

THE REYNOLDS LIBRARY

**Charter, Amendments and By-laws
effective October 20, 1944**

Revised

Dec. 1949

THE REYNOLDS LIBRARY

Charter, Amendments and By-laws effective October 20, 1944

Charter, as originally enacted, Laws of New York, 1884, Chapter 9

SECTION 1. Martin Brewer Anderson, Josiah Anstice, Theodore Bacon, Arthur Cleveland Coxe, George Ellwanger, Daniel T. Hunt, Max Landsberg, Samuel A. Lattimore, Donald McNaughton, Edward Mott Moore, William C. Morey, Geo. E. Mumford, Howard Osgood, Gilman H. Perkins, Mortimer F. Reynolds, William C. Rowley, Hiram Sibley, Samuel Sloan, Don Alonzo Watson, Frederick A. Whittlesey, and their successors, are hereby constituted, and shall forever continue to be, a body corporate by the name of "The Reynolds Library."

SECTION 2. The said body corporate shall possess all the powers and privileges of a corporation as conferred by the laws of this state, and as granted by this act.

SECTION 3. Such powers and privileges shall be exercised by the members of said corporation, who shall be known as trustees, and shall hold regular meetings as often as once in each month.

SECTION 4. Any vacancies which may at any time occur in said corporation, by death, resignation or otherwise, may be filled by ballot by the remaining members thereof. No person shall be eligible unless openly nominated at a regular meeting next preceding that at which the election is held. The concurrence of two-thirds of the remaining members shall be necessary to a choice.

SECTION 5. The place of any trustee who shall fail to attend six consecutive meetings, duly called, shall thereby become vacant. But such trustee may be re-elected to the vacancy thus made.

SECTION 6. Said trustees shall have power at a meeting named for the election of members, to reduce their number by refusing to fill vacancies, by a vote of two-thirds of the actual members to that effect, and in like manner to repeat such reduction from time to time to a number not less than eleven.

SECTION 7. The purposes of said corporation are to establish and maintain a public library and reading room, and, so far as may seem to the trustees to be 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.

SECTION 8. For the uses and purposes aforesaid, the said corporation is authorized to take by grant, devise, bequest or otherwise, and to hold, lease, sell and convey real and personal property; and such property, while the same shall be owned by said corporation, shall be subject to taxation, in pursuance of general laws, applicable equally to all corporations for library purposes in this state, and not otherwise.

SECTION 9. In case of any failure to elect trustees as herein provided, the said corporation shall not therefor be dissolved; but the remaining trustees, even though less in number than a quorum, shall meet and fill the vacancies.

SECTION 10. The said trustees shall have power to adopt by-laws, not inconsistent with the laws of this state, for the management of the affairs of the corporation, to modify the same from time to time, and to provide thereby for the protection of the books, papers, periodicals and other personal property of said corporation.

SECTION 11. The said trustees shall elect one of their own number to preside over them, who shall hold such office during their pleasure; and they may also appoint, and at any time remove, a secretary, a treasurer, and such other officers as their business may require. The trustees shall not receive any compensation for their services.

SECTION 12. The said corporation shall not contract any pecuniary obligations for any year to any greater amount, in addition to sums given to it for the specific purpose for which such obligation is incurred, or reserved from the income of previous years for such purpose, than one-half the estimated net income at its disposal for such year; it being intended hereby that such corporation shall never be in debt beyond the amount of funds already provided to meet such obligations, together with one-half of its net annual income. For any debt incurred beyond such limitation the said corporation shall not be liable, but such trustees as voted in favor of contracting such debts shall be personally liable for the excess thereof.

SECTION 13. The supreme court shall possess and exercise a supervisory power over the corporation aforesaid, and may at any time, on reasonable notice of application therefor to the trustees, compel from them a full account of the execution of their trust; and they shall at any time render such account upon the request of either branch of the legislature.

SECTION 14. Chapter two hundred and seventy-two of the laws of eighteen hundred and eighty-two, entitled "An Act to incorporate the Reynolds Library in the City of Rochester," is hereby repealed.

SECTION 15. This act shall take effect immediately.

AMENDMENTS TO CHARTER

Laws of N. Y.—1895—Chap. 704

AN ACT to enable the Reynolds Library to borrow money and to provide for the repayment thereof.

Became a law May 22, 1895, with the approval of the Governor. Passed, three-fifths being present.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. The Reynolds library, incorporated by chapter nine of the laws of eighteen hundred and eighty-four, is hereby authorized to borrow a sum not exceeding five hundred thousand dollars, for the purpose of improving the property of said corporation.

Section 2. The said corporation is authorized and empowered to execute its obligation or obligations under its corporate seal and the hands of its president and secretary, providing for the repayment of the sum so borrowed, together with interest thereon at such rate, and at such time or times, as may be agreed upon; and such obligation or obligations shall provide for the repayment of such principal and interest in gold coin of the United States of the present standard weight and fineness.

Section 3. The said corporation is further authorized and empowered to execute in manner and form aforesaid, as collateral security for the payment aforesaid, its mortgage deed upon the real property of said corporation, or such part thereof as may be agreed upon, to the lender of the money so borrowed, or to a trustee for the benefit of lenders thereof, conditioned for the repayment of the principal and interest moneys aforesaid according to the tenor and effect of the obligation or obligations hereinbefore provided for, and with such further terms and conditions as may be apt and convenient for the better security of the said lender or lenders, and as may be mutually agreed upon.

Section 4. The twelfth section of the aforesaid act of incorporation shall not apply to the transactions hereby authorized, but, except as hereby specifically provided, the said act of incorporation is continued in full force and effect.

Laws of N. Y.—1911—Chap. 239

AN ACT to amend chapter nine of the laws of eighteen hundred and eighty-four, entitled "An act to incorporate the Reynolds' library in the city of Rochester," in relation to times for holding regular meetings of the trustees of said library.

Became a law June 2, 1911, with the approval of the Governor.
Passed, three-fifths being present.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. Section three of chapter nine of the laws of eighteen hundred and eighty-four, entitled "An act to incorporate the Reynolds' library in the city of Rochester," is hereby amended so as to read as follows:

Section 3. Such powers and privileges shall be exercised by the members of said corporation, who shall be known as trustees, and shall hold regular meetings ¹on the second Fridays of January, April, June and October, or at such times as the by-laws may provide.

Section 2. This act shall take effect immediately.

Laws of N. Y.—1932—Chap. 629

AN ACT to amend chapter nine of the laws of eighteen hundred eighty-four, entitled "An act to incorporate the Reynolds Library in the city of Rochester," in relation to administering the affairs of the corporation, and repealing section twelve of said chapter nine.

Became a law April 5, 1932, with the approval of the Governor.
Passed, three-fifths being present.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. Section eight of chapter nine of the laws of eighteen hundred eighty-four, entitled "An act to incorporate the Reynolds library in the city of Rochester" is hereby amended to read as follows:

¹ Remainder of sentence formerly read: "as often as once in each month."

Section 8. For the purposes aforesaid, said corporation is authorized to take by grant, devise, bequest or otherwise, and to hold, lease, sell and convey real and personal property; and such property, while the same shall be owned by said corporation, shall be subject to taxation, in pursuance of general laws, applicable equally to all corporations for library purposes in this state, and not otherwise. Said corporation is further authorized to borrow money for any of the purposes aforesaid, or for the purpose of altering, repairing or removing any building or buildings upon any real property owned by it, or of constructing any new building or buildings upon any such real property, or for any one or more of such purposes. Said corporation may issue and dispose of its obligation or obligations for any amount so borrowed and may, from time to time, mortgage or pledge all or any part of its property to secure the payment of any such obligation or obligations; provided, however, that no such mortgage of real property shall be made without leave of the supreme court in the judicial district in which the real property so mortgaged is located, such leave to be procured pursuant to the requirements of article five of the general corporation law. In the absence of fraud or bad faith, the trustees of said corporation shall not be personally liable for any of its debts, obligations or liabilities.

Section 2. Section twelve of said chapter nine of the laws of eighteen hundred eighty-four is hereby repealed.

Section 3. This act shall take effect immediately.

Laws of N. Y.—1934—Chap. 61

AN ACT to amend chapter nine of the laws of eighteen hundred eighty-four, entitled "An act to incorporate the Reynolds Library in the city of Rochester," in relation to its powers and purposes and the administration of the affairs of the corporation.

Became a law March 15, 1934, with the approval of the Governor. Passed, three-fifths being present.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. Chapter nine of the laws of eighteen hundred eighty-four, entitled "An act to incorporate the Reynolds Library in the city of Rochester," is hereby amended by adding thereto a new section, following section eight thereof, to be section eight-a, to read as follows:

Section 8-a. Said corporation shall have power to combine the whole or any part of its library and reading room facilities with similar facilities of the public library now or hereafter maintained by the city of Rochester in such manner and upon such terms and conditions as may be set forth in a written agreement between said corporation and said city. Such agreement may thereafter be modified, from time to time, in such manner and to such extent as may be agreed in writing between said corporation and said city. The exercise by said corporation of the powers hereby conferred shall not operate as a forfeiture of the charter or of any charter powers of said corporation.

Section 2. This act shall take effect immediately.

BY-LAWS

ARTICLE I

Board of Trustees

Section 1. The Board of Trustees shall consist of not more than twenty and not less than eleven members. Vacancies occurring in the Board may be filled by ballot by the remaining members thereof. No person shall be eligible for election unless openly nominated at a regular meeting preceding that at which the election is held. The concurrence of two-thirds of the remaining members shall be necessary to a choice.

ARTICLE II

Meetings of the Board

Section 1. Regular meetings of the board shall be held as follows:

(a) The annual meeting shall be held ^{during the month of May} ~~on the first Friday in February~~ of each year.

* (b) ^{A Semi-annual meeting shall be held in June or July at} ~~Quarterly meetings shall be held on the second Fridays of April, June and October. The convenience of the Board.~~

Revised
7 Nov. 1951

Section 2. Special meetings of the Board may be called by the Secretary at any time upon the request of the President or of the Chairman of any standing committee.

Section 3. At all meetings of the Board seven (7) trustees shall constitute a quorum.

Section 4. Written notice of each regular or special meeting shall be mailed by the Secretary to each trustee at least three days before such meeting.

ARTICLE III

Officers

Section 1. The officers of the corporation shall be a President, a First Vice-President, a Second Vice President, a Secretary, a Treasurer, and an Assistant Treasurer, all of whom shall be elected by ballot at the annual meeting of the Board. In addition to the foregoing, the Board may, by resolution, appoint such other officers, agents or employees, as it

* Revisions adopted Feb. 13, 1948

shall deem necessary, each of whom shall hold his office for such term and shall have such powers and perform such duties as shall be prescribed from time to time by the Board.

Section 2. The officers shall be elected for the term of one year and shall hold office until their successors are elected and have qualified. Any vacancy occurring in any office may be filled for the unexpired term by the Board at any regular or special meeting.

Section 3. The President shall exercise general supervision over the interests of the corporation. He shall preside at all meetings of the Board and shall appoint all standing and special committees, except those appointed by resolution of the Board.

Section 4. The Vice-Presidents, in the absence or disability of the President, shall, in the order of their seniority, exercise all the duties of that office, and shall at other times render such assistance to the President as he shall deem advisable.

Section 5. The Secretary shall keep a correct and permanent record of the proceedings of each meeting of the Board, including a list of all subjects referred to standing and special committees. He shall furnish to any member of the Board, upon request of such member, any information desired regarding the official action of the Board. He shall cause notice to be given of all meetings of the Board, and shall act as the correspondent of the Board in all matters not coming within the province of the several committees. He shall take charge of all official papers, records, and documents of the corporation not belonging to the jurisdiction of any committee or other officer.

Section 6. The Treasurer shall be the general custodian of all moneys and funds belonging to the corporation.

(1) The treasurer, or the Assistant Treasurer, as hereinafter provided, shall collect all income and sums due the corporation; and shall be the only disbursing officer of the corporation; provided, however, that the Treasurer may, if so directed by resolution of the Board, establish and maintain a special deposit account in the name of the corporation, to be drawn upon by such officer or employee of the corporation as may be designated in such resolution.

(2) The funds of the corporation shall be expended only in accordance with appropriations of the Board, and in payment of bills duly

certified to the Treasurer by the Chairman or Vice-Chairman of the Library Committee, ~~the Property Committee~~, or the Finance Committee, respectively, or of any special committee appointed by the Board with power to expend funds appropriated for its use.

X (3) He shall have, under the direction of the Finance Committee, the care and custody of all the securities of the corporation, including all deeds, bonds, mortgages, contracts, legal papers, and documents belonging to the corporation, except as provided for by the Finance Committee, and shall, when so instructed in writing by the Finance Committee, sell and transfer any securities owned by the corporation, and shall execute, under the corporate seal of the corporation, all instruments necessary or incidental to the transfer of such securities, no special resolution of the Board being required in such cases. He shall keep a record of all transactions of the Finance Committee, and shall report the same to the Board at its next regular meeting following any such transaction.

(4) He shall keep an accurate record in complete detail of all investments, income, and expenditures of the corporation, and shall furnish, upon request, complete and detailed reports to the President and to the Finance Committee on budgets, investments, and other matters as to which they may seek information. His books shall be open at all reasonable times to inspection by members of the Finance Committee.

(5) He shall, at the expense of the corporation, give bond for the faithful performance of his duties in such amount as the Board shall direct, and his books shall be audited annually by public accountants approved by the Finance Committee.

(6) He shall keep the funds of the corporation deposited in its name in such bank or banks, trust company or trust companies, for such general or special purposes as the Finance Committee may, from time to time, designate.

(7) He shall present to the Board at its regular meetings in April, June, and October of each year, a written report of receipts and expenditures, and at the annual meeting a similar report for the entire fiscal year, together with a statement of assets and liabilities, and a schedule of securities owned by the corporation.

→ Section 7. In the absence or inability of the Treasurer to act, the Assistant Treasurer may receive and deposit funds of the corporation,

(8) He shall be allowed reasonable expenses for such costs in connection with his office and no such costs shall be borne by him personally.

and may sign checks in payment of bills approved in accordance with the provisions of Section 6, Sub-section (2) of this article. He shall have such other powers and perform such other duties as may be prescribed from time to time by resolution of the Board. He shall give bond for the faithful performance of his duties in such amount as the Board shall direct, the cost of such bond to be paid by the corporation.

ARTICLE IV

Standing Committees

Section 1. Subject to the right of the President to appoint special committees for special purposes, the active control of the affairs of the corporation shall be entrusted to ^{four} ~~four~~ committees, namely: A committee of general supervision, called the Executive Committee, and ^{three} ~~three~~ committees of special administration, called respectively, ~~the Property Committee~~, the Library Committee, and the Finance Committee. Such committees shall be appointed by the President at or following each annual meeting of the Board.

Section 2. The Executive Committee shall consist of ^{three} ~~three~~ members. It shall be the duty of the Executive Committee to act on all matters which may be referred to it by the Board, and it may, in intervals between the meetings of the Board, transact any business which the Board is empowered to transact, except election of members of the Board or amendment of the By-Laws.

Section 3. The Property Committee shall consist of five members. The duties of the Property Committee shall be the preservation, management, and general control of all that part of the real estate belonging to the corporation which is intended to yield an income. The Property Committee shall have power to employ such persons as may be necessary in the management of said property, any such employee handling money belonging to the corporation to be bonded for the faithful performance of his duties in such amount as shall be determined by the Committee. The Property Committee shall give instructions as to the execution of leases. The Property Committee shall submit to the Board at its regular meetings in April, June and October, quarterly reports of income and expenditures, and shall likewise submit at the annual meeting of the Board a complete report for the entire fiscal year, together with a budget showing estimated income and expenses for such property for the ensuing year. The

~~Property Committee~~ shall not, in any year, incur indebtedness in excess of the amount appropriated by the Board for its use during such year.

Section 4. The Library Committee shall consist of three or more members. Its duty shall be to keep the members informed on the condition, number, additions and withdrawals of the books in the Reynolds Reference Library and the number, type and general use of films in the Reynolds Audio-Visual Division of the Rochester Public Library.

The Library Committee shall make an annual and semi-annual report to the Board.

Section 5. The Finance Committee shall consist of three ^{or more} members. The duties of the Finance Committee shall be to see that all general funds of the corporation shall be invested and employed in harmony with the powers granted by the charter of incorporation, and that all special funds shall be invested and employed in accordance with the expressed purpose of the donor or donors from whom such special funds have been received; to consult with the President and Treasurer in regard to the sale of any securities owned by the corporation; to supervise the financial methods adopted by the Treasurer, the Library Committee, and the ~~Property Committee~~, in accounting for^{1w4} receipts and expenditures; and to assist in the preparation of a consolidated budget to be submitted to the Board at its annual meeting by supplying to the Board a budget of any income and expenses for the ensuing year not covered by the budget of any other committee. The Finance Committee shall keep a book of records of its meetings and transactions and shall report such transactions at each regular meeting of the Board. It shall cause the Treasurer's accounts to be properly audited and to have the securities belonging to the corporation checked and accounted for at least once in each year.

ARTICLE V

Appropriations of the Board

Section 1. No funds belonging to the corporation shall be expended for any purpose, except in accordance with appropriations made by the Board, and no indebtedness shall be incurred in excess of available appropriations.

Section 2. The appropriation of funds to be expended shall be based upon budgets presented by the Chairmen of the several committees at the annual meeting of the Board.

Section 3. Upon the request of any committee, special appropriations may be made by the Board at any regular meeting of the Board to meet the further need of such committee, if in the judgment of the Board such additional appropriation seems desirable.

ARTICLE VI

Amendment of By-Laws

Section 1. These By-Laws may be amended, from time to time, by a two-thirds vote of the members present at any regular meeting of the Board, provided that the proposed amendment has been submitted to the Board at a regular meeting immediately preceding its adoption.

members present

THIS AGREEMENT, made this 16th day of January, 1948, by and between The City of Rochester, a municipal corporation, existing under and by virtue of the laws of the State of New York, and The Reynolds Library, a corporation organized and existing under Chapter 9 of the Laws of 1884 of the State of New York, as amended,

W I T N E S S E T H:

WHEREAS, the parties hereto, on December 29, 1933, entered into a certain contract, appearing on pages 425-428 of the Council Proceedings for the year 1933, execution of which by the City Manager was authorized by Ordinance No. 3893, adopted December 26, 1933, and

WHEREAS, it is the mutual desire of the parties hereto and thereto that paragraph "Fifth" of said contract be modified to provide additional purposes for which moneys paid to the City by The Reynolds Library may be utilized;

NOW, THEREFORE, the parties hereto agree that paragraph "Fifth" of said contract be, and the same hereby is amended and modified by striking the period from the end of the final sentence of said paragraph, substituting therefor a comma, and adding thereto the following words:

"and/or for the establishing, equipping, maintaining and operating (including the hire of employees) in the Rundel Memorial Building, of an Audio-Visual Division, to be known as "The Reynolds Audio-Visual Division of the Rochester Public Library".

