$72.00 of
unpaid rent; also that all tenants who could in any way be called manufacturers
had been put out of the front part of the building, thus relieving the building
of the legal restrictions affecting its use for manufacturing.

The report of the Library Committee was presented by
Doctor Dewey, showing a net increase in books shelved of 370, bringing the total
to 89,063. The report showed an increase in attendance of 10%, and in the number
of books, ^{fiction} of 40% as compared with the corresponding period of 1921.

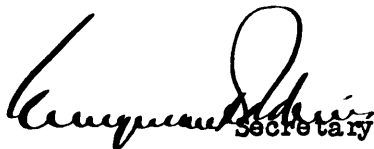
The financial report of the Library Committee showed
total expenditures on account of the Library proper, of \$4,831.65; on account of
the Reading Room of \$496.96, a total of \$5,328.61. The Committee reported balanc-
es on hand, in the Gordon Fund of \$3,331.27; Medical Fund of \$332.36.

The Treasurer, Mr. Anstice, reported a total income
for the four months, of \$22,733.30, and expenditures of \$11,397.37, - a net gain
of \$11,335.93, bringing the balance on hand to \$27,479.67.

In view of the large balance on hand, the Finance Committee was given power to invest \$10,000.00.

After discussion, it was moved by Doctor Taylor, seconded and carried, that the sign which the Rochester Players had requested the privilege of placing over the Arcade be referred to the Property Committee with power, with the stipulation that the sign, if placed, should be small and should be used only on nights when the theater was open; also that the permit to the Rochester Players should carry the clear understanding that the privilege was purely to a private concern, subject to ^{renewal} ratification, in order that there should be no indication that the Arcade had become a public thoroughfare.

The meeting then adjourned.


Secretary

REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES OF REYNOLDS LI-
BRARY, Held at the Library, Fri-
day, January 12, 1923, at 4:00 P.M.

Present:- Messrs. Anstice, Dewey, Landsberg,
Robins, Slater and Wile, - consti-
tuting less than a quorum.

The reading of the minutes of the previous quarterly meeting was postponed.

Mr. Wile presented the report of the Property Committee, showing total cash received from Arcade rents, for three months ending December 30th, of \$14,559.51, against expenditures of \$8,182.17, making the net income \$6,377.34.

Doctor Dewey presented the report of the Library Committee, showing a net increase in volumes catalogued and shelved of 362, bringing the total number to 89,425.

The financial report showed total expenditures for the quarter, on account of the Library proper of \$3,542.31; on account of the Reading Room of \$717.72, a total of \$4,260.03. The balance in the Gordon Fund was \$3,321.67; Medical Fund \$332.36.

The Treasurer's report, presented by Mr. Anstice, showed a total income for the four months of \$18,990.76, and expenditures of \$12,451.80, - a net gain of \$6,538.96, bringing the balance on hand to \$34,018.63.

The resignation of Doctor William R. Taylor was then presented by the Secretary and accepted with deep regret. The Secretary was instructed to write Doctor Taylor an appropriate letter of recognition.

The difficulties of getting a quorum have suggested the

necessity for election to the Board, of new members thoroughly interested in Library affairs. The names of Messrs. George H. Clune and Joseph P. O'Hern were mentioned, and the Trustees were asked to make other suggestions.

The meeting then adjourned.

A handwritten signature in cursive script, appearing to read "Augustus H. Davis". The signature is written in dark ink and is positioned above the printed title "Secretary".

Secretary

QUARTERLY MEETING OF THE BOARD OF TRUSTEES OF REYNOLDS LIBRARY

Held at the Library, April 13, 1923, at 4 p.m.

Present: Messrs. Anstice, Dewey, Landsberg, Rhees, Slater, and Wile.
President Landsberg in the chair.

The president appointed John R. Slater secretary pro tem.

The minutes of the quarterly meetings for October and January last were read and approved.

The report of the Property Committee was presented by Mr. Wile, showing cash received for the quarter of \$14,593.75, expenditures of \$8,793.69, net income \$5,800.06. The unexpended balance of the annual appropriation was \$12,989.78. The assessment of the Arcade property for the current year had been fixed by the assessors at \$646,000, but the Property Committee succeeded in having this assessment reduced to \$590,000, and in having the exemption on account of the Reading Room increased from \$100,000 to \$150,000, leaving a net assessment of \$440,000, which is \$45,000 more than before. The Property Committee's request for an increase of its annual appropriation by \$4,500 to cover additional unexpected expenses was granted.

The report of the Library Committee was presented by Dr. Dewey, showing a net increase in books of 360 volumes, total number of volumes catalogued and shelved 89,785. The financial report of the Library Committee showed expenditures for the Library of \$3,157.41, for the Reading Room of \$403, a total of \$3,560.41. The committee's request for a supplementary appropriation of \$2,000 to cover necessary repairs and increased purchases of books was granted.