IN WITNESS WHEREOF the parties hereto have caused these presents to be duly executed by their respective officers thereunto duly authorized, and their respective corporate seals to be hereto

affixed the day and year first above written.

THE CITY OF ROCHESTER

489.
By Louis B. Cartwright
City Manager

THE REYNOLDS LIBRARY

By Mortimer T. Carter
President

STATE OF NEW YORK :
COUNTY OF MONROE : SS.
CITY OF ROCHESTER :

On this 24th day of January, 1948, before me, the subscriber, personally came Louis B. Cartwright, to me known, who being by me duly sworn, did depose and say that he resides in the City of Rochester; that he is the City Manager of the City of Rochester, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to such instrument is such corporate seal; that it was so affixed by virtue of the statutes of the State of New York, in such case made and provided, and by Ordinance No. 48-5, adopted by the Council on January 13, 1948 and that he signed his name thereto by virtue of such authority.

Evelyn A. Urte

EVELYN A. URTEL
NOTARY PUBLIC, State of N. Y., Monroe Co. No. 2700
Comm. Ex. 12 48

STATE OF NEW YORK :
COUNTY OF MONROE : SS.
CITY OF ROCHESTER :

On this 23rd day of January, 1948, before me
personally came Mortimer R. Austice, to me known, who,
being by me duly sworn, did depose and say that he resides in
the City of Rochester, that he is the
President of The Reynolds Library, the corporation described in
and which executed the above instrument; that he knows the seal
of said corporation; that the seal affixed to said instrument is
such corporate seal; that it was so affixed by order of the
Board of Directors of said corporation, and that he signed his
name thereto by like order.

Frank J. Goodwin

FRANK J. GOODWIN
Notary Public in the state of New York
Monroe County Register No. 1694
Commission Expires March 30, 1949

THIS AGREEMENT made this 15th day of February, 1950, by and between THE CITY OF ROCHESTER, a municipal corporation organized and existing under Chapter 755 of the Laws of the State of New York of 1907 and amendments thereto (hereinafter sometimes called the "City"), party of the first part, and THE REYNOLDS LIBRARY, a corporation organized and existing under Chapter 9 of the Laws of said State of 1834 and amendments thereto (hereinafter sometimes called the "Library"), party of the second part,

W I T N E S S E T H:

WHEREAS, the parties hereto have heretofore entered into an agreement dated December 29, 1933, providing for combining the public libraries of said parties; and

WHEREAS, said agreement contained the following recitals which are herewith set forth verbatim as a portion of the recitals to THIS AGREEMENT:

"WHEREAS, Mortimer F. Reynolds, as a pioneer in the field of public libraries, caused the Library to be organized, and himself provided the endowment by means of which the Library, in the year 1834, established and has ever since continuously maintained a free library and reading room for the benefit of the citizens of Rochester as a memorial to said Mortimer F. Reynolds, his father Abelard Reynolds, and his brother William Abelard Reynolds; and

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"WHEREAS, subsequently, in the year 1911, the City, under authority of its charter, established, and ever since has continuously maintained and developed its free public library with branches for the benefit of said citizens, so that said citizens now have available two separate and distinct free library systems; and

"WHEREAS, the Library has been duly registered by the Regents of the University of said State of New York; and

"WHEREAS, in the judgment of the parties hereto, the interests of said citizens will best be served by uniting said libraries, to the end that duplication of effort and expense may be avoided, and a single library system may be developed to the greatest extent possible by the combined resources of the parties hereto; and

"WHEREAS, the parties hereto desire that the memorial to the Reynolds family hereinabove referred to shall be appropriately preserved and perpetuated in connection with such single library system;" and

WHEREAS, the City has constructed and is maintaining "The Rundel Memorial Building," being its central public library and fine arts building located at the northwest corner of South Avenue and Court Streets in the City of Rochester, has established and is maintaining the "Reynolds Reference Library", being the Reference Department of said central library, and has erected and is maintaining a tablet in said building in commemoration of said Mortimer F. Reynolds and his said father and brother; and

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WHEREAS, pursuant to said agreement dated December 29, 1933, the Library has delivered to the City certain books, periodicals and library materials, the Library retaining title to such books, periodicals and library materials, and stipulating that any books, periodicals or library materials thereafter purchased by the City with funds supplied by the Library should be and remain the property of the Library; and

WHEREAS, the parties hereto entered into an agreement dated January 16, 1948 modifying paragraph Fifth of said agreement dated December 29, 1933 so as to establish "The Reynolds Audio-Visual Division of the Rochester Public Library"; and

WHEREAS, pursuant to said agreement as so modified, the Library in the year 1948 paid over to the City ten thousand dollars (\$10,000) and in the year 1949 an additional ten thousand dollars (\$10,000) for establishing, equipping, maintaining and operating said Audio-Visual Division; and

WHEREAS, said parties now desire further to modify said agreement as so modified, so as to vest in the City title to all said books, periodicals, library materials and audio-visual equipment, whether delivered by the Library to the City, or purchased by the City with funds heretofore or hereafter supplied by the Library to the City; also, so as to eliminate from the original agreement certain provisions which have become academic since the date thereof; and, further, so as to effect certain other amendments and supplements; and

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WHEREAS, the parties hereto deem it advisable to incorporate said agreement as so modified and the modifications now desired into THIS AGREEMENT so that the rights and obligations of the parties hereto shall be contained in a single document.

NOW, THEREFORE, in consideration of the premises and of the mutual agreements hereinafter set forth, the parties hereto hereby agree as follows:

First: The City agrees that it will continue to maintain the "Rundel Memorial Building," being its central public library and fine arts building located at the northwest corner of South Avenue and Court Streets in the city of Rochester, the "Reynolds Reference Library", being the Reference Department of said central library, the tablet erected in said building in commemoration of said Mortimer F. Reynolds, and his said father and brother, and "The Reynolds Audio-Visual Division of the Rochester Public Library."

Second: The Library agrees to pay over to the City in the year 1950, the additional sum of ten thousand dollars (\$10,000) for the use of "The Reynolds Audio-Visual Division of the Rochester Public Library", making the total amount paid over by the Library to the City for such Division the sum of thirty thousand dollars (\$30,000), in accordance with a resolution adopted by the Board of Trustees of the Library providing the necessary funds for the establishment of an audio-visual division in the Rochester Public Library.

The Library agrees that it will henceforth pay over to the City yearly at such time and in such manner as the Library's Board of Trustees shall determine, such portion of its net annual income as, in the judgment of the Library's Board of Trustees, shall be proper and reasonable. The City agrees to devote such net income so delivered to it for the objects and purposes of the Rochester Public Library, not inconsistent with the charter powers of The Reynolds Library. Such net income, however, shall not be used by the City for the payment of salaries or for the operating and maintenance expenses of any buildings. The City agrees that the Library shall have the right, if it desires, to allocate (by written direction made at the time of each payment hereunder) such net income among the various foregoing purposes and in the event of such an allocation, the City agrees to devote such net income accordingly.

Third: The City agrees that it will, in each calendar year, devote to the purchase of books and periodicals for said "Reynolds Reference Library" and the associated reference divisions of the City's central public library not less than ten thousand dollars (\$10,000), plus an amount equivalent to the amount paid over by the Library to the City in such year as hereinafter provided; it being understood, however, that in no event shall the amount required of the City hereunder exceed fifteen thousand dollars (\$15,000) in any calendar year.

Fourth: The Library hereby agrees that from and after the date hereof, all books, periodicals, library materials, audio-visual equipment, and equipment of any kind whatsoever

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heretofore or hereafter delivered by the Library to the City or purchased or to be purchased by the City with funds supplied by the Library shall be and remain the property of the City. To this end, the Library hereby assigns and transfers to the City all such books, periodicals, library materials, audio-visual equipment, and equipment. The parties hereto further agree that all books delivered by the Library to the City, as well as all books purchased with funds supplied by the Library shall be marked for identification with the Library book plate and that all audio-visual equipment so delivered and purchased shall be identified in a manner satisfactory to the Library. The City agrees that the Library may modify such book plate if its Board of Trustees deems the same necessary or desirable.

Fifth: The parties hereto further agree that one member of the Board of Trustees of Public Library of the City (or such other body as may hereafter exercise substantially similar functions) will be a person nominated by the Library and appointed to such Board by the authority exercising the power of appointing members of such Board (or such other body as may hereafter exercise substantially similar functions.)

Sixth: The parties hereto agree that said "Reynolds Reference Library" and "The Reynolds Audio-Visual Division of the Rochester Public Library" shall be administered by the

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City through its public library staff under the control of its Board of Trustees of Public Library (or such other body as may hereafter exercise substantially similar functions).

Seventh: In the event that the City shall at any time default in the performance of any obligation assumed by it, or of any condition imposed upon it, by the terms of this agreement, the Library shall have the option to terminate this agreement upon one year's notice in writing to the City, delivered to its mayor at the City Hall in said City of Rochester.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly executed by their respective officers thereunto duly authorized and their respective corporate seals to be hereto affixed the day and year first above written.

THE CITY OF ROCHESTER

BY

Louis B. Cartwright
City Manager

THE REYNOLDS LIBRARY

BY

William W. Austin
President

The foregoing agreement is hereby approved.

Board of Trustees of Public Library of the City of Rochester.

BY

John E. Long
President of Board of Trustees

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STATE OF NEW YORK
 COUNTY OF MONROE SS.:
 CITY OF ROCHESTER

On this 24th day of March, 1950, before me, the subscriber, personally appeared LOUIS B. CARTWRIGHT, to me known, who being by me duly sworn, did depose and say that he resides in the City of Rochester, New York; that he is the City Manager of the City of Rochester, the municipal corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to such instrument is such corporate seal; that it was so affixed by virtue of the statutes of the State of New York, in such case made and provided, and by Ordinance No. 50-53, adopted by the Council on February 14, 1950, and that he signed his name thereto by virtue of such authority.

STATE OF NEW YORK
 COUNTY OF MONROE SS.:
 CITY OF ROCHESTER

On this 24th day of March, 1950, before me, the subscriber, personally appeared MORTIMER R. ANSTICE, SR., to me known, who being by me duly sworn, did depose and say that he resides in the City of Rochester, New York, that he is the President of The Reynolds Library, one of the corporations described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

Gregg J. Merrill
 GREGG J. MERRILL
 NOTARY PUBLIC State of New York
 Commission Expires March 2, 1954

RPL - Reynolds
Library
Contracts &
Agreements



CITY OF ROCHESTER, NEW YORK

Office of the City Manager

May 20, 1968

Mr Harold S Hacker, Director
Rochester Public Library
115 South Avenue
Rochester, New York 14604

Dear Harold:

I have asked the Law Department to give me guidance on your request of May 2, 1968 as to whether city residence is required of the one member of the library board who is nominated by the Trustees of the Reynolds Library.

Mr Feldman has informed me that he finds no legal impediment to an appointment of a person recommended by the Reynolds' Library Board because of his or her lack of city residence. The contractual relationship and the lack of policy-making powers both figure into Mr Feldman's opinion.

Therefore, you may inform the Reynolds' Library Board that I will be pleased to consider their nominee to replace Mr Miner.

Cordially yours,


Seymour Scher
City Manager

SS:dr

May 2, 1968

Dr. Soymour Saher, City Manager
City Hall
Rochester, N.Y. 14614

Dear Sy:

A question has been raised by the Reynolds Library Board of Trustees that requires a legal opinion from the City regarding residence requirements for RPL trustees. I am sending you two copies of this memorandum and another copy to Bob Feldman. I will be grateful if you will give the matter your consideration and advise me of your position.

In February 1950, an agreement was entered between the City of Rochester and the Reynolds Library. Under the terms of the agreement, the Reynolds Library agrees to pay the income from its investments to the City for the purchase of films, recordings and audio visual equipment for the Reynolds Audio Visual Department and for book bonds and periodicals for the Information Services Division. He receives about \$45,000 in annual income for these purposes from the Reynolds Library.

In the fifth Paragraph of the Agreement, provision is made for the nomination of one of RPL's 6 trustees in, the Reynolds Library Board, said nominee to be appointed by the City Manager. (I am enclosing a xerocopy of that particular page of the agreement with my copy to Bob Feldman.)

The current Reynolds Library nominee to the RPL Board is Raulet Minor. Mr. Minor underwent major surgery in early 1967 and has been in ill health ever since. It is my understanding that he feels that it is time that he resigned from the Board. The Reynolds Library Board of Trustees was planning to nominate another person to succeed him. However, that person does not live within the city.

Under Section 2, Para. 17, of the City Charter, there reads as follows: "Nor shall any policy-making officer or employee as determined by the City Manager be an employee of the city unless he has a bona fide residence therein."

The question that I pose to you is whether the Reynolds Library nominee for RPL trusteeship must have a city residence. I can't believe that the Reynolds Library Board has any members who live in the city with the exception of Mr. Minor. Could a non-resident be appointed considering the special contractual agreement? Thanks very much.

Cordially,

David S. Hocker

NSH:ar



ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO VISUAL DEPARTMENT

SEMI - ANNUAL REPORT

SUMMARY OF STATISTICS

1 May 1969 to 31 October 1969

	May 1968 to October 1968	May 1969 to October 1969
16mm film loans	14,814	16,589
8mm film loans	1,712	1,851
Audiènce (16mm films(661,109	980,000
16mm films in collection		4,974
8mm films in collection		360
Filmstrips in collection		174
Film Registrations		1,209

Once again substantial gains have been reported in the use of RAVD films during the last six months as compared to the same period in 1968. 16mm film loans are up 1,775 over the same period last year! 8mm film loans are also up 139 over last year. RAVD seems to be experiencing what has truly come to be called The Age of McLuhan.

Some of our more noteworthy new films include: VALPARAISO, a beautiful poetic film on the capital of Chile by film maker, Chris Marker; THE CHICKEN, an "Oscar" winning film last year as best live action short; and OPUS, a survey of current British art, dance and drama.

Other outstanding additions to the collection include the Peter Drucker series on management, THE EFFECTIVE EXECUTIVE, which we anticipate considerable use by personnel training people in the community. Individual titles in the series are: Managing Time, What Can I Contribute, Focus on Tomorrow, Effective Decisions and Staffing for Strength. This series was produced by BNA Films who also produced the ever popular GELLERMAN MOTIVATION series, also having to do with areas of personnel management and training. Incidentally, all of these films will be listed in RAVD's soon to be released and completely revised Business Films for the Community, currently being prepared for distribution.

Another popular title should be PULL THE HOUSE DOWN which is all about the current unrest and disturbances going on in colleges and universities across the country.

One of our most popular films in recent months has been THE FISH STORY. FISH is an acronym for Friends in Service Here, a volunteer kind of organization dedicated to public service in helping people in the community who need assistance in case of an emergency. The FISH organization provide a 24 hour telephone information service where one may call and receive help with any kind of problem. FISH received its initial start in England by the Anglican Church and has now spread to this country with chapters across the country.

There has been increased interest by organizations and schools in films on Black America. An important new acquisition to the collection has been the series called OF BLACK AMERICA, originally sponsored by Xerox on television and covering such subjects as the history of slavery, black history and culture.

Interest in drugs and narcotics continues at an all time high with considerable interest by Mothers' groups as well as students and teachers. ABC and other inner city agencies have been asking for considerable assistance in program planning. Many film programs are being specially planned for Nursing Homes.

From September 22 - 26, 1969, RAVD sponsored the showing of 42 Blue Ribbon Winner films from the 1969 American Film Festival which was held in New York City, May 1969. Almost 500 people attended the daily showings from 11:00 a.m. to 3:00 p.m. On Wednesday evening, September 24, we showed repeats of several of the best films including: WHY MAN CREATES by Saul Bass; SKI THE OUTER LIMITS, which received the nomination as the Best Film of the 1969 American Film Festival; FLOWERS ON A ONE-WAY STREET, a sensitive portrait of hippie life in Canada produced by the National Film Board of Canada; PERMUTATIONS/EXPERIMENTS IN MOTION GRAPHICS, which is a fascinating look at computerized film making.

Our new cumulative catalog supplement is being prepared at present by RPL staff and we are hoping that it will be available soon for distribution; hopefully within the next few weeks.

We are very pleased with the close cooperation that has existed with the local Mental Health Chapter's Rehabilitation Program under our good friend, Paul Wexler. Our own recent experience was with a young man sent to us through this program three months ago. He is now a paid member of the RAVD staff. This program, I should explain, is designed to give individuals who have had mental problems an opportunity to become rehabilitated to active roles in society by being placed with cooperating agencies and industries in the community. The Rochester Public Library is such a cooperating agency and our department has had quite a few placements. We have currently one person in the program who is doing very well as a film inspector.

Plans are under way to initiate inter-library loan of 16mm films through community libraries to borrowers. The advantages and convenience is quite obvious for it means that the borrower will no longer have to come to the Central Library to obtain his films but will be able to do this through his local library. We are working on the procedures right now so that the service can be implemented at the earliest opportunity.

On display in the Central Hall of the Main Library is an exhibit on loan from the Canadian Travel Film Library for the month of October and November. Made of plexiglass and of modular construction and featuring attractive color views of Canadiana and life of our northern neighbors. It may be worthwhile to re-emphasize our relationship with the Canadian Travel Film Library which provides on long term deposit, many fine travel films in color which are popular with many of our borrowers. RAVD has over 70 such fine films from the Canadian agency.

Staff changes continue with Mrs. Claudia McCartney leaving RAVD because her husband has accepted another job out of town. We are fortunate in having, however, a capable replacement in the person of Mrs. Joan Kelly. RAVD still has three full time vacancies including AV Technician, Film Inspector and Senior Library Clerk.

Visitors to RAVD in recent weeks have included Miss Helen Colucci of the Niagara Falls Public Library AV Department, and Mr. James Limbacher of the Dearborn, Michigan Public Library AV Department. Jim was in town for Cinecon IV, an annual meeting of silent film buffs. You may remember that Jim was one of our panel speakers at last year's Film Workshop.

RAVD staff has participated most recently with the Urban League's Black American Families: Myth and Reality Conference, October 21 - 23. Miss Pavelski, Mrs. Cotton and Mr. Barnes took turns showing films continuously on Wednesday and Thursday from 10:00 a.m. to 2:00 p.m. A great deal of interest was generated by the film showings and most of the time we had about 35 people watching.

Miss Pavelski attended a two week seminar at Syracuse University on evaluation of films and recorded materials through the generous assistance of the Reynolds Board.

Mr. Barnes participated as one of the judges for the Kodak Teen Age Movie Awards October 6 and 7. Participated also as a judge for the KAD Camera Club's 39th annual Salon in the Cine category.

Mr. Barnes is also active again this year as Chairman of the Rochester Area Council of Churches Film Evaluation Committee which meets monthly at the library to evaluate new religious and social concern films that are of interest particularly to churches. After a period of inactivity for the past year we are happy to see that the Audio Visual Resource Guide of the National Council of Churches is again very much alive with new leadership and direction and we look forward to a revised edition of the Guide.

Our 8mm film collection continues to be ever popular with the public even though there are now 8mm film collections in all of our community libraries in the Monroe County Library System. Recently, RAVD accepted a quantity of Technicolor 1000 projectors and super 8mm films in the cartridge format from the Monroe County Library System which had been used in an experimental pilot project in the county system. Recommendations of a report on the experiment pointed out that the service was too expensive for a small community library to handle but that such a service would be better utilized if located in the Central Library. It will be RAVD policy to strengthen and promote the use of super 8mm films by loaning both the projector and the films to borrowers. At the moment this project is in limbo because of a strike at General Electric Company. The strike has affected our orders for projection lamps so that we can build up a reserve before starting to circulate the projectors. One of the problems in the service is the high cost of projection lamps. A replacement costs almost \$10.00 and unless the projector is handled carefully and allowed to cool off after use the lamp will have a relatively short projection life.

One thing we can say for sure and that is, time does not go by slowly in RAVD. Everyone who comes to visit us finds out in a very short while that it is the most exciting place to be in the library.

Respectfully submitted,



Robert W. Barnes, Head
Reynolds Audio Visual Department

ROCHESTER PUBLIC LIBRARY

DIGGING THE MEDIA WITH PUBLIC LIBRARIANS

REPORT TO RPL BOARD - May 15, 1969

REPORT TO REYNOLDS BOARD - May 19, 1969

HAROLD S. HACKER

LIBRARY PHILOSOPHY AND BACKGROUND INFORMATION

1. Why past emphasis on print in libraries?
2. Why the swing to non-print media and from reading-centered to communications-centered?
 - a) America's swing to TV film, record, tape - accented by youth;
 - b) Growing number in population lacking reading skills;
 - c) Commitments by RPL and MCLS Boards of Trustees

3. Non-print media in RPL and MCLS:

- a) We build on Reynolds Audio-Visual Department of RPL film service (16mm and modest film strip collection) - 1949
Record service - 1953
8mm films - 1967
Chief funding source - Reynolds Library Board ~~\$503,806~~ ^{\$551,581} in 24 years

b) Some data on RAVD:

- Slide NO.
- Film collection
 - Growth in 16mm collection: 1949-1967
 - Accent on group use until 1968: Registration - 1949-1967
 - Growth in film loans: 1949-1967
 - Growth in film audiences: 1949-1967
 - Move to 8mm (Regular and Super - 8 silent) - 1967
 - The 1968 story: 34,626 films (16 & 8) lent
2,200,509 audience total (over 3 times county pop.)
4,669 prints
 - Phonorecord service
 - Growth in record collection: 1953-1967
 - Trend of RAVD record loans: 1953-1967
(decentralization among 35 community outlets in 1962 - Downward Trend)
 - The 1968 picture: 50,636 loans
9,519 collection

→ 20 year summary - 1948-1968

Film loans	387,855
Film audience	26,674,977
Record loans	993,940
Reynolds \$	\$551,581

c) Trend toward and reasons for decentralization:

➤ Within Central Library - hub for 5 - County PLS

➤ Among 35 community outlets

d) Total current non-print media budget for RPL-MCLS - in ^{excess} of \$110,000

4. Library's commitments to serve all people regardless of educational, economic, cultural or racial backgrounds:

a) Outreach programs by many staff

b) MCLS outreach consultant

c) Library aide programs - 8 feminine aides and 2 male youth aides

d) Commitment to work with neighborhood groups in designing facilities and programs

5. The non-print media

a) 16mm films - growth in programming in RPL and MCLS libraries

RPL 1966-67	180 film programs
1967-68	444 " "
$\frac{1}{2}$ of 1968-69	381 " "

ALSO: SERVICE TO INDIVIDUALS

b) Recordings - decentralized since 1962 -
Via MCLS grants

Now accepted community resource:

Buying lists accent youth, children, and non-music records for adults

c) 8mm regular and super-8 silent films - individuals started in
RAVD - June 1967

1969 winter - 28 community libraries

d) SNAP - 8mm sound cartridge films
Technicolor 1000 projector

Experimental loans - 6 films and projector

3 libraries at a time: East Irondequoit, Gates and Greece
(18 in all) April and May

-3-

e) Framed pictures

Art Division - May 1967	300 then; 600 now
Decentralized: Fall 1968	22 community libraries
1969	28 " "

f) Tapes

6 divisions - central library - now available

g) Slides

Newest material

3 Divisions: Art, History and Travel, Science

h) Yet even with PICTURES, RECORDS, FILMS, etc.

Reading materials are still our chief stock-in-trade!

6. Designing a building for all media - Genesee

Worked with community groups: Library needed? Site? Program? Design?

Accent:

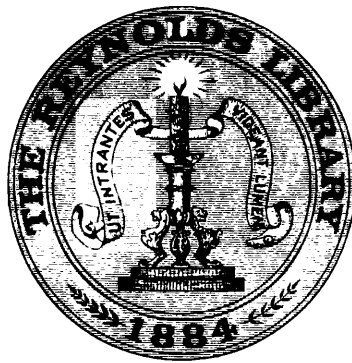
a) Landscape concept

b) Media use

7. Lincoln Media Center

8. Our 3 key non-print media personnel:

BOB PAT PEGGY



ROCHESTER, NEW YORK

NOTICE OF MEETING

May 19, 1969
12:15 P.M.

The Annual Meeting of the Board of Trustees of The Reynolds Library will be held at the Genesee Valley Club on Monday, May 19, 1969, at 12:15 P.M.

Please signify your intention on the enclosed post card and return it to me as soon as possible.

Very sincerely yours,

Secretary

Enclosure

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 19, 1969
at the Genesee Valley Club

Present: Messrs Anstice, Flory, Ellingson, Broadhurst,
Hacker, Judson, Middleton, Pike, VandeVate and
Weller, Jr

Absent: Messrs Gordon, Hazlett and Weller, Sr

The President, Mr Anstice, read the minutes of the special meeting held on October 21, 1968, and called especial attention of the Board to the resolution then adopted eulogizing our late President, Ranlet Miner. The minutes were approved as read.

The Board then, at the request of Mr. Hacker, authorized the expenditure of \$185 to enable Mr. Barnes to attend a film festival, and \$370 to authorize ~~Mr~~ Pavelski to attend a seminar at Syracuse University, for a total of \$730. The President reported that these would be the only trips made through the balance of 1969, but a motion was adopted authorizing expenses of up to a total of \$1,000 for these purposes for the balance of the year.

Mr. Judson thanked the Board for his appointment to serve as Mr. Miner's successor on the Board of the Rochester Public Library. He then related his experiences to date as a member of that Board, stating that he found the Board to be made up of many fine people with constructive ideas.

The Treasurer, Mr. Anstice, then presented the Accountant's Report submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1968. Income for the year was \$54,461.52, with an excess of income over deductions of \$10,879.39. Mr. Anstice explained that this year we will be able to give the Rochester Public Library \$40,000 plus the excess of \$10,879 in that Library's fiscal year beginning July 1, 1969. Referring to Exhibit C of the accountant's report, Mr. Anstice noted a loss of over \$11,000 upon the sale of bonds, and stated that the Finance Committee had agreed to take the loss to enable it to reinvest. There followed a discussion of the summary of the Library investments.

As an apparent error was found in the Accountant's Report as submitted, approval of the report was put off until the next meeting in order to permit reexamination of the report.

Upon request, the Board authorized the Treasurer to pay the City of Rochester \$10,000 on or before each of July 1 and October 1 of 1968, and January 1 and April 1, 1970, and to pay any overage in income to the City after the next audit. The Treasurer was also authorized to pay the amount of \$10,879.39, constituting excess of income over expenses for the year 1968, to the City in July 1969.

The Board then authorized the Treasurer to appoint Peat, Marwick, Mitchell & Co. as auditors for the year 1969

Mr Anstice reported a need for a member of the Finance Committee to succeed the late Mr Sproat. He recommended that the Finance Committee consist of Messrs. Broadhurst, Ellingson and himself for the coming year. His recommendation was unanimously approved.

Mr Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year. A general discussion of the investment portfolio followed. Mr Vande Vate, Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1970 the following:

President and
Treasurer
Vice President
Secretary

Mortimer R. Anstice, Jr
Joseph F Weller, Sr
E. Willoughby Middleton, Jr

Upon motion, the nominations were closed. The Secretary was instructed to cast one ballot for the election of the above officers, and the President announced that they had been duly elected.

Mr Hacker, Chairman of the Library Committee, distributed copies of a semi-annual report for the period ending April 30, 1969, of the Reynolds Audio Visual Department prepared by Mr Barnes, which was then discussed. Mr Hacker then turned the attention of the Board to plans for the future of the Reynolds Library. Mr Hacker believes that we are moving in the direction of a decentralized system in the use of audio visual facilities with the five counties in this area each having its own resources. Contributions are coming

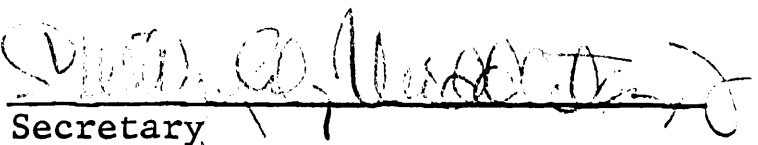
from sources other than the Rochester Public Library budget for non-print resources to the extent of over \$100,000. The Reynolds Library is concentrating on audio visual resources in the main library, but is still taking the lead in decentralization. Mr Hacker stated that 16 mm films are still our main product. Film programs within the Library are growing at a tremendous rate and are concentrating more on groups than individuals. Meanwhile, other non-print resources such as phonograph records, 8 mm and super 8 films and framed pictures are being added at a great rate. The Library hopes ultimately to have super 8 sound film, to reproduce 16 mm film and to be lending 8 mm projectors with a cartridge insert.

Mr Hacker reported that through 1968, the Department had loaned 387,000 films, which were seen by over 27 million people. At the same time, it had loaned 993,900 recordings. All of this was thanks to contributions of over \$550,000 by the Reynolds Library Board.

Mr Hacker praised the desire of his staff to use new media, and the Reynolds Library Board for making it possible to use the best of all films. He stated that, while we contributed approximately \$50,000 to the overall audio visual budget of approximately \$110,000, the Reynolds Library Board could be viewed as providing the necessary seed money.

Mr Flory commented on cuts being made in the use of audio visual materials by school boards. In his opinion "audio visual" is a poor name, because it connotes a fringe or frill. He suggested that possible we would use the term "visual education aids".

There being no further business, the meeting was adjourned.


Secretary

REYNOLDS LIBRARY BOARD

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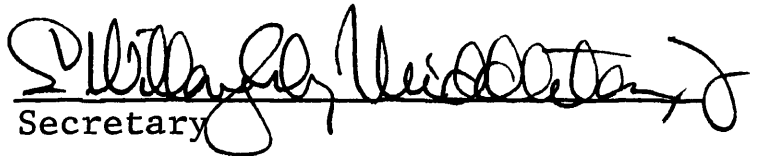
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There being no further business, the meeting was adjourned.


Secretary

FRED H. GORDON, JR.
135 MT. READ BOULEVARD
P. O. BOX 1370
ROCHESTER, NEW YORK 14603

June 6, 1969

Mr. Mortimer R. Anstice, Jr.
108 Sandringham Drive
Rochester, New York 14610

Dear Mort:

Just to confirm the conversation we had
last Tuesday at Kyrie Gannett's.

I would appreciate your tendering my
resignation as a member of the Board of Trustees of
The Reynolds Library at your next meeting

This action on my part is prompted by
reasons that you and I discussed. This decision is
due to the difficulty of my attending these meetings
with any degree of regularity

I want you and the Board to know how much
I regret the necessity of this action as I have not
only been interested in the Library's progress over
the years but likewise I have immensely enjoyed my
association with the Trustees

Very sincerely yours,


Fred H. Gordon, Jr.

FHG-Jr.
ew

ack 6/10/69
By M. A. R.

THE REYNOLDS LIBRARY

Board of Trustees
June, 1969

President: Mortimer R. Anstice, Jr , 108 Sandringham Road,
Rochester, New York 14610 381-4567

Vice President: Joseph F Weller, 75 Ambassador Drive,
Rochester, New York 14610 381-4796

Treasurer: Mortimer R. Anstice, Jr , 108 Sandringham Road,
Rochester, New York 14610 381-4567

Secretary: E. Willoughby Middleton, Jr , 900 Midtown Tower,
Rochester, New York 14604 325-7585

* * * * *

Broadhurst, Lawrence: Central Trust Company, 44 Exchange Street,
Rochester, New York 14614 325-6700

Ellingson, Mark (Dr.): Rochester Institute of Technology, 1 Lomb
Memorial Drive, Rochester, New York 14623 464-2411

Flory, John: 36 Dogwood Glen, Rochester, New York 14625
381-5554

Gordon, Fred H.: Mixing Equipment Co., Inc., 135 Mt. Read Boulevard,
Rochester, New York 14611 436-5550

Hacker, Harold S.: Rochester Public Library, 115 South Avenue,
Rochester, New York 14604 546-6990

Hazlett, McCrea (Dr.): University of Rochester, River Boulevard,
Rochester, New York 14620 473-4400

Judson, Thomas F : John B. Pike & Son, 1 Circle Street, Rochester,
New York 14607 271-6440

Pike, John D.: 130 Grosvenor Road, Rochester, New York 14610
473-6605

Vande Vate, Dwight: Lincoln Rochester Trust Company, 183 Main
Street East, Rochester, New York 14604 325-3600

Weller, Joseph F , Jr : Eastman Kodak Company, 343 State Street
Rochester, New York 14608 325-2000

ROCHESTER PUBLIC LIBRARY
115 SOUTH AVENUE, ROCHESTER, NEW YORK 14604

HAROLD S. HACKER
DIRECTOR

September 30, 1969

To: Members of the Reynolds Library Board

From: Harold Hacker

At Mort Anstice's request, I am forwarding to you a copy of Peggy Pavelski's report on the AV course that she took this summer at Syracuse University - thanks to a grant from you. Peggy is Assistant Head of the Reynolds Audio-Visual Department.

REPORT ON SYRACUSE UNIVERSITY - AUGUST, 1969

SEMINAR

The main focus of this two week seminar was on the evaluation of 16mm films. We viewed 74 films, some of them twice. A list of the titles is included with this report.

We discussed the criteria for films; compared well-produced films with those of inferior quality; and spent a good deal of time discussing the possible uses for each film.

One day was devoted to film production and we made short 8mm films. This experience was one of the best of the seminar because we saw first-hand the problems involved in filmmaking. We each took a turn as script girl (or boy) and some of us had a chance to shoot a few scenes. We did not have time for editing so everything had to be shot once and in sequence. Although this was really just an imitation of an actual filmmaking situation, it was very valuable and a good deal of fun. I would like very much to make an 8mm film with a group of teen-agers.

Filmstrips, 8mm films, and slides were covered less extensively but we did go over the principles involved in the selection of each and saw the types of equipment used with them. I would like to learn the techniques of making slides and make a slide-tape presentation on some phase of RAVD's operations, such as helping to plan a program for an agency or group. We already have a nice presentation on the history of the department and its overall functions.

The evaluation of recordings was a high spot as the lecturer was Henry Fogel who owns and operates an FM station in Syracuse. He introduced us to "underground" and "pirated" recordings and some very modern music of the "way-out" variety. He kept stressing our obligation as librarians to make these different types of music available to the public and not to be hampered in selection by our own, possibly narrow, tastes.

-2-

Several field trips were taken and some proved to be more valuable than others. One trip to a local school was a disappointment because they did not allow enough time for us to handle the "hardware" which they had available. We toured the Syracuse University film library which is a wonderfully organized place. We also stopped at the Continuing Education Center and The A-V department of the university.

A definite bright spot of the tours was our day-long trip to Rochester. Bob Barnes had a very interesting slide talk for us in the auditorium and then we lunched at Kodak and had several A-V presentations there. The group wanted to stay longer at RPL and wished that we had left Syracuse earlier in the morning so we would have had more time at the library.


We had several evening sessions of previews, in addition to our regular 9-5 day. One evening Julien Bryan gave a party along with his film previews. It was quite an experience to meet someone so dedicated to filmmaking and one with such tenure in the field.

Our assignment for course credit consisted of our having to make up an evaluation form for use in our own library or school situation. (Most of the 53 class members were from schools.) We had to write ten evaluations on this form and could use any of the films previewed during the two weeks. I have enclosed a sample of the form which I devised. My emphasis is on usage - either at the library itself or with community groups. I have envisioned several possible ways in which RAVD might use this form. We could send it out periodically to the community libraries enabling them to keep abreast of our current acquisitions ; it could serve as a "bulls-eye" type of file so that we could easily suggest films ourselves to organizations and groups. (Bob Barnes already does this but I would find it helpful to have such information readily available for groups with which I work. It could be used by other librarians or agency people who are invited to preview our films. I hope it will be of some help to the department.

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The man responsible for the seminar's smooth-functioning and great value was Burton Weekes, Director of the Syracuse University film rental library. He was an excellent discussion leader and kept things moving along at a good pace. The course was well-worth your money, so thank you again for making the opportunity so readily available to me.