In the absence of a quorum it was understood that the supplementary appropriations for the Property and Library

Committees were voted subject to the approval of a quorum at a later meeting of the Board.

The report of the treasurer was presented by Mr. Anstice, showing receipts for the three months of \$16,991.25, expenditures of \$12,360.10, and an investment of \$9,962.22 in the purchase of New York Central bonds. The balance in bank was \$28,687.56.

A committee appointed by the President, consisting of Messrs. Miner, Davis, and Anstice, to prepare resolutions on the death of Mr. Kingman Nott Robins, late secretary of the Board, reported through Mr. Anstice the following resolutions, which were adopted by a rising vote:

Reynolds Library.

Meeting of the Board of Trustees April 13th, 1923.

Action on the Death of Mr. Robins.

As one who knew both books and men, and had besides training for administration of affairs and a vision that was broad and sane, Kingman Pott Robins measured up to ideal requirement for membership on this Board in a way that is rare.

A student of affairs, intent himself upon an understanding of the significance and operation of the fundamental laws of life, his sympathy with the cause of education was keen, and wisely conceived.

Graduating as we are at the present time in this City into fields of larger undertakings, involving the solution of complex problems and decisions of far reaching consequences to the trust that we administer, and to the public to be served, we shall sorely miss his judgment and assistance.

Mr. Robins was elected to membership on this Board in June 1912. He held the office of Secretary of the Board from October 1912 to the time of his death. He always gave himself whole heartedly to the deliberations of the Board, and unsparringly to the promotion of the work in hand. Collectively we have lost a valued associate. Individually, we have lost a friend, held in affection and high esteem.

Be it Therefore Resolved, that this appreciation of Mr. Robins, and of his services as a member of this Board, be spread upon the minutes of this Board, and that a copy be transmitted to Mrs. Robins.

The following names were presented in nomination for election to the Board to fill existing vacancies:

By Mr. Wile: Mr. James E. Gleason

Mr. Arthur F. Reed

Mr. Otto R. Rohr

By Mr. Anstice: Mr. J. F. Weller

By Dr. Rhees: Mr. Thomas G. Spencer.

For the Property Committee Mr. Wile suggested approval by the Board of an expenditure of \$1358 for interior painting work in the Reynolds Arcade. It was voted that such expenditure is desirable.

Meeting adjourned.


Secretary pro tem.

QUARTERLY MEETING OF THE BOARD OF TRUSTEES OF REYNOLDS LIBRARY

Held at the Library, June 8, 1923, at 4 p.m.

Present: Messrs. Anstice, Dewey, Hollister, Landsberg, Miner, Rhee, Slater, and Wile. President Landsberg in the chair.

The minutes of the last meeting were read and approved, the vote including approval of increased appropriations voted at the last meeting in the absence of a quorum.

Mr. Wile presented the quarterly report of the Property Committee for the two months ending May 31, showing receipts from Arcade rents of \$9,808.84, expenditures of \$17,484.61 of which \$12,601.22 was for taxes, showing a deficit for the two months of \$7,675.77; unexpended balance of appropriation \$5.17. All rooms were reported rented, and all rents collected to date with the exception of \$5. The report was ordered received and filed.

Dr. Dewey presented the report of the Library Committee for the two months ending May 31, showing a net increase in books of 111 volumes, number of volumes catalogued and shelved 89,896. The expenditures for the two months on account of the Library were \$2,385.45, for the Reading Room \$273.45, total \$2,658.90, spent from the Gordon Fund \$50.85. The report was ordered received and filed.

Mr. Anstice presented the report of the treasurer for the two months ending May 31, showing receipts from Arcade rents of \$9,808.84, from other sources of \$3,930, total receipts \$13,738.84; expenditures by the Property Committee \$17,484.61, by the Library Committee \$2,709.75, total expenditures \$20,194.36. The report was ordered received and filed.

It was voted that the Board should proceed to the election

of new trustees. Ballots being taken, Messrs. J. F. Weller and Thomas G. Spencer were unanimously elected.

After discussion as to filling the vacancy in the office of secretary of the Board caused by the death of Mr. Robins, it was moved by Dr. Rhees and carried that Mr. Slater should be elected secretary of the Board as of the date of the last meeting, April 13, 1923.

The following nominations for membership in the Board were presented by Mr. Hollister;

Edwin A. Stebbins

W. Roy McCanne

Edward Weter

Louis S. Foulkes

Jesse W. Lindsay

Benjamin B. Chace

Edward R. Jennings

Ernest L. Woodward

Carl S. Potter

H. E. Cory

John P. Morse

Herbert J. Winn

J. A. DuPuy

P. R. McPhail

Martin B. Hoyt

Leonard Bacon

Dr. Dewey presented the name of Joseph T. Alling.

Mr. Wile moved that the names of Messrs. James E. Gleason, Arthur F. Reed, and Otto R. Rohr, nominated at the preceding meeting, be continued on the list of persons eligible for election. Carried.

The quarterly meeting then adjourned.