Respectfully submitted,


Peggy Pavelski

Reymold's Audio-Visual Department

September, 1969

Evaluator: Pavelski, PeggyTitle: Anansi the SpiderSource: Landmark - Gerald McDermottLength: 11 mins.Date:
1969Color: ☒B/W: ☐Cost: Not yet avail

Brief Synopsis: This telling of the story of Anansi, the spider man, is taken from the folk legends of the Ashanti people of Africa. The adventures of Anansi and his six sons are depicted in brilliantly-colored animation.

Overall Rating: Poor 1 2 ^{Value} 3 4 (5) Good

Strong Points: The animation technique used here is cleverly executed and is in superb colors. The narration by an African man is very effective.

Weak Points: The music is too loud at times and intrudes on the narration.

Library Usage: Children's Film Programs
Family Film Fare
Nursing Home Programs
Programs on African culture at adult and young adult levels

Community Usage: Schools - elem. to senior high level for African culture classes
Art Gallery - art appreciation - Africa
Photography classes and groups - Animation techniques
Adult groups and study clubs - African culture

Recommended: ☒Rejected: ☐

Further Comments: This is an unusually pleasing film visually, as well as one which promotes inter-cultural understanding. It lends itself to use with any age level and is both recreational and informative.

FILMS VIEWED IN SYRACUSE SEMINAR -- AUGUST, 1969

TITLE:

SOURCE:

AMERICAN TIME CAPSULE

PYRAMID

ANANSI THE SPIDER

LANDMARK ED. MEDIA - G. MCDERMOTT

ANCIENT PERUVIAN

JULIEN BRYAN

AN AWARD FOR MR. ROSSI

CHURCHILL

BEGONE DULL CARE

NFBC - NORMAN MCLAREN

BEN SHAHN'S PASSION

SYRACUSE UNIVERSITY

BLINKITY BLANK

NFBC - NORMAN MCLAREN

BOY TO MAN

CHURCHILL

BUILDING A BRIDGE

JULIEN BRYAN

BUZKASHI

" "

CARS IN YOUR LIFE

NFBC

CATTLE DRIVE

ENCYCLOPEDIA BRITANNICA

CHEST

DISCOVERY FILMS

CHRISTMAS EVE SERVICE IN THE BLACK FOREST

JULIEN BRYAN

CLAY: ORIGIN OF THE SPECIES

CONTEMPORARY

CORRAL

NFBC

COW

CHURCHILL

CRITIC

CONTEMPORARY

DAIRY FARM

CORONET

DAY WITH TIMMY PAGE

CONTEMPORARY

FERTILIZATION AND BIRTH

WEXLER

THE FIRST AMERICANS

JULIEN BRYAN

A FIRST FILM ON OUR LIBRARY

FILM ASSOCIATEDS

FISHING ON THE COAST OF JAPAN

JULIEN BRYAN

GLASS

GEO. ARTHUR CO.

GOLDEN FISH

COLUMBIA

GRAND CANYON	DISNEY
GRINDING WHEAT	JULIEN BRYAN
HUMAN AND ANIMAL BEGINNINGS	WEXLER
HUMAN REPRODUCTION	MCGRAW
HUNTING WILD DOVES	JULIEN BRYAN
JAZZOO	ACI
JOSHUA	ACI
JUDOKA	NFBC
KEVIN	CHURCHILL
LEISURE TIME U.S.S.R.	JULIEN BRYAN
LET'S BUILD A HOUSE	CHURCHILL
THE LIBRARY IN THE READING PROGRAM	U.S. GOV'T
MARK TWAIN GIVES AN INTERVIEW	CORONET
MAT DILLON'S GUNSMOKE	N. A.
MEN'S DANCE	JULIEN BRYAN
MERRY-GO-ROUND	NFBC
MOODS OF SURFING	PYRAMID
MOONBIRD	EDWARD HARRISON PICTURES
MUNRO	PARAMOUNT
MY FINANCIAL CAREER	NFBC
NOISY NANCY NORRIS	MCGRAW
OCCURANCE AT OWL CREEK BRIDGE	NFBC <i>Contemporary</i>
ONION FARMING	JULIEN BRYAN
PADDLE TO THE SEA	NFBC
PHOEBE	NFBC
PLACE TO START	ONTARIO
PURSE	NFBC
PUSHER	BRANDON
PUSHTUN PEOPLE	JULIEN BRYAN

-3-

RAG TAPESTRY

JULIEN BRYAN

RAINSHOWER

CHURCHILL

RELIGION IN RUSSIA

JULIEN BRYAN

RESPIGHI'S "FOUNTAINS OF ROME"

BAILEY

THE RUSSIAN PEASANT

JULIEN BRYAN

SCORPIO RISING

KENNETH ANGER --- UNDERGROUND

SEARCHING EYE

PYRAMID

SENTINEL: WEST FACE

SUMMIT

STONECUTTER

JULIEN BRYAN

SUNFLIGHT

JULIEN BRYAN

SYMBOLISM IN LITERATURE

SIGMA ED.

THIS IS NEW YORK

WESTON WOODS

TIME, LINES AND EVENTS

CHURCHILL

TIME OUT OF WAR

CONTEMPORARY

UNIVERSE

NFBC

WARGAME

BRITISH FILM INSTITUTE

WHY MAN CREATES

SAUL BASS FOR KAISER ALUMINUM

WOMEN OF RUSSIA

JULIEN BRYAN

WYETH PHENOMENON

BAILEY

MAY 18

COPIES TO
~~STAFF~~
PLANNING
COUNCILNOT DISTRIBUTED
due to audience
figures

ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO VISUAL DEPARTMENT
SEMI - ANNUAL REPORT

SUMMARY OF STATISTICS

1 November 1969 to 30 April 1970

	November 1968 to April 1969	November 1969 to April 1970
16mm film loans	21,795	20,223
8mm film loans	2,077	2,014
Audience (16mm films)	1,665,719	892,405
16mm films in collection		5,301 ←
8mm films in collection		449 ←
Filmstrips in collection		175
Film Registrations		1,754

RAVD's 16mm film collection now stands at 4,575 titles and 5,301 prints. Audience statistics may look misleading when compared with statistics a year ago but the reason for this is that we are using a more conservative estimate of average audience when films are returned without statistics.

Some of the new films of interest in the collection are NOTHING BUT A MAN, a story about a young, newly-married Negro man who refuses to accept the degrading role of Negroes in Alabama society; DO NOT FOLD, STAPLE, OR MUTILATE, a film that shows how union-management relations have changed historically. BLOCKS-A MEDIUM FOR PERCEPTUAL LEARNING, is a new film on the importance of block building to the child and the development of his perceptions. We have added several new ecology films to bolster this area of our collection. Included are ELEMENT 3, a beautiful film produced by the National Film Board of Canada showing the historical aspects of the importance of water to civilizations past and present, and THE THIRD POLLUTION, an important new film about the growing problems of solid waste disposal in the United States. LITTLE MAN - BIG CITY, is another recent animated film about the plight of man in his urban environment showing how poor planning, haphazard design and inadequate health controls have depleted him - emotionally and physically. WHY MAN CREATES is a beautiful and imaginative film that follows the basic promise that all human beings are by nature creative and the ability to create is not limited to a gifted few. MUSIC RACK will be of interest to local groups for it portrays Wendel Castle, one of Rochester's well known artist-craftsman at work. THE BATTERED CHILD is a new film on the serious problem of child abuse.

On February 15, 1970 RAVD introduced an important new service of interlibrary loan of 16mm films through community libraries to borrowers. This means that the borrower will no longer have to come to the central library to obtain his films and that he will now be able to make arrangements to have his films delivered and picked up from his nearest community library. As of May 1 RAVD has had 145 interlibrary film loans through this new service.

145 2½
MOS.

April 6 marked the beginning of another new service, namely the loan of tape cassettes and reel tapes. Cassettes are the new format for tape cartridges. The small reel of tape is enclosed in a plastic cartridge that fits easily into a specially designed portable record/playback unit and records at 1 and 7/8 inches per second to permit a maximum amount of information to be stored on the tape. Music sounds surprisingly good at this speed and with the new developments such as the Dolby system and Chromium Oxide tapes it will be even better. All types of music are available in monophonic or stereo cassette which are compatible both to mono or stereo cassette players. A limited number of cassette players are also in circulation in an experiment to gain experience in loaning equipment. Equipment loans are a brand new service of the Rochester Public Library. Traditionally, the library has loaned only materials.

April 20, 1970 was the start of still another new service. On this date RAVD started loaning super 8mm cartridge projectors and films after authorization by the Board of Trustees of the Rochester Public Library to charge \$1.00 per day to defray costs of maintenance and projection lamp replacement for the projectors. Once again we are in the equipment loaning business which seems to indicate a trend that libraries of the future will more and more be lending equipment as well as

-2-

materials since much of the new media requires special equipment. The super 8mm projectors are not exactly new to our community libraries since they were originally introduced in a limited experiment a couple of years ago. After the experiment was evaluated it was recommended that this kind of projection system was still too expensive for the small library to undertake. It was recommended that the super 8 cartridge projectors and films be located and made available from a central source, namely RAVD. This service will be evaluated after six months to determine whether or not the use charge of \$1.00 is reasonable and appropriate to cover costs.

On Saturday, November 22, 1969 RAVD presented a screening of an hour long documentary on the life of John F. Kennedy. 86 people attended this memorial screening in the RPL auditorium.

On December 8, 1969 I was invited to appear on the Eddie Meath Show as a guest of the Rev. Robert Burch of the Episcopal Church Diocese discussing with Mr. Burch film utilization by churches in the Rochester community. As part of the program we screened and discussed the short film, THE SOLDIER.

At a meeting of the Rochester Section of SMPTE (Society of Motion Pictures and Television Engineers) on February 12 at the Memorial Art Gallery, I gave a talk on 8mm films in public libraries.

During March 1970 I was involved in prescreening and selecting films for CINE in the categories of Business films and Adult amateur films.

I have also been active as American Film Festival prescreening committee chairman for category No. 16 (Social Documentary); other members on this committee were Pat Black, MCLS AV consultant; Kay Adams, library outreach consultant; and Linda Bretz, branch librarian at Lincoln Branch Library; and Jim Wright, head of the new Genesee Library Center, now under construction and which will be focusing much of its emphasis to the community in the multimedia field. Almost 10 hours of films were screened and evaluated.

On March 2, 1970 I participated in a panel discussion at the Monroe County Health Association in a program for the rehabilitation of mental patients in the community.

Tuesday, April 28, RAVD hosted a tour of the department and RAVD staff spoke to a group of station managers of the various community library bookmobile stops.

The most important activities of recent weeks has been in connection with Earth Day and Environment Week. The department was active in helping promote these events effectively with audio visual materials and equipment. Part of the activity was sponsored by the Junior Chamber of Commerce and the Junior League of Rochester with our special liaison person, Mrs. Mort Anstice, who seemed to be omnipresent coordinating all the activities. Featured in McCurdy's Midtown window was a continuous slide show on environmental pollution provided through the courtesy of Wards Natural Science Establishment. A similar slide show was presented at the Marine Midland Bank at East Avenue and Main Street East. Our third presentation was at Sibley's, Friday, April 17, near the elevators where we projected a new RAVD film, mentioned earlier LITTLE MAN - BIG CITY, continuously during the day. Here at the main library on Earth Day, April 22, and for several days after we had a continuous slide show on various aspects of environmental pollution.

The Rochester Audio Visual Association (RAVA) will have an evening meeting on May 18 here at the library also on the subject of environmental pollution with a guest speaker from the University of Rochester and the screening of a new RAVD film, MULTIPLY. ..AND SUBDUE THE EARTH, produced by Public Broadcast Laboratory of NET and dramatically showing how our cities are over-crowded, much of the air we breathe is polluted, and the source of our future supply of food and water is in danger; all of this caused for the most part, by unplanned use of our natural environment. This film is a plea for ecological planning and shows that man must not seek a conquest of nature but unity with nature.

One of our recent guests to RAVD was the Director of the Film Department of the Philadelphia Free Library, Mr. George Hollaway. Mr. Hollaway was particularly interested in our tape cassette lending program and the super 8mm cartridge film service.

On the third Wednesday of each month I have been showing selected new films to staff members of the Rochester Mental Health Center. The format has been like our ever popular library films sandwiched in and has been most enthusiastically received by the staff. It's also been an opportunity to evaluate with experts several new mental health films that have come in for preview.

New film lists and related efforts recently compiled and distributed include: a list of films on drugs and narcotics; a filmography on environmental pollution; a list of source materials on vocational careers compiled at the request of the Industrial Management Council; a list is being prepared currently on Black Heritage and Culture films in the collection.

We are very sorry to announce the resignation of Miss Peggy Pavelski, Assistant Head of RAVD, who will be leaving RAVD in May for study and work in England. Peggy has been only with us for a year but she has done outstanding work with many community groups including Migrant Ministry, Monroe County Penitentiary, University of Rochester, Vista, State School at Industry, Negro Business and Professional Women's Club and selecting films for Black studies programs. During her stay in RAVD she made many friends and we all wish her well on her future travels.

At the same time we are fortunate and pleased to announce that Mrs. Lois Klonick will be assuming Peggy's duties on August 3, 1970. Lois will be assisting me in the administration of RAVD and also have responsibilities for selection, booking and programming of AV materials. Lois will also assist in training and supervising the RAVD non-professional staff. Lois is no stranger to us, having served as a librarian in Penfield and Director of the Gates Public Library before joining the staff of the In-Service Training Department 2 1/2 years ago.

Use of films in library programs has increased dramatically in the last two years. We were looking at statistics the other day and noted that in 1966-67 there were 180 film programs in the library system. We looked at figures for 1968-69 and saw to our amazement that 726 programs had been reported. What more dramatic evidence of interest in films by librarians and the community; and our continuing responsibility to make accessible to the community the best films available.

Respectfully submitted,



Robert W. Barnes, Head
Reynolds Audio Visual Department

5/18

ROCHESTER PUBLIC LIBRARY - REYNOLDS AUDIO-VISUAL DEPARTMENT
STATISTICAL INFORMATION

FILMS				RECORDS		NON-TAX SOURCES OF SUPPORT			
Year	Annual Loans	Size of Audiences	Registered Groups	Films Owned 12/31	Annual Loans	Records Owned 12/31	Reynolds Library Board	Fines, Fees & Catalog Sales	Film Use Charges
1948	699	46,775	162	180	-	-	\$ 10,000.00	\$ 335.25	\$ -
1949	4,498	306,352	390	362	-	-	10,000.00	852.50	-
1950	6,819	415,969	450	574	-	-	10,000.00	1,038.00	-
1951	8,885	532,854	569	775	-	671	15,000.00	1,237.50	-
1952	9,757	579,090	633	983	1,309	769	16,000.00	1,311.25	-
1953	10,621	674,713	706	1,153	14,591	1,867	14,000.00	1,855.00	-
1954	11,639	723,280	667	1,421	44,999	3,270	19,000.00	2,239.85	-
1955	12,889	795,492	801	1,694	51,779	3,424	21,000.00	2,890.75	-
1956	13,696	866,028	843	1,925	53,278	4,752	27,000.00	3,029.90	-
1957	16,873	1,093,627	880	2,123	61,215	5,629	22,000.00	3,662.75	-
1958	19,800	1,244,032	889	2,367	70,569	6,124	22,000.00	5,090.04	-
1959	23,765	1,509,398	1,031	2,601	71,423	6,981	22,000.00	5,240.20	-
1960	27,427	1,574,231	1,055	2,827	77,494	7,441	27,000.00	5,511.90	-
1961	26,382	1,616,616	931	3,090	74,260	8,005	30,500.00	5,230.50	-
1962	22,968	1,594,002	1,020	3,460	76,829	8,458	27,000.00	5,642.80	26,275.00
1963	22,175	1,997,002	902	3,721	79,757	9,072	34,540.44	4,812.25	28,744.25
1964	23,930	1,922,047	975	3,994	74,358	9,563	38,056.10	4,882.98	35,086.00
1965	26,774	2,095,138	1,089	4,386	79,459	10,106	39,104.08	4,801.79	33,240.25
1966	27,015	2,158,877	1,032	4,477	60,751	10,484	53,364.27*	4,578.77	35,132.00
1967	32,081	2,728,488	1,052	4,416	51,233	10,941	46,241.60	4,645.19	33,842.75
1968	39,112	2,200,966	1,144	4,706	50,636	9,519	45,274.38	5,978.87	32,754.90
1969	41,710	2,691,358	1,670	4,720	87,187	3,412	50,979.39	4,636.41	38,627.70
TOTAL	429,565	29,366,335	18,891	55,956	1,081,127	120,488	\$600,060.26	\$ 79,504.45	\$261,702.85

* Does not include miscellaneous \$20.00 gift

ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO VISUAL DEPARTMENT
SEMI - ANNUAL REPORT
SUMMARY OF STATISTICS

1 May 1970 to 31 October 1970

	May 1969 to October 1969	May 1970 to October 1970
16mm film loans	16,589	14,523
8mm film loans	1,851	1,865

16mm films in collection		5,324
8mm films in collection		492
Filmstrips in collection		308
Film registrations		1,184

The 16mm film collection of the Reynolds Audio Visual Department now numbers 5,324 prints and 4,762 titles. The 8mm collection now has 492 films of the various formats in this gauge. RAVD has 1,184 borrowers which includes both individuals and organizations. Film loans are down somewhat from a year ago and the main reason seems to be that of parking facilities. Parking is simply nonexistent around the library. The Court Street Bridge has been closed for months. We understand that as soon as the Court Street Bridge is opened, the Broad Street Bridge will be closed for repairs so it appears that our parking problem will be with us for quite awhile. In addition, the two city parking lots south of the library have been wiped out to make way for the expressway and this adds to the already acute problem. We are even having problems with the school messengers who come in daily to pick up and return films. It is difficult to park even momentarily out in front of the library without getting a parking ticket.

In our audio department it is exciting to report the good news that our tape cassettes are the most popular item with our borrowers, especially popular music. The plastic boxes that are being used to circulate the cassettes seem to be holding up quite well under the abuse and banging around that I'm sure they get. The department has loaned 1,559 tape cassettes during the past six months.

RPL's marketing survey, conducted during the week of October 26 on use of nonprint media in the library has, in fact, increased our business substantially. New borrowers have been happily coming into the department to discover the various kinds of 8mm films available in RAVD as well as finding out about the Technicolor projectors that we have for loan. Saturday, October 26, was reported to be a very busy day, probably due to the promotion of our av materials as a result of this survey.

The 16mm film collection has now been completely reshelfed to a number scheme. When new films are added to the collection they are given a number and added to the end of the shelf. This is much easier for the staff than with the old system where a new title had to be inserted into the alphabetical arrangement.

Reclassification of phono records is also in progress and borrowers are reporting that is much easier to use than the old system. Under the new ANSCR system recordings are shelved according to the type of music rather than alphabetically by composer. For example, concertos are all together in one place. Of course, part of the collection has always been shelved according to the type of music; for example, folk, popular and jazz. The new system will provide the whole collection with a consistent scheme of arrangement.

Among new 16mm film acquisitions of more than passing interest are: Julien Bryan's new film on African history, The Ancient Africans; Sleep, fantastic third of your life; Ham's wide world, a look at world wide activities of the amateur ham radio operator; Cosmic Zoom, a journey into the world of the microcosm and out again into infinite space; La Jetee, perhaps the most important science fiction film of the decade by the noted film maker,

Chris Marker; Orson Welles' famous epic, Citizen Kane, which turns up on more lists of the best films of all time than perhaps any other film.

Adult animated short films with a social purpose from Poland, Czechoslovakia and Yugoslavia are becoming more easily accessible thru U.S. distributors. RAVD has been acquiring several including such shorts as: No. 00173, a powerful commentary on technology and dehumanization of human values; Rubber Stamp, a commentary on the increasing bureaucracy of contemporary life; Ersatz, an animated film from Zagreb Studios in Yugoslavia, which was an academy award winning film two years ago. This is a fascinating look at the amount of synthetic materials in our daily life. Zagreb Films, incidentally, had three festival screenings of short films at the recent Rochester International Film Festival.

Perhaps our most important visitor recently was Mr. Zelimar Matko, head of the Zagreb Animation Film Studios, Yugoslavia, who found time during his busy schedule at the Rochester International Film Festival to come and look over our film collection. Mr. Matko was quite impressed with the size and quality of our film library, especially the inspecting equipment, after taking a quick tour of our facilities. Another recent visitor, Mr. Leo Dratfield, President of Contemporary Films, also remarked during an interview with the press on the size and quality of our film department. In fact, our library received several plaudits during the recent Film Festival from outstanding people in the world of film.

From September 28 to October 3 the department sponsored the showing of the Blue Ribbon Award films from the 1970 American Film Festival. Attendance at the week long series exceeded 600 viewers.

On October 15 department staff participated in a library sponsored AV equipment show here at the Central Library to demonstrate the many types of av equipment in library use. The show was primarily for new librarians in the Pioneer Library System who may be finding themselves using av equipment for the first time.

During October 7-9 Mrs. Lois Klonick attended a Minorities Workshop in New York City as the department representative. Mrs. Klonick reports that it was a real growth experience and that discussions and speakers were outstanding.

Rochester's local Mental Health Chapter has begun its evaluation of the RAVD film collection in the area of drug abuse. We are most grateful for this systematic approach to evaluating a most important part of our collection. Mrs. Fortier reports that they expect to finish the project in about another month. Our drug abuse films are constantly in use by community groups.

A new film list has just been published called Black World on Film. Its a listing of 89 titles on such areas as black history, famous people, the militant expression, family life, teenagers and the job world.

Mr. Barnes represented the department as juror at the 1970 American Film Festival doing final judging of films in the social documentary category.

Other recent activities of Mr. Barnes include: assisting in the planning of the Episcopal Diocese Art Festival, which was held at St. Lukes Episcopal Church in downtown Rochester on May 16; attending a planning session in Albany of av people from New York State on May 28 to plan a fall av meeting for New York State library administrators; attending the National Audio Visual Association Convention, July 18-21, in Washington, D.C. to evaluate new av products on the market. On October 2 Mr. Barnes participated in the preliminary judging of film entries to the Kodak Teen Age Movie Contest. The final judging took place October 12 and 13 at Kodak. On October 10 Mr. Barnes participated at the FILM - 1 Conference at Harley School by presenting a slide illustrated talk on Films and the Public Library. On October 6 Mr. Barnes attended the FLIC Board of Directors meeting in New York City in the capacity of Secretary. FLIC stands for Film Library Information Council and is an organization of librarians who are encouraging greater use of films by public libraries throughout the United States.

As mentioned in the spring report, Mrs. Lois Klonick, RAVD's new assistant head started on the job August 3. We are happy to welcome her to the department.

We wish also to welcome Dick Paddon who started to work full time in RAVD on June 15 as our av technician. Dick's major responsibilities will be: 1) to coordinate all the quality control operations of the department, and 2) to train the film inspection staff and coordinate equipment loan and security in RAVD and RPL.

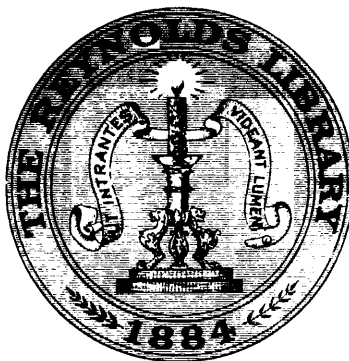
We have begun to publish a newsletter called RAVD Leader which is being distributed mainly to schools, hopefully to improve our communications in this area. Through the newsletter we hope to inform our borrowers about staff changes, film loan policy problems, booking problems and other "nuts and bolts" information involving borrowers and the department.

Earlier in this report I mentioned one of our distinguished visitors, Mr. Zelimar Matko from Zagreb Films, who during his visit expressed great admiration for our department and how it must be quite an exciting place to work. It is, indeed, exciting to be in the mainstream of film and the recent artistic success of the Rochester International Film Festival makes us even more aware of the challenge and opportunity that we have to serve the community.

Respectfully submitted,



Robert W. Barnes, Head
Reynolds Audio Visual Department



ROCHESTER, NEW YORK

NOTICE OF MEETING

May 18, 1970
12:15 P.M.

The Annual Meeting of the Board of Trustees of The Reynolds Library will be held at the Genesee Valley Club on Monday, May 18, 1970, at 12:15 P.M.

Please signify your intention on the enclosed postcard and return it to me as soon as possible.

Very sincerely yours,

William G. Middleton, Jr.
Secretary

Enclosure

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 18, 1970
at the Genesee Valley Club

Present: Messrs. Anstice, Flory, Ellingson, Broadhurst, Hacker,
Judson, VandeVate, Middleton and Weller, Jr.

Absent: Messrs. Hazlett, Gordon, Pike and Weller, Sr

The minutes of the Annual Meeting held on May 19, 1969, were approved as mailed, and a reading thereof dispensed with.

The Treasurer, Mr Anstice, then presented the Accountant's Report submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1969. Income for the year was \$58,572.53, with an excess of income over deductions of \$14,846.32. Mr Anstice reported that this year we will give the Rochester Public Library \$40,000 plus the excess of \$14,846.32 in that Library's fiscal year beginning July 1, 1970.

The Treasurer was authorized to pay the City of Rochester \$10,000 on or before each of July 1 and October 1 of 1970, and January 1, and April 1, 1971, and to pay any overage in income to the City after the next audit. The Treasurer was also authorized to pay the amount of \$14,846.32, constituting excess of income over expenses for the year 1969, to the City in July 1970.

The Board then authorized the Treasurer to appoint Peat, Marwick, Mitchell & Co. as auditors for the year 1970.

Mr Anstice recommended that the Finance Committee consist of Messrs. Broadhurst, Ellingson and himself for the coming year. His recommendation was unanimously approved.

The Treasurer's report was then approved.

Mr Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year. A general discussion of the investment portfolio followed, during which Mr Broadhurst stated that he could not see any good reason for making changes in what all agreed was a solid list. He predicted income of about \$60,000 for the coming year. His report was approved.

Mr Vandevate, Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1971 the following:

President and
Treasurer
Vice President
Secretary

Mortimer R. Anstice, Jr.
Joseph F Weller, Sr.
E. Willoughby Middleton, Jr.

Upon motion, the nominations were closed. The Secretary was instructed to cast one ballot for the election of the above officers, and the President announced that they had been duly elected.

Mr. Hacker, Chairman of the Library Committee, distributed copies of semi-annual reports for the periods ending October 31, 1969, and April 30, 1970, of the Reynolds Audio Visual Department, prepared by Mr Barnes, which were discussed.

Mr Hacker also distributed copies of the Rochester Public Library financial reports for the Reynolds Trust Fund, filed with these minutes, and explained their contents. He stated that the income overage received in July will be included in the Library's budgeted income for the 1970-71 fiscal year. A token donation of about \$2,000 is made each year to the Reynolds Library book program, and \$500 towards the collection of musical scores and related materials. There have also been other specific appropriations made over the years. He indicated that the Reynolds Library Board may be asked to make appropriations for specific projects from time to time in the future.

Mr Hacker stated that the Reynolds Audio Visual Department (RAVD) film budget for the year ending June 30, 1970, is \$72,500, of which Reynolds' funds will provide around \$30,000. He said that the emphasis is now on decentralization of film distribution via inter-library loan, which should lead to increased film use as this new service becomes known. At this point, RAVD is concentrating its materials budget on 16mm films, 8mm films, film strips and musical disc and tape recordings.

A cassette tape player was then demonstrated by Mr. Hacker who reported that RAVD will lend tape players with its cassette tapes on a limited basis.

Mr Hacker also demonstrated a new development in cartridge

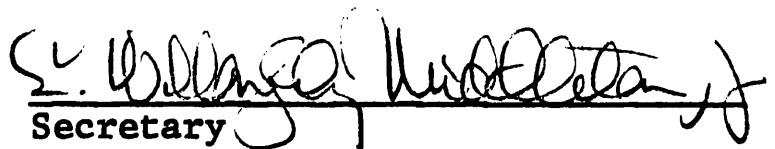
projectors for super 8mm sound film. Although the costs of the films and projectors are still high and problems of service are great, it is hoped that RAVD will remain active in this field at least in a modest way until a breakthrough in technology comes, as it will.

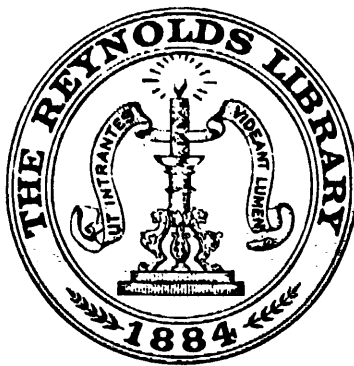
Mr Hacker then reported certain personnel additions and changes in the RAVD.

Mr Flory urged that data processing be used as much as possible in order to enable the staff to devote more time to reaching the public. He stated also that he had received reports that some film prints being distributed were in poor condition, and urged that they be kept in good repair. Mr Hacker replied that RAVD is discarding more old films as a result of a new program to improve the condition of its films; he also reported on plans to study the use of the County's computer for film bookings.

Mr. Anstice read to the meeting a letter of resignation from Fred H. Gordon, dated June 6, 1969, which was accepted with regret by the Board. The Secretary was instructed to so advise Mr Gordon.

There being no further business, the meeting was adjourned.


Secretary



ROCHESTER, NEW YORK

May 20, 1970

Mr. Fred H. Gordon
P O. Box 1370
Rochester, New York 14603

Dear Fred:

At the annual meeting on May 18th, your letter of June 6, 1969, in which you submitted your resignation was read by Mort Anstice. Needless to say, all of those present expressed disappointment that you will no longer be in attendance at our meetings. Nevertheless, your resignation was accepted with deep regret.

May I take this opportunity on the part of the Board to express its appreciation of the many years of valuable service you rendered to the Reynolds Library.

Cordially yours,

E. Willoughby Middleton, Jr.
Secretary

EWM/m

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 18, 1970
at the Genesee Valley Club

Present: Messrs Anstice, Flory, Ellingson, Broadhurst, Hacker,
Judson, VandeVate, Middleton and Weller, Jr

Absent: Messrs Hazlett, Gordon, Pike and Weller, Sr

The minutes of the Annual Meeting held on May 19, 1969, were approved as mailed, and a reading thereof dispensed with.

The Treasurer, Mr Anstice, then presented the Accountant's Report submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1969. Income for the year was \$58,572.53, with an excess of income over deductions of \$14,846.32. Mr. Anstice reported that this year we will give the Rochester Public Library \$40,000 plus the excess of \$14,846.32 in that Library's fiscal year beginning July 1, 1970.

The Treasurer was authorized to pay the City of Rochester \$10,000 on or before each of July 1 and October 1 of 1970, and January 1, and April 1, 1971, and to pay any overage in income to the City after the next audit. The Treasurer was also authorized to pay the amount of \$14,846.32, constituting excess of income over expenses for the year 1969, to the City in July 1970.

The Board then authorized the Treasurer to appoint Peat, Marwick, Mitchell & Co. as auditors for the year 1970.

Mr Anstice recommended that the Finance Committee consist of Messrs. Broadhurst, Ellingson and himself for the coming year. His recommendation was unanimously approved.

The Treasurer's report was then approved.

Mr Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year. A general discussion of the investment portfolio followed, during which Mr. Broadhurst stated that he could not see any good reason for making changes in what all agreed was a solid list. He predicted income of about \$60,000 for the coming year. His report was approved.

Mr Vandevate, Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1971 the following:

President and
Treasurer
Vice President
Secretary

Mortimer R. Anstice, Jr
Joseph F Weller, Sr
E. Willoughby Middleton, Jr

Upon motion, the nominations were closed. The Secretary was instructed to cast one ballot for the election of the above officers, and the President announced that they had been duly elected.

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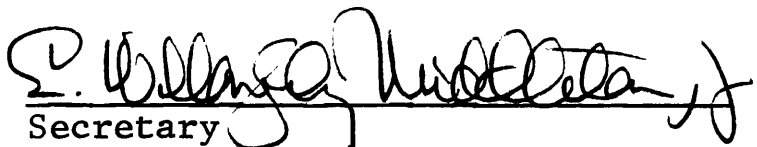
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Secretary

THE REYNOLDS LIBRARY

Board of Trustees
June, 1970

President: Mortimer R. Anstice, Jr., 108 Sandringham Road,
Rochester, New York 14610 381-4567

Vice President: Joseph F Weller, 75 Ambassador Drive,
Rochester, New York 14610 381-4796

Treasurer: Mortimer R. Anstice, Jr., 108 Sandringham Road,
Rochester, New York 14610 381-4567

Secretary: E. Willoughby Middleton, Jr., 900 Midtown Tower,
Rochester, New York 14604 325-7585

Broadhurst, Lawrence: Central Trust Company, 44 Exchange Street,
Rochester, New York 14614 263-4306

Ellingson, Mark (Dr.): 3940 East Avenue, Rochester, New York,
14618 586-4264

Flory, John: 36 Dogwood Glen, Rochester, New York 14625
381-5554

Hacker, Harold S.: Rochester Public Library, 115 South Avenue,
Rochester, New York 14604 546-2260

Hazlett, McCrea (Dr.): University of Rochester, River Boulevard,
Rochester, New York 14620 473-4400

Judson, Thomas F : John B. Pike & Son, 1 Circle Street, Rochester
New York 14607 271-6440

Pike, John D.: 130 Grosvenor Road, Rochester, New York 14610
473-6605

VandeVate, Dwight: Lincoln Rochester Trust Company, 183 East
Main Street, Rochester, New York 14604 262-3593

Weller, Joseph F , Jr.: Eastman Kodak Company, 343 State Street,
Rochester, New York 14608 325-2000

ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO VISUAL DEPARTMENT
SEMI - ANNUAL REPORT
SUMMARY OF STATISTICS

1 November 1970 to 30 April 1971

	NOVEMBER 1970 to <u>APRIL 1971</u>
16mm film loans	23,685
8mm film loans	2,455
16mm films in collection	5,442
8mm films in collection	562
Tapes in collection	
Reel to reel	240
8 track	29
Cassette	389
Filmstrips in collection	331
Film Registrations	2,478

During the past six months the Reynolds Audio Visual Department has experienced continuing growth and development in the collections of 16mm and 8mm films. Our 16mm film collection now numbers 5,442 films and the 8mm collection has 562 films in the four 8mm formats presently available: regular 8mm silent, super 8mm silent, regular 8mm magnetic sound and super 8mm optical sound cartridge.

New titles of particular interest include two classic feature films made during the 1920's. First, Metropolis, directed by Fritz Lang, the famous German director, a silent fantasy that takes a look at things to come from the viewpoint of 1926. The other, Phantom of the Opera, starring Lon Chaney, a classic horror tale of a strange man living in the cellars of the Paris Opera House.

One of RAVD's relatively new and interesting collections is the super 8mm optical sound film in cartridge format. Extremely easy to handle, it has been quite popular with borrowers especially over weekends. RAVD also loans the special projector to use with this film cartridge at a rental charge of \$1.00 per day. This charge is made to cover cost of projection lamp replacement (projection lamps are quite expensive, about \$9.00 each) and required maintenance. We have just completed a survey of this service and as anticipated, projector lamp replacement was the most expensive item amounting to \$164.00 over the past year. Projector repairs for the same period came to \$36.25. Total maintenance costs were \$200.00 and our income from rental charged amounted to \$144.00. In April 1970 the collection numbered 27 titles and today, a year later, we have 65 titles available. Projected plans for the future include a limited expansion, holding back mostly because of the constantly changing technology developments in the field: for example, EVR and super 8mm magnetic sound cartridge, not to mention cartridge TV, all of which are completely incompatible with each other.

RAVD staff are presently preparing the 16mm film catalog for input into the NICEM computer printout. NICEM (which stands for National Information Center for Educational Media) will be printing the next edition of our film and filmstrip catalog which hopefully we will have available for distribution about September 1. NICEM was funded in 1958 by a grant from the U.S. Office of Education to begin to organize a retrieval system (a data bank of information on 16mm films on machine readable tape which can be manipulated for the purpose of printing out media catalogs with an accuracy and speed not previously possible) NICEM is the world's largest operational computer based index system for audio visual materials cataloging. They have produced film catalogs for a number of the large public library film libraries around the country including Los Angeles, Kansas City, Chicago and Boston. The first edition of this catalog will cost us \$8,500 which we are budgeting over a two year period.