Secretary

ANNUAL MEETING OF THE BOARD OF TRUSTEES OF REYNOLDS LIBRARY

Held at the Library, June 8, 1923, at the conclusion of the quarterly meeting, the same persons being present.

Mr. Wile presented the annual report of the Property Committee for the year ending May 31, 1923, showing receipts from Arcade rents and sundries of \$58,285.75, expenditures of \$40,494.83, net income from Arcade property \$17,790.92. Total appropriations for the Property Committee were \$40,500, of which \$5.17 remained unexpended. Schedules appended to the report showed the annual income and expenditures for the Arcade property since 1892, and the annual expenditures for taxes rising from \$4,854.52 in 1897 to \$14,651.32 in 1923. The report showed the fire insurance on the Arcade to be the same as last year, \$140,000, being on an 80% basis. Total repairs for the year amounted to \$2,147.72. The report was ordered received and filed.

The Property Committee requested an appropriation for the ensuing year of \$38,000 which was granted.

Dr. Dewey presented the annual report of the Library Committee showing a net increase of 1203 volumes, total number of volumes catalogued and shelved 89,896. Attendance in Library 51,948, in Reading Room 41,614. Whole number of books drawn, 46,881 of which 7,981 were for use at the Library. Cards used during the year 4428. Percentage of fiction circulated 68%; percentage of fiction in circulating department, 11%. Mention was made of the disposal of 434 volumes of duplicates previously received as gifts by donation to various public institutions in the city. The annual expenditures for the Library were \$13,916.82, for the Reading Room \$1,891.13, total \$15,807.95. From the Gordon Fund \$100.85 was spent, leaving a balance of \$3,264.82. The report was ordered received and filed.

The Library Committee asked for an appropriation for the ensuing year of \$16,920 for the Library and \$2,080 for the Reading Room, a total of \$19,000, which was granted.

Mr. Anstice presented the annual report of the treasurer, showing total receipts of \$72,454.15, of which \$58,279.51 was from Arcade rents, \$13,474.40 from interest on bonds and mortgages, and the balance from library fines and other sundries. The expenditures for the Library and Reading Room were \$15,807.95, for the Arcade \$40,494.83, from the Gordon Fund \$100.85, and for the purchase of New York Central bonds with interest \$9,962.22, making total expenditures of \$66,365.85. The bank balances on May 31, 1923 totaled \$22,232.04. The total assets were estimated at \$878,816.96 reckoning the Arcade at \$350,000 and the Spring Street property at \$70,000, the invested funds being \$278,926.50. With the report was submitted a schedule of securities, accompanied by a sworn statement by Carl S. Potter that all these securities were found as scheduled in the safe deposit box of the Reynolds Library at the Security Trust Company, with the exception of \$5,000 U.S. Government Fifth Loan which had been sent to Washington to be exchanged for Treasury notes due 1927.

The following officers were elected for the ensuing year:

President;	Max Landsberg
First Vice-President:	Rufus A. Sibley
Second Vice-President:	Rush Rhees
Secretary:	John R. Slater
Treasurer:	Mortimer R. Anstice

The president appointed the following committees:

Property Committee: Messrs. Hollister, Wile, and Anstice.
Library Committee: Messrs. Dewey, Carnahan, and Slater.
Finance Committee: Messrs. Hollister, Wile, and Miner.

Mr. Samuel C. McKown was reappointed superintendent of the Reynolds Arcade at the same salary as heretofore.

Meeting adjourned.


Secretary

REGULAR QUARTERLY MEETING OF THE BOARD OF TRUSTEES,
held at the Library, October 13, 1923.

Present Messrs, Anstice, Dewey, Landsberg, Sibley, and Slater.
Minutes of the last quarterly meeting and of the annual meeting were read and approved. The secretary reported that of the two new members elected to the board in June, Mr. J. F. Weller had accepted the office, and Mr. Thomas G. Spencer had felt compelled on account of pressure of other duties to decline.

The report of the Property Committee was presented by Mr. Anstice, showing for the four months ending September 30 receipts from Arcade rents of \$19,372.15, and expenditures of \$4,865.73, leaving a balance of \$14,506.42. All rooms were reported rented. The report was ordered received and filed.

The report of the Library Committee was presented by Doctor Dewey showing for the four months ending September 30 a net increase of 252 volumes, total number catalogued and shelved 90,148. Mention was made of the closing of the library for three weeks during the summer, at which time cleaning and painting was done. The library inventory showed 130 volumes missing. The financial report showed expenditures for the library of \$4,250.68 and for the reading room of \$534.87, total \$4,785.55. The report was ordered received and filed.

The treasurer's report was presented by Mr Anstice showing receipts for the four months of \$27,923.45, of which \$5,000 was for the principal of government bonds exchanged for treasury notes, and expenditures of \$14,651.28, of which \$5,000 was in payment for these notes. The bank balances totaled \$35,504.21, a part of which it is the intention of the Finance Committee to invest.

President Landsberg called attention to the provision of

the Act of Incorporation that absence of a trustee from six consecutive meetings without explanation terminates membership in the board, and noted that Mr. Harris had been absent from six meetings. Dr. Dewey thereupon moved that Mr. Harris's name be added to the list of persons nominated at the June meeting, and that all the names on that list be continued in nomination. Carried.


Secretary

REGULAR QUARTERLY MEETING OF THE TRUSTEES, JANUARY 11, 1924

Present, Messrs. Anstice, Davis, Dewey, Landsberg, Miner, Rhees, Slater, and Wile, constituting a quorum.

The minutes of the last meeting were read and approved.

It was voted on motion of Dr. Rhees that the actions of the October meeting, at which a quorum was not present, be approved.

The report of the Property Committee, presented by Mr. Wile, showed receipts from Arcade rents for the three months ending December 31, 1923, of \$14,646.01, and expenditures of \$4,407.95, leaving a balance of \$10,238.06. Of the Property Committee appropriation of \$38,000 for the fiscal year the balance remaining unexpended was \$28,726.32. The report was ordered received and filed.

The report of the Library Committee, presented by Dr. Dewey, showed for the three months ending December 31 books added to the library showing a net increase of 417 volumes, making the present number of volumes catalogued and shelved 90,565. Report was made of the November list of new accessions and of frequent partial lists of new books in the newspapers. The financial report of the Library Committee showed expenditures for the library of \$3,996.49 and for the Reading Room of \$748.48, total \$4,744.97. Unexpended balance of appropriation, \$9,469.78. Report received and filed.

Mr. Anstice presented the treasurer's report for the past quarter showing receipts from Arcade rents \$14,646.01, from other sources \$4,684.23, total \$19,330.24, total expenditures \$9,152.92. The total cash balance in five banks on December 31 was \$45,681.53. Some discussion ensued concerning the delay in investing a part of this sum, and it was explained that the Finance Committee expected

to take up the matter as soon as Mr Hollister recovers from his illness. The report was ordered received and filed.

The board then proceeded to consider the matter of nominations and elections to fill existing vacancies in its membership. The name of Mr Edward Harris, whose membership had lapsed by reason of his absence from six consecutive meetings, was presented in nomination by Dr Dewey, and the secretary was instructed to cast one ballot for the reelection of Mr. Harris. This was done, and Mr Harris was declared elected.

The following names were then presented in nomination:
By an informal preferential ballot based upon the names already nominated at the June meeting, the three persons having the highest number of votes were

Mr. Joseph T. Alling

Mr. Edwin A. Stebbins

Mr. Herbert J. Winn —

~~Nominated by~~

Mr. Davis: Dr. Charles Hoeing

~~By Mr. Miner:~~ Professor Charles W. Dodge

~~By Mr. Wile:~~ Mr. Leonard Bacon

Mr. W. Roy McCanne

Mr. Louis S. Foulkes.

The secretary then presented to the board a communication from Mr. Charles H. Wiltzie, president of the Board of Trustees of the Rochester Public Library, transmitting a document entitled "Mayor Van Zandt's Memoranda and Suggestions for a Tentative Plan to Coordinate and Coalesce The Rochester Public Library and The Reynolds Library." President Wiltzie's letter requested the Trustees of the Reynolds Library to appoint a conference committee

to work with a similar committee from the Board of Trustees of the Rochester Public Library in making a careful and thorough study and survey of the whole library problem as it exists in the city of Rochester."

The matter was referred for consideration and report to a special conference committee consisting of Dr Dewey, Dr Rhees, Mr. Davis, and Mr. Anstice.

The meeting was then adjourned to meet on Tuesday, January 15, at 4 p.m., in the office of the Security Trust Company, for the purpose of electing new members of the board selected from the list of eight nominees above stated.

John R Slater
Secretary

Adjourned meeting held at the office of the Security Trust Co.
January 15, 1924.

Present, Messrs. Anstice, Davis, Dewey, Miner, Slater, Weller, Wile. Mr. Wile was elected chairman of the meeting. In the absence of a quorum sufficient for election the meeting was adjourned to meet on January 29 at the same place.

John R Slater
Secretary

1924

Adjourned meeting held January 29/ at the Security Trust Company.

Present, Messrs. Anstice, Davis, Dewey, Harris, Landsberg, Miner, Weller, and Wile.

The meeting was called to order by President Landsberg. A letter of resignation was presented from Mr. Rufus A. Sibley asking to be released from further service on account of impaired health. The resignation was accepted.

A resolution upon the death of Mr. Granger A. Hollister, a member of the board, was adopted, and a copy ordered sent to Mrs. Hollister.