Two gifts of major size have recently been received by the department. The first, a collection of over 400 stereo classical records generously given to us by Mr. George Fisher of Rochester. We extend our thanks and gratitude to Mr. Fisher for this exceptionally fine gift of recorded music. Our second

gift comes from Mrs. Peter Alt of Pittsford, New York who has donated to RAVD her late husband's extensive collection of 16mm travel films, tape recorder, 16mm projector and ample supplies of film reels, cans and other equipment. Mr. Alt was well known in the local community for his many fine travel film presentations from exotic countries around the world to which he and his wife traveled and photographed. RAVD is quite fortunate in being the recipient of such a fine gift.

Of more than passing interest is the growing list of films in the collection by local filmmakers. RAVD has recently been able to acquire one of Dr. James Sibley Watson's films, THE FALL OF THE HOUSE OF USHER. This classic film, based on the famous Edgar Allen Poe story, was produced in 1928 and considered one of the first American avant-garde films. The music is by Alex Wilder. Another new acquisition is a short animated film titled $Y=X^2$, a look at society and the conformity of the individual, made by Ellen Landweber, daughter of Mr. & Mrs. Landweber of Rochester, who are active in the Friends of the Rochester Public Library. The films by Richard Robertson, another local filmmaker, have also recently been acquired. One is titled JAM, a documentary of a female roller skating derby (advocates of Women's Lib, take notice!) and LAST DAYS ON THE SANDS, a haunting visual poem of light, shadows, sands and deserted buildings. Also recently acquired is a film on our annual homemade racer classic, the Rochester Soap Box Derby. The filmmaker is Jack Taylor, an import from England and currently working at Kodak.

Our film list section has been busy of late producing new subject lists for distribution to our film borrowers. Two revised lists of popular subjects, Ecology and Business are now ready for distribution. Health Education, Mental Health, Sex, Marriage and the Family, and Films with a message. are also available for distribution.

In the audio section RAVD is now loaning to borrowers 8 track tapes, cassettes and reel to reel tapes. The 8 track tapes seem to be the most popular at the moment with the cassettes a close second. Since we have limited quantities of these new materials we are restricting loans to two tapes per library card and are asking borrowers to return tapes directly to the department instead of to their community library.

Very shortly, RAVD expects to become involved with EVR (which stands for Electronic Video Recording) EVR, developed by Dr Peter Goldmark of CBS (incidentally the father of the long play phonodisc) is a visual and sound system of recorded information in cartridge format playable on an attachment to an ordinary TV set. CBS in collaboration with Motorola and the National Audiovisual Center (Washington, D.C.) has made available a "starter" plan for the innovation of EVR in public libraries. In New York State the State Division of Library Development has made grants to public libraries in the state to purchase this "starter" package. A "starter" package consists of one EVR player, one TV set and a basic collection of 100 EVR cartridges. The Pioneer Library System will be receiving five such "starter" packages during the next few months to rotate among the libraries in the system to demonstrate the practicality and feasibility of the EVR system as an entertainment and educational information system for general public use. The EVR equipment and materials will be for "in house" demonstration use only during the first go around. The New York State Division of Library Development will develop and oversee the evaluation of the system, including equipment performance, user reaction and library staff response. It is expected that EVR players for

-3-

home use will be available on the market in 1972. One of the EVR packages will be housed here at the Central Library and RAVD staff are looking forward to "hands on experimentation"

Some highlights of our outreach work during recent months include: planning a series of film programs with the Department of Preventive Medicine at the University of Rochester Medical Center. One of our Library Aides, Mrs. Jeannette Cotton, has been active regularly in projecting films for this series. Another series of monthly "films sandwiched in" are being screened for staff at the Rochester Mental Health Center. Jeannette Cotton also services several nursing homes in the area, Maplewood, Beechwood, Flower City, Park Alexander, Monroe County Hospital, as well as the NEAD center. Other activities have included speaking engagements with groups of tutors and aides at the Neighborhood Youth Corp on audio visual materials and services at RAVD and participation in an audio visual program for members of the Rochester Sales Executives Club.

On the film judging circuit Mr. Barnes has been active as Chairman of the American Film Festival prescreening committee for films in the History category. He was also a juror for screening and evaluating films in two areas for CINE (Committee for Nontheatrical Events): Business and Adult Amateur. CINE is the organization that selects American films for entry into foreign film festivals. Mr. Barnes also accepted an invitation to be a judge for the Eastman Kodak Teen Age Movie Contest that was held last fall.

RAVD recently had to abolish one clerk/typist position as a result of the current economy drive by City and County. The Central Library Services Budget for 1971-72 of \$2,475,918 included over \$224,000 increase over last year just to maintain the present level of staff and to meet unavoidable operating costs. The great bulk of increase was for new salary and wage levels and personnel benefits. Each unit of the Central Library was requested to propose cuts in its personnel budget up to 10%. RAVD submitted to the Administration a 6% and a 10% plan to reduce the department personnel budget. The 6% plan (abolishing one clerk/typist position) was accepted. Main responsibilities of this position include handling the PLS film depot service and the film use charge bookkeeping and billing operations. This workload will now have to be redistributed to other staff in the department.

RAVD is happy to have the last six months behind them. October to April are the busiest and most hectic months of the year immersed in film bookings and all the other related activities to keep the operation going. Now we have a bit of a respite to catch our collective breath and plan for next year.

Respectfully submitted,

Robert W. Barnes, Head
Reynolds Audio Visual Department

THE REYNOLDS LIBRARY

BOARD OF TRUSTEES

1971-1972

President & Mortimer R. Anstice, Jr. 381-4567
Treasurer: 108 Sandringham Rd., Rochester, 14610

Vice President: Thomas F Judson 271-6440
John B. Pike & Son
1 Circle Street, Rochester 14607

Secretary: E. Willoughby Middleton, Jr 325-7585
900 Midtown Tower, Rochester 14604

* * * * *

Broadhurst, Lawrence 263-4306
Central Trust Company
44 Exchange Street, Rochester 14614

Ellingson, Mark, Dr. 586-4264
3940 East Avenue, Rochester 14618

Flory, John 381-5554
36 Dogwood Glen, Rochester 14625

Hacker, Harold S. 546-2260
Rochester Public Library
115 South Avenue, Rochester 14604

Pike, John D. 473-6605
130 Grosvenor Road, Rochester 14610

Vandevate, Dwight 381-3030
303 Sandringham Road, Rochester 14610

Weller, Joseph F , Jr 724-4502
Eastman Kodak Company
343 State Street, Rochester 14608

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 17, 1971
at the Genesee Valley Club

Present: Messrs. Anstice, Broadhurst, Ellingson, Flory, Hacker,
Judson, Middleton and Weller

Absent: Messrs Pike and VandeVate.

The minutes of the Annual Meeting held on May 18, 1970, were approved as mailed, and a reading thereof dispensed with.

The Treasurer, Mr. Anstice, then presented the Accountant's Report submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1970. Income for the year was \$59,110.98, with an excess of income over deductions of \$14,947.52. Mr. Anstice reported that this year we will give the Rochester Public Library \$40,000 plus the excess of \$14,947.52 in that Library's fiscal year beginning July 1, 1971.

The Treasurer was authorized to pay the City of Rochester \$10,000 on or before each of July 1 and October 1 of 1971, and January 1, and April 1, 1972, and to pay any overage in income to the City after the next audit. The Treasurer was also authorized to pay the amount of \$14,947.52, constituting excess of income over expenses for the year 1970, to the City in July 1971.

The Board then authorized the Treasurer to appoint Peat, Marwick, Mitchell & Co. as auditors for the year 1971.

Mr. Anstice recommended that the Finance Committee consist of Messrs. Broadhurst, Ellingson and himself for the coming year. His recommendation was unanimously approved.

The Treasurer's report was then approved.

Mr. Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year. A general discussion of the investment portfolio followed, during which Mr. Broadhurst

pointed out that both the value of the Library's investments and its annual income had reached an all-time high in 1970.

The President, Mr Anstice, reported that he had appointed Mr Judson to serve as the representative of the Reynolds Library on the Board of the Rochester Public Library. Mr. Hacker praised Mr Judson for his valuable and faithful service to that Board.

All members present expressed their sorrow on the passing of Mr Joseph F. Weller, Sr., and the following resolutions were unanimously adopted:

RESOLVED:

That this Board give thankful recognition and appreciation for faithful service and wise counsel given it by the late Joseph F Weller, Sr , from June 8, 1923 to November 26, 1970. The time, energy and abilities devoted to the Reynolds Library by Mr Weller during those many and critical years have accounted in large measure for the direction and growth of this Library and the great contribution it has made to this community. The members of this Board will miss the presence and inspiration of such a fine gentleman.

FURTHER RESOLVED:

That a copy of this resolution be tendered to Mr Weller's family as an expression of this Board's heartfelt appreciation and sympathy

The secretary was instructed to mail a copy of the above resolutions to Mrs Weller.

The Secretary, for Mr VandeVate, Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1972 the following:

President and

Treasurer

Vice President

Secretary

Mortimer R. Anstice, Jr.

Thomas F Judson

E. Willoughby Middleton, Jr.

Upon motion, the nominations were closed. The Secretary was

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Mr. Hacker, Chairman of the Library Committee, distributed copies of semi-annual reports for the periods ending October 31, 1970, and April 30, 1971, of the Reynolds Audio-Visual Department, which were discussed.

Mr. Hacker reported that the Library was in the process of moving substantially toward a greater non-print orientation, developing as rapidly as possible its non-print media program. Both Rochester Public Library and Monroe County Library System Boards of Trustees had approved plans for the adoption of all non-print media on an orderly timetable. This is a direct by-product of the Reynolds Library investment in the Reynolds Audio-Visual Department begun in 1949. Mr. Hacker read to the Board recommendations for this program contained in the plans prepared for the Library. In concluding, he stressed the importance of the funds the Reynolds Library had donated, which had given the Rochester Public Library the freedom to innovate with new media.

Mr. Hacker informed the Board that local schools had accounted for between 48% to 56% of the use of 16 mm. films in the past two years and that use by individuals has been steadily growing. On the other hand, use by organizations has been diminishing somewhat.

He reported that plans are now being made for the construction of a 2,000 car ramp garage diagonally across from the Library, which should take care of parking and alleviate the Library's most serious problem.

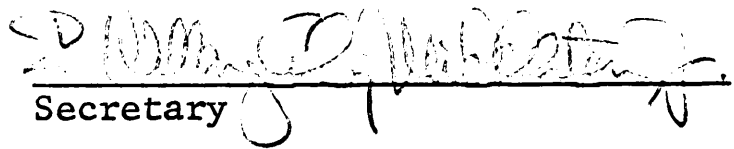
He said that the Library is proposing to add film storage space for RAVD by utilizing some space in the adjoining Rundel Gallery and plans to budget for the next two years sufficient Reynolds funds to accomplish that goal.

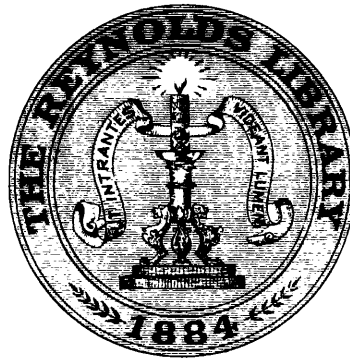
Looking to the future, Mr. Hacker reported that the next move in materials would be in the field of electronic video recordings: EVR - first of the video cassette materials. People will see EVR for the first time - in the Library. With the use of federal funds, the Monroe County Library System will purchase five units of EVR players and cassettes, four of which will move from library to library and the fifth will be displayed in the Central Library.

Mr Hacker stated that the auditorium on the third floor of the Library soon will be renovated and that the Friends of the Public Library had invested \$5,000 in a new screen, projector and sound system, which will enable the Library more effectively to present its audio visual programs. This means that RAVD will become a closer part of the central services of the Library than ever before.

The President reported with regret that he had received the resignation from this Board of Dr McCrea Haslett.

There being no further business, the meeting was adjourned.


Secretary



ROCHESTER, NEW YORK

May 17, 1971

RESOLVED:

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Secretary	E. Willoughby Middleton, Jr

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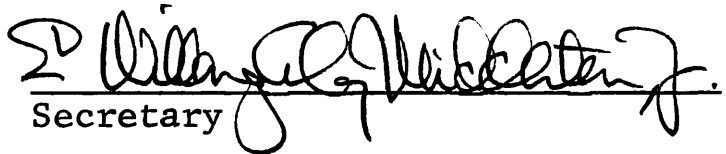
Looking to the future, Mr. Hacker reported that the next move in materials would be in the field of electronic video recordings: EVR - first of the video cassette materials. People will see EVR for the first time - in the Library. With the use of federal funds, the Monroe County Library System will purchase five units of EVR players and cassettes, four of which will move from library to library and the fifth will be displayed in the Central Library.

- 4 -

Mr Hacker stated that the auditorium on the third floor of the Library soon will be renovated and that the Friends of the Public Library had invested \$5,000 in a new screen, projector and sound system, which will enable the Library more effectively to present its audio visual programs. This means that RAVD will become a closer part of the central services of the Library than ever before.

The President reported with regret that he had received the resignation from this Board of Dr McCrea Haslett.

There being no further business, the meeting was adjourned.


Secretary

MRS. JOSEPH WELLE
75 AMBASSADOR DRIVE
ROCHESTER, NEW YORK 14610

June 16, 1971

Dear Mr. Middleton -

Will you please express my most sincere appreciation to the Board of the Reynolds Library for their very beautiful resolution on the death of my husband, Joseph Francis Weller, Sr.

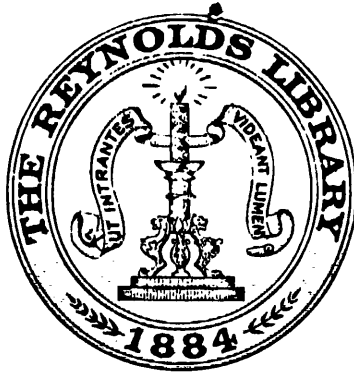
I have re-read it many times, bringing comfort and knowledge to what I know was very close to his heart.

Also my thanks to you for your personal note which accompanied it

Gratefully,
Mary Louise Weller

of Trustees on May 17, 1971.

E. William Middleton, Jr.
Secretary



ROCHESTER, NEW YORK

RESOLVED:

That this Board give thankful recognition and appreciation for faithful service and wise counsel given it by the late JOSEPH F WELLER, SR. from June 8, 1923 to November 26, 1970. The time, energy and abilities devoted to the Reynolds Library by Mr. Weller during those many and critical years have accounted in large measure for the direction and growth of this Library and the great contribution it has made to this community. The members of this Board will miss the presence and inspiration of such a fine gentleman.

FURTHER RESOLVED:

That a copy of this resolution be tendered to Mr. Weller's family as an expression of this Board's heartfelt appreciation and sympathy.

The above resolutions were
unanimously adopted at the
Annual Meeting of the Board
of Trustees on May 17, 1971.

E. William Widdett, Jr.
Secretary

ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO VISUAL DEPARTMENT
SEMI - ANNUAL REPORT

SUMMARY OF STATISTICS

1 November 1971 to 30 April 1972

	November 1970 to <u>April 1971</u>	November 1971 to <u>April</u>
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-2-

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I am happy to report that our new automated 16mm film and filmstrip catalog of 158 pages has finally arrived and is now in distribution. As you know, this is a computer printed catalog produced for us by NICEM (National Information Center for Educational Media) at the University of Southern California at Los Angeles, California. Some of the features of the catalog include: listing of both films and filmstrips under the various subject headings in the subject index; a separate listing of all filmstrips by title; suggested audience and age levels for all materials; a separate listing of 16mm feature films; and a coded section in the back that lists distributors and producers. The catalog will be sold for \$4 to cover production and printing costs.

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The staff has been active in programming films for a number of nursing homes as well as several childrens' nurseries on a regular basis.

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Much attention is being focused these days on the video cassette with several systems trying to capture the market. One important component of any system will be the distribution of the cassette software.

And here RAVD has been keeping up with the developing technology by experimenting with EVR and very soon, video tapes. The video scene, however, is only part of the total picture of changing media technologyof new products, equipment and utilization.

Respectfully submitted,

Robert W Barnes

Robert W. Barnes, Head
Reynolds Audio Visual Departme

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 23, 1972
at the Genesee Valley Club

Present: Messrs Anstice, Broadhurst, Ellingson, Flory,
Hacker, Judson, VandeVate, Middleton and Weller

Absent: Mr Pike

The minutes of the Annual Meeting held on May 17, 1971, were approved as mailed, and a reading thereof dispensed with.

The Treasurer, Mr. Anstice, presented the Accountant's Report submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1971. Income for the year was \$60,086.04, with an excess of income over deductions of \$15,857.39. Mr Anstice requested approval to give the Rochester Public Library \$50,000 plus the excess of \$15,857.39 in that Library's fiscal year which begins on July 1, 1972.

The Treasurer was authorized to pay the City of Rochester \$12,500 on or before each of July 1 and October 1 of 1972, and January 1, and April 1, 1973, and to pay any overage in income to the City after the next audit. The Treasurer was also authorized to pay the amount of \$15,857.39, constituting excess of income over expenses for the year 1971, to the City in July, 1972.

The Board then authorized the Treasurer to appoint Peat, Marwick, Mitchell & Co. as auditors for the year 1972.

Mr. Anstice recommended that the Finance Committee consist of Messrs. Broadhurst, Ellingson and himself for the coming year. His recommendation was unanimously approved.

The Treasurer's report was then approved.

Mr Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year A general discussion

of the investment portfolio followed, during which Mr Broadhurst pointed out that income had increased and that the increase in the value of investments had exceeded that of the Dow Jones averages. Several bond transactions as well as maturities made possible the purchase of 160 shares of General Electric common. It was decided to purchase 100 shares of Boise Cascade in order to average down the cost of those now held.

Mr Vandevate, Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1973 the following:

President & Treasurer	Mortimer R. Anstice, Jr
Vice President	Thomas F Judson
Secretary	E. Willoughby Middleton, Jr.

The Secretary was instructed to cast one ballot for the election of the above officers, and the President announced that they had been duly elected.

Mr Hacker, Chairman of the Library Committee, distributed copies of the semi-annual report of the Reynolds Audio-Visual Department (RAVD) for the period ending April 30, 1972, which was then discussed.

Mr Hacker reported that the Rundel Art Gallery adjoining RAVD, had been closed by RPL Board action so that it could be converted into a Fine Arts Center. Its former use as a show place for local artists' groups had been diminishing due to policy changes by the Memorial Art Gallery and a great increase in art galleries in the Rochester area. Its new use would be twofold: new air-conditioned storage area for RAVD film collection and new public service area for musical recordings and tapes, music scores, framed prints and sculpture reproductions.