The trustees then proceeded to ballot upon candidates previously nominated, and the following were elected:

Mr. Joseph T. Alling

Mr. Leonard B. Bacon

Mr. Herbert J. Winn

These gentlemen having later signified their acceptance of the office, the board now consists of fourteen members, as follows:

Mr. Joseph T. Alling

Dr. Max Landsberg

Mr. Mortimer R. Anstice

Mr. Edward G. Miner

Mr. Leonard B. Bacon

Dr. Rush Rhees

Mr. George A. Carnahan

Mr. John R. Slater

Mr. C. Schuyler Davis

Mr. J. F. Weller

Dr. Charles A. Dewey

Mr. Julius M. Wile

Mr. Edward Harris

Mr. Herbert J. Winn

Meeting adjourned.


Secretary

Regular quarterly meeting, held April 11, 1924, at the Library, 4 p.m

Carnahan,
Present, Messrs. Alling, Bacon, /Davis, Dewey, Miner, Slater,
Wile, and Winn.

In the absence of the president, Dr. Dewey was elected chairman of the meeting. The minutes of the last meeting were read and approved.

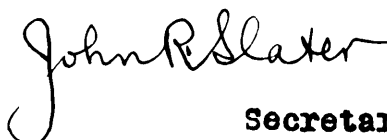
The report of the Property Committee was presented by Mr. Wile, showing cash received from Arcade rents \$14,644.51, expenditures of \$7,569.36, leaving a balance of \$7,075.15. The unexpended balance of the Property Committee appropriation was \$21,156.96. The committee reported that since April 21, 1920 the fire insurance on the Arcade had been \$140,000 under the 80% clause, and that it seemed best now to increase this amount to \$160,000. It was also recommended that the front of the Arcade building be repainted, at an estimated cost of \$750. On motion of Mr. Winn it was voted that the matter of the amount of insurance be left to Mr. Wile with power, and that the proposal for painting be approved.

The report of the Library Committee, presented by Dr. Dewey, showed for the quarter a net increase in the number of books of 169, total number of volumes catalogued and shelved 90,734. The expenditures during the quarter were for the Library \$2,988.14 and for the Reading Room \$449.15. Unexpended balance of appropriation \$6,032.19. The Library Committee reported that in view of the fact that the insurance on the Library building and contents expires on May 31 next, it is important that the amount of insurance be increased. The building has been insured for \$30,000. An examination by Mr. John B. Pike fixed the estimated cost of replacement at \$165,000. On this basis, with allowance for depreciation, the committee had decided that not less than \$100,000 insur-

ance should be carried on the Library building, and had temporarily secured insurance for this amount to run until the expiration of the present policies. The insurance on the books, furniture, etc. has been \$108,500 and on the card catalogues \$19,500. Since the net increase in the value of books and furniture since 1921 has been \$9,500, this part of the insurance should be increased by that amount, making a total insurance on books and furniture of \$118,000. The insurance on the cards in the catalogues, estimating 106,954 cards at sixteen cents a card, and allowing for increase to May 31, 1924, should be \$17,500, or \$2,000 less than before, representing a somewhat more exact estimate. The committee therefore recommended for the three years beginning June 1, 1924, total insurance of \$235,500, being \$100,000 on the building, \$118,000 on contents, and \$17,500 on cards. It was moved by Mr. Miner and carried that the action of the Library Committee in placing additional temporary insurance be approved, and that new three-year policies in the amounts above stated be secured.

The report of the treasurer, presented by Mr Wile, showed receipts from Arcade rents of \$14,644.51, from other sources \$2,906.25, total \$17,550.76. The expenditures were for the Library \$2,988.14, for the Reading Room \$449.15, from the Gordon Fund \$37.50, for the Arcade \$7,569.36, and for the purchase of Union Pacific bonds with accrued interest \$20,344.17; the bank balances amounted to \$31,843.97. The report was ordered received and filed. With respect to the W.D.Hutchinson mortgage of \$9,000 falling due May 1, the matter of renewal was left to the Finance Committee with power.

Meeting adjourned.


Secretary

REGULAR QUARTERLY MEETING OF THE BOARD OF TRUSTEES OF REYNOLDS LIBRARY, held at the Library on June 13, 1924, at 4 p.m.

Present: Messrs. Alling, Bacon, Carnahan, Davis, Dewey, Harris, Landsberg, Rhees, Weller, Wile, and Winn.

The meeting was called to order by the president, Dr. Landsberg. In the absence of the secretary, Mr. Davis was appointed secretary pro tem.

The minutes of the last meeting were read and approved.

Mr. Wile presented the report of the Property Committee for the two months ending May 31, 1924, showing receipts from Arcade rents of \$9,831.84, expenditures of \$19,412.20 (of which \$13,349.73 was for taxes) and a deficit of \$9,580.36, but an unexpended balance of appropriation (\$38,000) of \$1,744.76. All rents were reported collected to date, and all rooms rented, with the exception of one small room. The report was ordered received and filed.

Mr. Wile also reported for the Property Committee that the Arcade building had been insured at \$200,000; that in view of the increase in the rate of rent insurance in case of fire, that policy had not been renewed, and referred to the Board the question whether it should be renewed. On motion duly seconded it was decided not to carry rent insurance on the Arcade.

Dr. Dewey presented the report for the Library Committee for the two months ending May 31, 1924, showing a net increase of 322 volumes, and number of volumes catalogued and shelved 91,056. The expenditures for the two months on the Library were

\$4,689.96, for the Reading Room \$287.06, making a total of \$4,977.02. The report was ordered received and filed.

The Treasurer was absent, and no Treasurer's report presented.

There being no further business, the meeting was declared adjourned, and reconvened in the annual meeting.

Secretary pro tem.

PROFIT AND LOSS STATEMENT

For Year Ending May 31st.1924

Increase in assets				
The Reynolds Library a/c on ledger	June 1,1924			\$897,242.36
" " " " " "	June 1,1923			<u>875,085.15</u>
Net increase for year				\$ 22,157.21

Items of increase as follows:

Library Books	\$ 3,314.64	
Bonds (Union Pacific)	19,893.50	
Amortization on bonds	18.00	23,226.14

Decrease in Assets:

Cash	965.45	
Gordon Fund	98.48	
Rents due (none past due)	5.00	<u>1,068.93</u>

Net Increase for year \$ 22,157.21

BALANCE SHEET

June 1st,1924

Cash	21,266.59	Gordon Fund	3,497.93
Main Street Real Estate	350,000.00	Academy of Medicine	332.36
Spring " " "	70,000.00	Reynolds Library	897,242.36
Library Card Index	17,000.00		
Library Books	133,419.68		
Library Furniture	10,548.88		
Bonds	272,338.00		
Mortgages	26,500.00		
	<u>901,072.65</u>		
			<u>901,072.65</u>

ANNUAL MEETING OF THE BOARD OF TRUSTEES OF REYNOLDS LIBRARY
Held at the Library, June 13, 1924.

Present: Messrs. Alling, Bacon, Carnahan, Davis,
Dewey, Harris, Landsberg, Rhees, Weller, Wile, and Winn.

President Landsberg in the chair, and Mr. Davis
serving as Secretary pro tem.

The minutes of the previous annual meeting had
been approved.

Mr. Wile presented the annual report for the Prop-
erty Committee, showing total rents received of \$58,494.51,
total expenditures of \$36,255.24, leaving a balance of
\$22,239.27. Of the Property Committee's appropriation of
\$38,000 there was left unexpended a balance of \$1,744.76.
The report was ordered received and filed.

On motion duly seconded the Property Committee was
voted an appropriation of \$41,000.

Dr. Dewey presented the annual report of the Library
Committee, showing a net increase of 1160 volumes, total
number of volumes catalogued and shelved 91,056. Attendance
in Library 50,359, and in Reading Room 50,491. Whole number
of books drawn 46,163 of which 37,495 were for House use
and 8,668 for Hall use. Cards used during the year 4,289.
Percentage of fiction circulated 58%, of fiction in circu-
lating department 11%. The annual expenditures of the
Library were \$15,925.27, for the Reading Room \$2,019.56,
making a total of \$17,944.83. Returned to the Treasurer
\$1,055.17. Gordon Fund \$3,361.95. Balance of Medical Fund
\$332.36.

Dr. Dewey made special mention of the gift of Mr. Francis B. Mitchell of a complete file of bound volumes of the Rochester Post Express, with many other bound volumes of periodicals and other important books. He also reported that the insurance on the library proper for the three years ending May 21, 1927, was increased from \$30,000 to \$100,000 on the building, from \$108,500 to \$118,000 on the books, and decreased from \$19,500 to \$17,500 on the card catalogue.

The Library Committee's report was ordered received and filed.

On motion duly made and seconded the Library Committee was voted an appropriation of \$17,000.

Motion to employ the Superintendent for another year at the same salary was adopted.

Motion made and seconded that the Secretary cast a single ballot for the re-election of all officers for another year, but on Dr. Landsberg's explaining his inability to serve the Library longer as its president, the motion was withdrawn. Mr. Carnahan was nominated for president and duly elected.

Judge Carnahan took the chair.

Motion made and seconded that the Secretary be requested to prepare a minute for the records of Dr. Landsberg's services as President of Reynolds Library. Carried.

On motions duly made and seconded, Dr. Rhees was elected first vice-president, Mr. Alling second vice-president, Mr. Amstice treasurer, and Dr. Slater secretary.

There being no further business the meeting was adjourned.

Secretary pro tem.

REGULAR QUARTERLY MEETING OF THE BOARD, OCTOBER 10, 1924

Held at the Library, 4 p.m. Present, Messrs. Anstice, Bacon, Carnahan, Davis, Dewey, Landsberg, Miner, Rhees, Slater, Weller, Wile, Winn.

President Carnahan in the chair. The minutes of the last quarterly meeting and of the annual meeting were read and approved.