The 16 mm. film collection has been weeded out to upgrade quality and condition.

Mr Hacker distributed the new RAVD film catalogue to those present. It was produced by a California organization from a computerized data base. RPL will update it quarterly with its own computerized supplement; the full catalogue will be published every two years. A survey of schools in Monroe County indicated that film service was very satisfactory and that there was an expanded use of film strips.

Harold S. Hacker

115 SOUTH AVENUE

ROCHESTER 4, NEW YORK

REYNOLDS BOARD

5/23/72

FACILITIES

- 1 RUNDEL FINE ARTS CENTER
2. 16mm STORAGE
3. RAYD FILM SERVICE AREA

16mm FILMS

- 1 LOAN + COLLECTION STATISTICS
2. REGISTRATION STATISTICS
- 3 SERVICES - ORGANIZATIONS
SCHOOLS
INDIVIDUALS

INTER-LIBRARY LOANS

PLS DEPOSITS

MJCA FILM CIRCULIZ

4. NEW CATALOG

- 5 CONSUMER CHECK WITH SCHOOLS

RECORDS, TAPES, FILMSTILLS (IN CATALOG)

- 5 MEDIA - COMMUNITY LIBS.

OTHER

EVR

SATURDAY PROGRAMMING

SPECIAL FILM LIZ

ROCHESTER PUBLIC LIBRARY AND MONROE COUNTY LIBRARY SYSTEM,

ROCHESTER PUBLIC LIBRARY
 REYNOLDS AUDIO VISUAL DEPARTMENT
 SEMI - ANNUAL REPORT

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Reynolds Audio Visual Departme

REYNOLDS BOARD AGENDA

11/14/72

MEETING AGENDA (KIT OF ENCLOSURES)

1. FILM CATALOG PROGRAM (+ SPECIALIZED LISTS - BUSINESS)
2. FEATURE FILM CIRCUIT + FILM PROGRAMMING
3. DICK PADDON → VINCE ROSELLA
4. PORTABLE CHANNELS + VTR
5. FSI
6. MEETING WITH BOCES #1 AV PEOPLE - PROBLEMS -
a) BOOKING SERVICE b) CATALOG SERVICE c) CONDITION OF FILMS
7. IFT CASE + SERVICES RENDERED

RMB TOUR AGENDA

INTRO OF STAFF

1. RAUD - EVR + SUPER 8 SOUND CARTRIDGE
 2. RUNDEL - FINE ARTS CENTER
 3. CENTRAL HALL - AV KIOSK
- MULTI-MEDIA IN DIVISIONS
4. 5 MEDIA - COMMUNITY LIBS.
 5. WHEATLEY + SCREENS (EXTOLITE)

REYNOLDS LIBRARY BOARD

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Vice President
Secretary

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Thomas F. Judson
E. Willoughby Middleton, Jr

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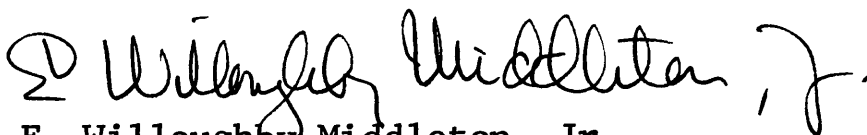
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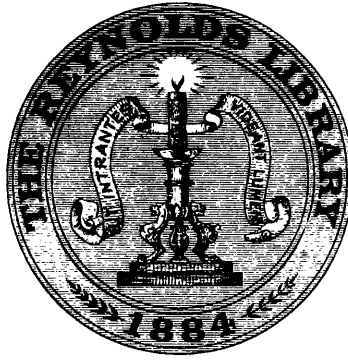
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This year saw the introduction of a new medium among community libraries--tape cassettes. The Library also introduced electronic video recordings (EVR), which can be shown through a television receiver. This is a good example of the kind of pioneering the Library has been doing.

Following Mr Hacker's report, it was suggested that the Board meet in the Fall for a tour of the Library, followed by lunch at the Genesee Valley Club.

There being no further business, the meeting was adjourned.


E. Willoughby Middleton, Jr.
Secretary



ROCHESTER, NEW YORK

NOTICE OF MEETING

November 14, 1972
11:30 A.M.

The Fall meeting of the Board of Trustees of The Reynolds Library will convene in Mr Hacker's office at the Rochester Public Library at 11:30 a.m. sharp on Tuesday, November 14, 1972. After a tour of the Reynolds Audio-Visual Department, we will proceed to the Genesee Valley Club for a luncheon meeting at approximately 12:15 p.m.

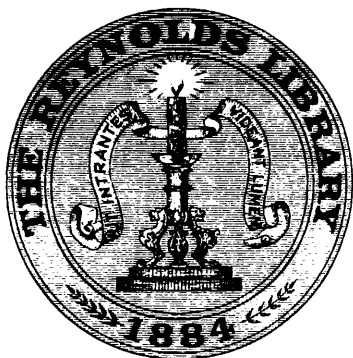
Please indicate whether you will be able to attend by signing the enclosed self-addressed post card and returning it to me.

Very sincerely yours,

Σ. Willoughby Middleton, Jr.

Secretary

Enclosure



ROCHESTER, NEW YORK

NOTICE OF MEETING

Tuesday
May 23, 1972
12:15 p.m.

The Annual Meeting of the Board of Trustees of The Reynolds Library will be held at the Genesee Valley Club on Tuesday, May 23, 1972, at 12:15 p.m.

Please signify your intention on the enclosed post card and return it to me as soon as possible.

Very sincerely yours,

S. W. Winger
Secretary

Enclosure

ROCHESTER PUBLIC LIBRARY

REYNOLDS AUDIO VISUAL DEPARTMENT

SEMI - ANNUAL REPORT

SUMMARY OF STATISTICS

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* * * * *

16mm films in collection	5,306	} 7000
8mm films in collection	1,740	
Filmstrips in collection	1,293	
Film Registrations	1,850	
Tapes in collection		

Open reel 616
8 track 631
Cassette 1,417

2,664 ←

HIT REPORT :

1. RUNDEL FINE ARTS CENTER/RAVD PHYSICAL REORGANIZATION → STRESS ON VISUAL STATIONS
2. RPL/MCL'S STAFF RAVD TASK-FORCE
3. IFT SETTLEMENT
4. EVENING SERVICE
5. ILL 16mm SERVICE ; SUPER-8 SOUND CONTAINS GROWTH
6. FEATURE FILM
7. CATALOG SUPPLEMENTS

As of May 1, 1973 the 16mm film collection of the Reynolds Audio Visual Department numbered 4,879 titles and 427 duplicate prints for a total of 5306 prints. Some of the outstanding new films in the collection are: Frederick Wiseman's documentary, HIGH SCHOOL; two early films by the early French pioneer filmmaker, George Melies, CONQUEST OF THE POLE and TRIP TO THE MOON; an important film on the life and work of Gertrude Stein; a film on Frances Flaherty, wife of the famed American documentary filmmaker, Robert Flaherty; a number of films from the popular CBS 21st Century series including FOOD REVOLUTION, COMMUNICATIONS EXPLOSION, WEIRD WORLD OF ROBOTS, INDUSTRIES OF THE FUTURE, FOUR DAY WEEK, COSMOPOLIS, and GAMES FUTURISTS PLAY. We have also a documentary on the making of the feature film, BUTCH CASSIDY AND THE SUNDANCE KID. One of our more popular documentaries is BUT WHAT IF THE DREAM COMES TRUE, a study of upper middle class white America. Probably our most popular film at the moment is FUTURE SHOCK, based on the best selling book by Alvin Toffler and narrated by Orsen Welles. From the important period of American documentary filmmaking of the 1930's we have added THE PLOW THAT BROKE THE PLAIN by Pare Lorentz. This a film on the social and economic history of the Great Plains from the settlement of the prairies by cattlemen and farmers through the World War I boom to drought and depression. We have another film on the work of Federico Fellini, the famous Italian film director, called FELLINI: A DIRECTOR'S NOTEBOOK.

The collection has benefited recently from several gifts of films. From Cold Seal Wineries in Hammondsport, N.Y. we have received a film on wine making and wine cookery. Eastman Kodak has given us five new travel films including COLORADO, SOUTH PACIFIC, AUSTRALIA, FAR AWAY PLACES IN PICTURES and TRAIL FOR ALL SEASONS. From the Shell Oil Co. we have received two ecology films, RIVER MUST LIVE and AIR IS FOR BREATHING. They have also given us the WONDERFUL WORLD OF GOLF. In addition we have received three films from the American Cancer Society and a film on rats produced locally for the Monroe County Department of Health by UCOM.

Work on the Rundel Fine Arts Center finally started on January 3, 1973. The firm of Raymond LeChase Inc. was the successful low bidder at \$15,584 and is responsible for the construction work. In the fall of 1971, RPL trustees approved the conversion of the Rundel Gallery to the Rundel Fine Arts Center to be operated jointly by the Reynolds Audio Visual Department and the Art Division. The Center brings music in print and recorded form and the library's collection of fine art reproductions (framed pictures and sculpture) together in one location; thus fulfilling the desire and intent of the late Morton W. Rundel, through whose generosity this "library and fine arts center" was made possible. On February 26 the Center opened but is still awaiting delivery and installation of some equipment and furnishings. The remaining space of the Gallery has been renovated for use by our department as additional work and storage area.

With the tapes and records removed to the Fine Arts Center we now have enough space to set up a visual center complete with individual carrels and preview stations for viewing the various films and filmstrips that we loan. For the first time we will have proper facilities for in-house use of our media. Equipment is on order and we hope to be completely operative in the near future. We are also extending our film booking and previewing services into the evening hours until 9:00 p.m.

Several new film lists have been prepared including: Background on Mexico and Latin America, Spanish speaking in the U.S., Third World in Latin America and Women on Film. Our lists on Drug Abuse and films on War and Peace have been updated.

Loans of Technicolor cartridge projectors and films to the public has been on the upswing. It has proven to be an increasingly popular form of family viewing as shown by the following statistics:

	<u>1970</u>	<u>1972</u>
Size of collection (film titles)	27	94
Number of projectors for loan	4	12
Loans of projectors	75	208
Maintenance		
Projection lamps	\$164.05	\$73.20
Projector repairs	36.25	235.55
Film repairs		77.20
	<u>\$200.30</u>	<u>\$385.95</u>
Projector rental income	\$144.00	\$268.00

Inter-library loan of films to individuals and organizations through member libraries of the Monroe County Library System has also been popular as shown by the following statistics:

<u>1971</u>	<u>1972</u>	<u>% increase</u>
1,296	1,966	51.6

However, the total picture of 16mm films loans has decreased slightly (9.1%) in 1972. This is due to the fact that several hundred of our most popular films were withdrawn temporarily last summer for rejuvenation purposes.

In the central hall of the library is a new rear screen structure that has the appearance of a Kiosk. From this facility we have been scheduling daily shows of 16mm films, 8mm films, slides and filmstrips promoting not only our own media but the various collections of media in the other divisions of the library.

Family Service of Rochester has a Minority Relations Study Group which has been meeting in RAVD twice a month screening and evaluating our films on minorities for possible use with social workers, staff and community groups. One of the films they praised highly is a new feature length film, DUTCHMAN, based on the popular Le Roi Jones play.

On December 22, 1972 we had a capacity audience of 205 people for a two hour program of Christmas films including RUDOLPH THE RED NOSED REINDEER, PLUTO'S CHRISTMAS TREE and the NIGHT BEFORE CHRISTMAS.

In January the department with the cooperation of the Industrial Management Council did a mailing of our newly revised Business Films List to 109

businesses and banks in the Rochester area. Envelopes, provided by the library, were addressed by staff of the IMC and mailed from the library.

The seven programs of part one of the Films Sandwiched In series, held during November and December, attracted a total of 380 people, an average attendance of 54. Part two of the series which started on January 9 with a program on Scotland and continued until February 27 attracted a total of 618 people, an average attendance of 77.

Our own Saturday feature film series of 9 programs has attracted a total of 308 people thus far.

Recent activities have included screening and discussion of new films in the collection at a meeting of GRAFIA (Greater Rochester Area Film Instructors Association) on April 10, 1973. The department has assisted White Ox Films in presenting a program of 8mm films by the noted American experimental filmmaker, Stan Brakhage, at the Memorial Art Gallery. We spoke at a meeting of Brighton High School teachers on services and materials in RAVD. Activity in CINE has been active in prescreening films produced in the U.S. in the categories of sports and business and industry for showings at film festivals around the world.

Department staff, notably our AV Technician, Vince Rosella, assisted the New York Library Association at its conference here in Rochester, November 8 - 11, at the Flagship Hotel and the Holiday Inn by providing and operating all kinds of A.V. equipment at the various meetings.

Mrs. Klonick, Assistant Department Head, spoke and fielded questions about RAVD at a recent meeting of RESOURCES, an organization of local school media people, here at the library. On another occasion she conducted a tour of the department and spoke about availability of media for a group of technical services librarians from the Colgate Rochester Divinity School.

Our two film inspectors, Mark Herman and Cal Rusch participated in a communications survey for the National Technical Institute for the Deaf at R.I.T. The project was designed to determine the kind and amount of communication required in positions for which deaf students are trained.

As we wind up another six months of busy activity we are eagerly awaiting the evaluation of our complete operations by a team of library, business office, and computer systems consultants and experts. Basically, we're interested in how we can operate more efficiently. But there are other important reasons: new cooperative relationships with the newly created Fine Arts Center and the Art Division, the growth and thrust of nonprint media throughout the library world; the heavy demands of schools and inter-library loans on our 16mm film collection despite reductions in staff personnel in recent years; and the implementation of some of the recommendations in the library's plan for nonprint media.

Respectfully submitted,



Robert W. Barnes, Head
Reynolds A.V. Department

NOTICE

Annual Meeting

TRUSTEES of the REYNOLDS LIBRARY

The annual meeting of the trustees of the Reynolds Library will be held on Tuesday, May 15, at 12:15 P.M. in the Genesee Valley Club.

At 11:30 A.M. that day, Harold Hacker will offer a personal inspection tour of the Reynolds Audio-Visual Department and the new Rundel Fine Arts Center to interested trustees. The former Rundel Gallery has been closed and was remodeled (thanks to Reynolds funds) to provide new film storage quarters for RAVD and new public service space for musical records & tapes, framed pictures, sculpture reproductions, music scores & choral sheet music.

Don't miss this opportunity !

Call Harolds' office (546-4637), please re your attendance plans for both events.

E. Willoughby Middleton, Jr.

Secretary

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 15, 1973
at the Genesee Valley Club

Present: Messrs. Anstice, Broadhurst, Ellingson, Hacker,
Judson and Weller

Absent: Messrs. Pike, Flory, VandeVate and Middleton

The minutes of the Annual Meeting held on May 23, 1972, were approved as mailed, and a reading thereof dispensed with.

The Treasurer, Mr. Anstice, presented the Accountant's Report submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1972. Income for the year was \$64,260.18, with an excess of income over deductions of \$14,667.02. Mr. Anstice requested approval to give the Rochester Public Library \$50,000 plus the excess of \$14,667.02 in the Library's fiscal year which begins on July 1, 1973.

The Treasurer was authorized to pay the City of Rochester \$12,500 on or before each of July 1 and October 1 of 1973, and January 1, and April 1, 1974, and to pay any overage in income to the City after the next audit. The Treasurer was also authorized to pay the amount of \$14,667.02, constituting excess of income over expenses for the year 1972, to the City in July, 1973.

The Board then authorized the Treasurer to appoint Peat, Marwick, Mitchell & Co. as auditors for the year 1973.

Mr. Anstice recommended that the Finance Committee consist of Messrs. Broadhurst, Ellingson and himself for the coming year. His recommendation was unanimously approved.

The Treasurer's report was then approved.

Mr. Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year. A general discussion of the investment portfolio followed, during which Mr. Broadhurst pointed out that income had increased and that the increase in the value of investments had exceeded that of the Dow Jones averages. He recommended that several low yield investments now held be sold and that purchases of IBM and Xerox be made for long term appreciation.

Mr Ellingson, Acting Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1973 the following:

President & Treasurer
Vice President
Secretary

Mortimer R. Anstice, Jr
Joseph F Weller, Jr
E. Willoughby Middleton, Jr.

The Acting Secretary was instructed to cast one ballot for the election of the above officers, and the President announced that they had been duly elected.

Mr Hacker, Chairman of the Library Committee, distributed copies of the semi-annual report of the Reynolds Audio-Visual Department (RAVD) for the period ending April 30, 1973, which was then discussed.


Mr Hacker reported that the physical reorganization on the second floor of the Rundel Memorial Building, financed from Reynolds Library funds, had been completed, resulting in the creation of a new public service area, the Rundel Fine Arts Center, a new film storage room for the Reynolds Audio-Visual Department, and a physical reorganization within the Reynolds Audio-Visual Department. The first two space changes were made possible by conversion of the former Rundel Gallery into two rooms: a smaller room planned for storage of films; and the larger room (the Rundel Fine Arts Center) for the storage of two audio music collections (disc recordings and tape recordings), a collection of music scores in print format, a collection of choral sheet music part scores, and two are reproduction collections (framed prints and sculpture reproductions) The Rundel Fine Arts Center is being staffed jointly by the Reynolds Audio-Visual Department and the Art Division. As a result of the move of the two audio music collections from the Reynolds Audio-Visual Department to the Rundel Fine Arts Center, RAVD is able to plan new uses for its public service areas and will be establishing a series of new visual stations for the use of 16mm films, super 8mm sound cartridge films, 8mm films, television cassettes, and other visual materials by library patrons. When the equipment is installed (much of it was on order), RAVD will be able to offer a new dimension of video services to our public to permit more screening of films by group borrowers and to enable individuals who lack film viewing equipment to view the films in our collection here in the library just as they now may use reference books and magazines in the library

A joint RPL and MCLS Staff Task Force has been appointed to work with the RAVD staff for purposes of improving its services to the public and to our MCLS member libraries, to review the collection goals of RAVD and to improve them if necessary, and to seek more effective operating procedures within RAVD.

Thanks to the Reynolds Library Board, the problem between the City of Rochester and International Filmtreat, the company that undertook film cleaning and repair work on the verbal order of Robert Barnes, has been settled. The \$30,000 bill has been reduced to \$20,000 and IFT has agreed to accept payment in two installments: one which was made in January and the second to be made in July - in two different RAVD fiscal years.