The report of the Finance Committee, presented by Mr. Miner, set forth the substance of the audit made by Wilson and Heye, public accountants, of the financial status of the Reynolds Library as of May 31, 1924. This audit report of Wilson and Heye included the statement that "the investments aggregating \$298,838 have been examined by us in the presence of your treasurer, Mr. Mortimer R. Anstice, under date of August 12, 1924. They are held in a safe deposit box of the Security Trust Co. All bonds were produced for our inspection." Wilson and Heye also make the following statement in a later portion of their report: "We would suggest that a careful survey be made on all insurance policies, as there seems to exist an uncertainty as regards fire and all other insurance. Fire insurance on your Main Street East property of \$200,000 appears to be excessive, considering the sound value of the building." The auditors also comment on the fact that in the treasurer's books no account is taken of depreciation in the value of the books, furniture, and card index of the Library.

Regarding the above criticism on the amount of fire insurance carried on the Arcade and on the Spring Street

property, it was pointed out by Mr. Miner and by others present in the meeting that the subject of fire insurance had recently been made the subject of careful attention both by the Property Committee and by the Library Committee, and that the figures adopted in both cases were adopted after mature consideration. Concerning the matter of depreciation in the books and furniture in the Library building, a reply was made later in the meeting by Dr. Dewey in the report of the Library Committee.

After presenting the report of Wilson and Heye, Mr. Miner also offered on behalf of the Finance Committee the following proposed amendments to the By-Laws:

Section 6, concerning the duties of the Treasurer, sub-section (2), to be amended to read as follows, new matter being underscored:

(2) He shall, with the exception of the limited powers hereinafter conferred on the Superintendent of Productive Property, be the only disbursing officer of the Board, and shall expend no money from the treasury except in accordance with the appropriations designated by the Board of Trustees, and in payment of bills duly certified to him by the Chairman of the Library Committee, the Chairman of the Property Committee or the Chairman of the Finance Committee."

Also the following addition to sub-section(4) of Section 6:
"Pursuant to like action by the Finance Committee, he may establish a special deposit account in the name of The Reynolds Library, and may delegate to the Superintendent of Productive Property the power to draw thereon in discharge of current liabilities, payment of which cannot conveniently await action

by the Treasurer. Checks on said special account shall be signed in the corporate name by the Treasurer as such or by the Superintendent of Productive Property as such Superintendent."

Also, sub-section (6) of Section 6 shall be amended to read as follows, new matter being underlined:

(6) "He, and the Superintendent of Productive Property, shall each give a bond for the faithful performance of the duties of his office for such an amount as the Finance Committee may annually determine; the cost of such bond to be met by the Library."

Mr. Anstice, in connection with the proposed amendments to the By-Laws, suggested another, which would substitute the word "receipt" for the words "receipted bill" in the section concerning the payment of bills by the Treasurer, inasmuch as bills are now paid by voucher checks which serve as receipts and render receipted bills unnecessary.

The chair announced that all these four proposed amendments will lie on the table until the next meeting.

The report of the Finance Committee was ordered received and filed.

The report of the Property Committee, presented by Mr. Wile, showed receipts from Arcade rents for the four months ending September 30, 1924, of \$19,496.65; expenditures of \$4,820.70; unexpended balance of appropriation \$36,179.30. The report was ordered received and filed.

The report of the Library Committee, presented by Dr. Dewey, showed for the four months ending September 30, 1924, a net increase of 350 volumes, total number of volumes catalogued and shelved 91,406; expenditures for the Library of

\$3,984.05 and for the Reading Room \$547.38, total \$4,531.43. Unexpended balance of appropriation \$12,468.50.

Dr. Dewey also reported for the Library Committee that the criticism of Wilson and Heye upon the amount of insurance carried on the Library building and contents, and upon the policy of not writing off any depreciation on the books in the Library, was not justified. He reminded the Board of the consideration of the subject of insurance at the April meeting, in accordance with which the new policies written in May were based; and considered that the comment of Wilson and Heye on the matter of fire insurance was made without adequate information as to the facts. Concerning depreciation he stated, first, that so far as the furniture and other physical property of the Library aside from books are concerned, they are kept in good repair from year to year, and would cost more to replace to-day than the original cost. Regarding depreciation of library books he reported that an investigation of this subject was carried out by the Library Committee in 1918 upon request of the Board; that correspondence with librarians of important libraries throughout the country showed a lack of any uniform policy; and that further inquiry at this time confirms the previous judgment of the Library Committee that depreciation in a collection like the Reynolds is offset by appreciation of the rarer books and by gifts.

The report of the Library Committee was ordered received and filed.

The report of the Treasurer, presented by Mr. Anstice, showed for the four months ending September 30 receipts from Arcade rents of \$19,496.65, from interest on bonds \$3,970.07, from rebate on cancelled rent insurance \$706.73, total \$24,173.45; expenditures for the Property Committee \$4,820.70, for the Library Committee \$4, 531.43. Balances in banks, \$36,087.91. The report was ordered received and filed.

Mr. Anstice read a letter from the secretary of the First Ward Improvement Association, to which the Reynolds Library has for several years contributed a membership fee of \$10 a year, announcing a new policy of raising increased funds for the association by means of a voluntary assessment at the rate of twenty cents for each \$1,000 of assessed valuation of property-owners in the ward. Such a contribution for the Reynolds Arcade would amount to \$105. Mr. Wile stated that neither the Property Committee nor the Treasurer felt justified in approving an expenditure of this amount without special order from the Board. After discussion it was moved by Mr. Winn, seconded and carried that the Property Committee should reply that the Reynolds Library is willing to continue its annual payment of \$10 to the First Ward Improvement Association, but that they do not feel warranted in spending the money of the Library for such a voluntary assessment as is now proposed.

The chair, under the head of reports of special committees, inquired if any report were yet ready from the special conference committee, consisting of Dr. Dewey, Dr. Rhees, Mr. Davis, and Mr. Anstice, appointed at the January meeting

in compliance with the request of Mr. Charles H. Wiltsie to confer with a committee representing the Rochester Public Library on questions affecting the future relations of the two libraries. Dr. Dewey, chairman, reported that no meeting of the committee had yet been held, partly because of absence from the city at various times of Dr. Rhees and of Mr. Wiltsie, but chiefly because of an apparent lack of any common basis or tangible proposal on which a joint meeting of committees could profitably be undertaken. President Carnahan reported several informal interviews which he had had with Mr. Wiltsie, and stated that in the opinion of the chair, although the plan of cooperation or merger heretofore suggested by Mr. Wiltsie was wholly impracticable, yet courtesy would require that some kind of answer should be given by the Board to the request for a joint meeting of committees. Question having been raised concerning the language of the motion upon which the conference committee was appointed, the secretary read from the minutes of the January meeting bearing upon Mr. Wiltsie's communication the statement that "The matter was referred for consideration and report to a special conference committee consisting of Dr. Dewey, Dr. Rhees, Mr. Davis, and Mr. Anstice . . . to work with a similar committee from the Board of Trustees of the Rochester Public Library in making a careful and thorough study and survey of the whole library problem as it exists in the city of Rochester."

Mr. Davis moved the adoption of a resolution calling for the discharge of the present conference committee and the

appointment of"another committee consisting of the President as chairman and four other members of the Board to be named by the President . . (a) to determine our requirements for stacks, reading rooms and administration offices, with due regard for expansion in the future, (b) to determine the possibility of meeting these requirements by making changes in or additions to the present building, (c) to determine the possible danger of overloading the floors, and the fire risk involved in further expansion in our present building, (d) to determine our resources available for erecting in the near future a new building on the library property that will make adequate provision for the growth of the library and afford modern library facilities for its use by the public, without reducing our capital fund below a sum that will yield an income sufficient to maintain the library and to continue our policy of expansion, (e) to determine the restrictions and limitations imposed upon the Trustees by Mr. Reynolds's will and the Act of Incorporation, (f) to confer with the city officials and a committee of the Rochester Public Library, for the purpose of ascertaining whether the city is prepared to provide a building for Reynolds Library in a secure tenure, on terms that will perpetuate its identity, and will preserve intact that discretionary power over the funds of the trust and the administration of the library that is vested in the Trustees by the terms of the will and the Act of Incorporation, and (g) to report its findings and recommendations."

Mr. Davis's motion was seconded and the resolution debated. Although the dissent which developed centered wholly upon the one section (f) of the resolution calling for a conference, and although no objection was raised to the collecting of the information about the means by which the expansion of the present Library is to be met, yet no motion was made calling for a division of the resolution. The resolution was lost by a vote of five in the negative and four in the affirmative, the mover of the resolution and the chair voting in the negative, and three trustees having left the meeting before the vote was taken.

A motion was then made by Mr. Davis and seconded by Mr. Bacon that the present conference committee be discharged. When it was pointed out that the effect of this motion, after the vote just taken, would be to reverse the action taken by the Trustees at the January meeting, Mr. Bacon withdrew his second to the motion.

These lost motions are entered in the minutes in order to make clear the record on the point that the conference committee appointed in January still holds, and has not yet made a final report.

The secretary, pursuant to the order entered at the June meeting that he prepare a minute on the retirement of Dr. Landsberg from the presidency of the Board, presented the following minute, which was adopted:

"Dr. Landsberg having at the last annual meeting declined reelection as president of the Board, the Trustees desire to place upon record their grateful appreciation of

his long service in this capacity. Dr. Landsberg was one of the original trustees of the Reynolds Library. He served from the beginning on the Library Committee, and had much to do with forming the policy by which a fine reference collection was built up here in the early days. In 1912, upon the retirement of Dr. Samuel A. Lattimore from the presidency, Dr. Landsberg, then first vice-president, was elected to succeed him, and has for these twelve years stood at the head of the organization. For his constant interest and wise judgment the Board is indebted for much of the success that has attended the enterprise."

Meeting adjourned.


Secretary