Among other major RAVD developments are that the 16mm film inter-library loan service (library patrons may book films in 34 community libraries in Monroe County and pick them up and return them there) has continued to grow and is much appreciated. The super 8mm sound cartridge film collection has continued to grow, numbering over 70 titles - RAVD lends these films and projectors (the latter at \$1 per day) for home use. RAVD acquired a substantial number of new feature films during the 1972-73 fiscal year and several community libraries in MCLS participated in a fall feature film circuit. Finally, our program of updating and accumulating the 16mm and 8mm film catalogs supplements through use of the County computer has been working very well - film borrowers have to consult only the original catalog and one supplement at any one time.

There being no further business, the meeting was adjourned.


E. Willoughby Middleton, Jr
Secretary

ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO VISUAL DEPARTMENT
SEMI - ANNUAL REPORT
SUMMARY OF STATISTICS

1 May 1973 to 31 October 1973

	May 1972 to <u>October 1972</u>	May 1973 to <u>October 1973</u>
16mm film loans	15,046	<u>13,472</u>
8mm film loans	4,124	<u>4,548</u>

16mm films in collection	<u>5,412</u>
8mm films in collection	<u>1,834</u>
Filmstrips in collection	<u>1,376</u>
Film registrations	<u>974</u>

During the past six months the Reynolds Audio Visual Department has experienced continuing growth and development in the collections of 16mm and 8mm films. At present the 16mm film collection numbers 4,974 titles and 438 duplicate prints for a total of 5,412 prints. Our 8mm collection now numbers 1,834 prints in the various formats.

Some of our more interesting new films are: DAVID: OFF AND ON, Martha Coolidge's remarkable documentary about her drug addicted brother. This film, incidentally, won the first John Grierson Award at the American Film Festival last May in New York. The award will be given annually at the festival for the most creative documentary produced during the year. NORMAN ROCKWELL'S WORLD is a sensitive portrait of the famous American artist who is probably best remembered for his nostalgic covers for the "Saturday Evening Post." Several documentaries from the famous World War II "Why We Fight" series directed by Frank Capra have been added to the collection, including BATTLE OF BRITAIN, BATTLE OF RUSSIA, NAZIS STRIKE, and WAR COMES TO AMERICA. For science fiction buffs we have now on film a conversation with the prolific science writer Isaac Asimov called HISTORY OF SCIENCE FICTION. Also new is HOLLYWOOD; THE DREAM FACTORY, a compilation of film clips from the great MGM feature films produced during the 1940's and 50's. For those interested in the problems of aging, we have a new film produced by the National Film Board of Canada called NELL AND FRED which concerns itself with older people having to give up a personal lifestyle for a cold and lonely cubicle in a high rise apartment. For ski enthusiasts we have SOUNDS OF SILENCE, a fast moving montage of ski activity in British Columbia. One of our new UNICEF films is DANNY KAYE: THE PIED PIPER, in which the comedian retraces his famed trip 18 years ago to observe the change that UNICEF has helped bring to lives of children in many countries. JOEY and FURTHER GLIMPSES OF JOEY are recently added films in the area of adoption of older children, made possible through a cooperative effort with RAVD purchasing one film and the other funded through contributions from four adoption agencies in the Rochester area; Council of Adoptive Parents, Northaven, Inc., Catholic Family Center and Monroe County Department of Social Services. FURTHER GLIMPSES OF JOEY is directed by Don Owen who made NOBODY WAVED GOODBYE, one of our all time popular films about young people and their hangups. Contributions have also been received from the LaLeche League of Rochester to purchase a new film on breastfeeding of infants. The Rochester Telephone Company has given us several films in the area of communications, driver education and music.

Our collection of locally made films continues to expand. A recent title is WILLOWPOINT, a nostalgic study of Willowpoint Park on Irondequoit Bay made by Rochester filmmaker, Frank LaLoggia. Another title, LIBERATION, made by RIT student Todd Lockwood is an experimental film about the forces of conformity and how one man attempts to resist these forces to maintain his uniqueness.

On July 3 we assisted at an organizational meeting for a local chapter of ACT (Action for Childrens' Television) by showing a new film at the library called BUT FIRST THIS MESSAGE: an analysis of the effects of commercials on childrens' TV programs.

On July 19 we hosted a full day preview session of films on the subject of Women's Liberation. Both new films in the collection as well as preview films were viewed by a sizeable audience including representatives from a number of local womens' groups.

A new circulation policy regarding filmstrips became effective July 1. As of that date they became available on a first come first serve basis. They will be available for loan on presentation of a Pioneer Library System library card in the same way that books and recordings are loaned, for a two week period. Also they may be borrowed on Inter-library loan and can be returned to any Pioneer Library System library. Reserves will be accepted in the same way as books and recordings. If a title is not on the shelf when requested, the patron is charged 10¢. When the filmstrip is returned, a post card is sent to notify the patron that the filmstrip is being held for him.

Our new 16mm and 8mm film supplements went into distribution the first week of October. As you know, these supplements are produced by the Monroe County computer on a quarterly basis to keep our main catalogs current and up to date.

An audience of 109 came to see a return engagement of KING KONG along with a special added attraction, ABBOTT AND COSTELLO MEET THE MONSTERS on Saturday, October 20th. It just goes to show that Kong still has the old charm to bring them in.

On October 27th we had our first program in the "Perspectives on People," film series, commemorating the 25th anniversary of RAVD. The series will run until June 1974 with each program devoted to the work of an outstanding filmmaker. The eight filmmakers whose work will be shown include: Norman McLaren, Arne Sucksdorf, Jiri Trnka, Julien Bryan, John Halas and Joy Bachelor, John Korty, Robert Flaherty and George Stoney.

Film programs for libraries for the period January to June 1973 have increased 17.3% over the same period in 1972. Special film lists have been produced in the following areas; Women on Film, Aging and the Aged, Films on the Handicapped, and Participative Management.

On October 6th the Central Library Division Heads had an opportunity to see our new film on telephone etiquette called TELEPHONE MANNERS. The response was so enthusiastic that we scheduled 4 showings on October 10 and 16 for all library staff. A total of 60 staff members turned out for the screenings.

During the past six months we have had two high school volunteers working in RAVD on a part time basis. During the summer we had Mike Duffy, a Penfield High School student, helping out in the film library. Currently we have Katie Reid, a student from East Rochester High, retyping our 16mm film card catalog.

Lois Klonick attended the annual ALA conference, June 23 - 26, in Las Vegas and reports having an exciting time seeing, evaluating and comparing new materials and equipment. Especially interesting, she says, was a three hour session on cable TV and its impact on libraries for the future.

Robert Barnes attended the American Film Festival, May 22 - 26, in New York

City participating as a festival juror in the category of sports and recreation. In July he participated in judging films for a competition sponsored by Industrial Photography Magazine. In October he was a judge at the semifinal judging of the Kodak Teen Age Movie Contest, a competition which attracted over 820 films this year from aspiring young filmmakers around the country. Robert is also back to school these days taking a course at the University of Rochester on concepts of Public Administration, sponsored by the City of Rochester and being made available to city and county employees.

As usual we have a few staff changes to report. Bonnie Lambert one of our pages, will be joining Eastman House full time on January 1st. Our two new pages, John Ragan and Angela Patanella, are helping out in film inspection and bookings. We are sorry to report that Vince Rosella left his post as AV Technician on November 9th. John Helmore, a graduate of Southwestern Louisiana University has replaced Vince. John has done graduate work at RIT and the Visual Studies Workshop.

Almost by accident we heard recently of a situation where RAVD films are playing an important part in the rehabilitation of an individual. One of our borrowers, Emmett Neary, a special education teacher at Franklin High School was telling us of the success he has had with films in communicating with a 20 year old boy who has Cerebral Palsy and is confined to a wheelchair permanently at the Monroe Community Hospital. In addition to his handicap the boy's mother died last year from cancer. Mr. Neary reports that the films he uses with the boy are so basic and fundamental to the boy's concept of himself and his world that without them he would probably withdraw into a vegetable type existence. It makes one pause and think of the importance of our daily work.

Respectfully submitted,



Robert Barnes, Head
Reynolds Audio Visual Department

STAFF TASK-FORCE

New City

REYNOLDS AUDIO-VISUAL DEPARTMENT
Budget, 1973-74

Income

Reynolds Library appropriation	<u>72-73</u> 65,800	<u>73-74</u> 52,167	(10,000 TF IF)
Fines, fees, catalogs	7,500	6,500	
Public funds	<u>18,715</u>	<u>20,000</u>	
Sub-total	92,015	78,667	
Monroe County Library System	<u>10,000</u>	<u>8,000</u>	
Grand total	102,015	86,667	

Expenses

Library materials

Books	200	200
Periodicals	500	510
LC cards	<u>150</u>	<u>150</u>
Total print (public funds)	850	860

Non-print

16mm films	Reynolds 25,656	31,327
	Public 18,015	19,140
	MCLS <u>10,000</u>	<u>8,000</u>
Total	54,671	58,467

8mm films (1715)	3,000	3,000
Filmstrips (1725)	2,000	2,000
Phonorecords (1700)	4,200	4,200
Tapes (1730)	<u>2,000</u>	<u>2,000</u>

Total - library materials 66,721 70,527

Equipment - Purchase

1 film inspection machine	5,640	6,440
1 film editor/viewer		400

Equipment - Maintenance 1,000 1,100

Equipment - RAVD expansion 4,803 ---

Equipment - Arts Center 1,151 ---

Supplies 3,000 3,200

Film catalog reserve 4,500 5,000

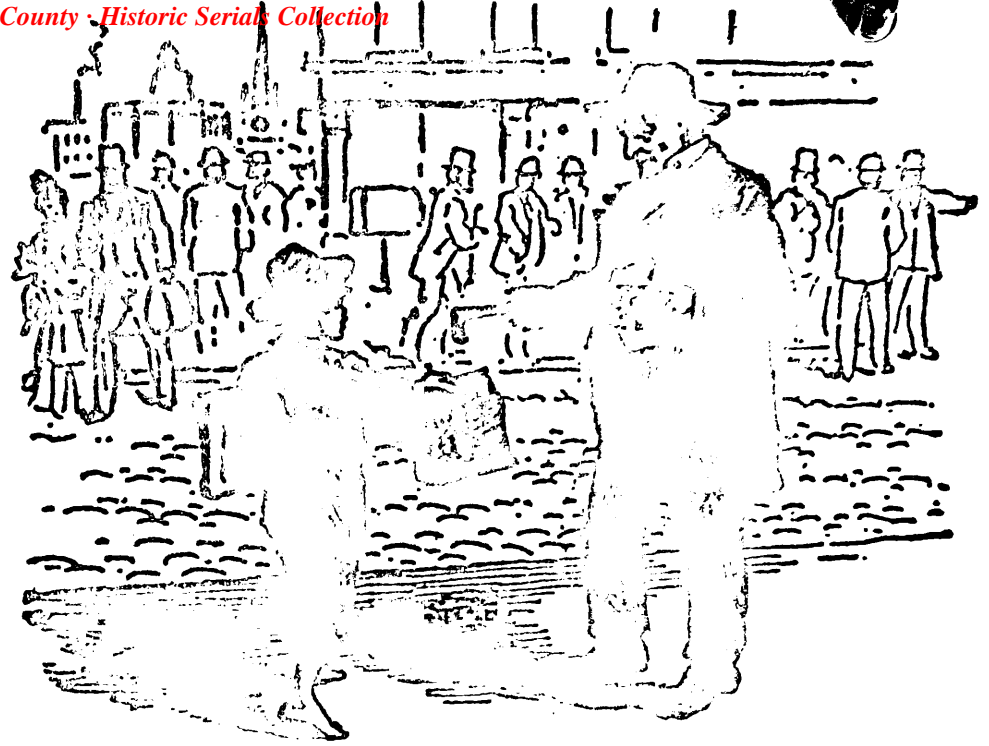
IFT 10,000 -----

Carpeting, RAVD 2,600 -----

Fine Arts Center construction 2,500 -----

Grand total 102,015 86,667

[10,000 red.
by deposit]

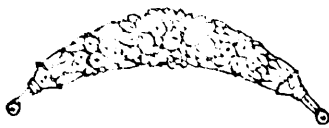


PERSPECTIVES ON PEOPLE

The Reynolds Audio Visual Department of the Rochester Public Library, begun in 1948, celebrates its 25th Anniversary this fall with a series of eight Saturday afternoon film programs each highlighting the work of an important film maker with representative films from the library's collection.

The series will start Saturday, October 27, 1973 at 2:15 p.m. in the third floor auditorium of the Rundel Memorial Building, 115 South Avenue.

Program notes will be available at the door.



October 27 - NORMAN McLAREN

One of the most innovative and continually influential modern film makers and associated with the National Film Board of Canada since its inception in 1941. Program will consist of 12 selected animated short films and the BBC documentary on McLaren and his work.

November 17 - ARNE SUCKSDORF

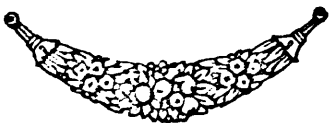
Noted Swedish documentary film maker and nature photographer who produces sensitive films about the relationships between man, animals and nature. Four selected shorts and his full length nature film, (THE GREAT ADVENTURE) will be shown.

January 19 - JIRI TRNKA

World renowned Czech animator and puppeteer who is without parallel in artistry and variety in the medium of the puppet film. Four selected puppet films and the full length color puppet film, (THE EMPEROR'S NIGHTINGALE,) will be shown.

February 16 - JULIEN BRYAN

Well known American film maker who has made outstanding documentaries on people around the world. Five selected documentaries and his pioneering film produced in 1947 on human relations, BOUNDARY LINES, will be shown.



Husband and wife film makers who live in England and have established one of the best known and oldest animation units in the world. They are the producers of ANIMAL FARM, the first entirely serious feature cartoon in the history of animation. Program will consist of three animated shorts and the feature length ANIMAL FARM.

April 20 - JOHN KORTY

Important American film maker who established himself in 1961 with "LANGUAGE OF FACES" and who produces films with an eye for people and moments of truth. Five short films and his feature film CRAZY QUILT, produced in 1966, will be shown.

May 18 - ROBERT FLAHERTY

Father of the romantic tradition of American documentary film makers and originally an explorer. Program will consist of his first sound documentary film on Ireland, MAN OF ARAN, produced in 1934 and a 1972 documentary on his wife, Frances Flaherty, and her reflections and memories of their work together.

June 15 - GEORGE STONEY

American documentary film maker who has been making films about the American condition since 1949. His primary interest is in people and their problems and how they surmount them in their daily lives. Five representative films covering his work from 1950 to 1965 will be shown.

REYNOLDS LIBRARY BOARD

Fall Meeting Held on December 11, 1973
at the Genesee Valley Club

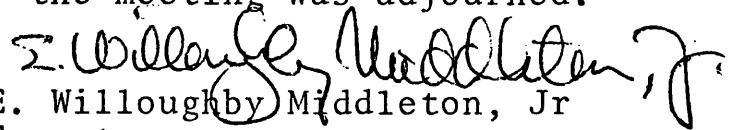
An informal meeting of the Reynolds Library Board was held to enable the members to discuss the affairs of the Reynolds Library in general and in particular to hear a report from Mr Hacker as to what had transpired with the Reynolds Audio-visual Department over the six months since the Annual Meeting in May

Prior to Mr Hacker's report, Mr Broadhurst reported that the income from investments now exceeded \$70,000 per year, and while the value of the Reynolds Library's investments had decreased since the last meeting, the decrease was not as great as that of the Dow Jones average.

Mr Hacker reminded the Board that this was the 25th anniversary of the founding of the Rochester Audiovisual Department. He stated that the Department's budget was in good condition and that he was able to spend \$48,000 on films. Of his \$96,000 budget, the Reynolds contribution amounted to two-thirds. Mr Hacker distributed the semi-annual report of the RAVD.

During the meeting, the members were treated to a report by Mr. Flory on the production by him of a science film in the Philippines during the past year

There being no further business, the meeting was adjourned.


E. Willoughby Middleton, Jr
Secretary

THE REYNOLDS LIBRARY

**Statements of Assets, Liabilities and Fund Balances
Arising from Cash Receipts and Disbursements**

December 31, 1974 and 1973

<u>Assets</u>	<u>1974</u>	<u>1973</u>
Cash at Central Trust Co.:		
Checking account	\$ 336.33	353.58
Income cash - custody account	-	-
Principal cash - uninvested	-	-
Principal cash - time deposit	25,556.78	42,883.92
Total cash	<u>25,893.11</u>	<u>43,237.50</u>
Investments (at cost):		
Government and corporate bonds (market value: 1974 - \$348,818.75, 1973 - \$414,223.25)	490,279.97	490,279.97
Stocks (market value: 1974 - \$652,481.63, 1973 - \$1,063,262.13)	307,922.43	306,321.44
Bank repurchase agreement (market value 1974 - \$20,000.00)	20,000.00	-
	<u>\$ 844,095.51</u>	<u>839,838.91</u>
 <u>Liabilities and Fund Balances</u>		
Due to City of Rochester - Reynolds Audio-Visual Department	\$ 17,215.62	14,771.14
Fund balances	<u>826,879.89</u>	<u>825,067.77</u>
	<u>\$ 844,095.51</u>	<u>839,838.91</u>

See accompanying note to financial statements.

THE REYNOLDS LIBRARY

Statements of Cash Receipts and Disbursements

Years ended December 31, 1974 and 1973

	<u>1974</u>	<u>1973</u>
Interest and dividends received:		
Interest on time deposits	\$ 1,789.14	1,588.05
Interest and dividends on investments	<u>69,852.53</u>	<u>67,536.23</u>
	<u>71,641.67</u>	<u>69,124.28</u>
Operating expenses:		
Insurance expense	-	313.00
Amortization of purchased interest	-	167.81
Legal and audit fees	1,300.00	1,100.00
Bank custodian fees	1,594.00	2,000.06
Contributions to the Friends of the Library	30.00	30.00
Meeting and travel expenses	819.31	619.15
Canadian Exchange and taxes	85.94	123.12
Printing for Rochester History	<u>596.80</u>	<u>-</u>
	<u>4,426.05</u>	<u>4,353.14</u>
Excess of investment income over operating expenses	<u>67,215.62</u>	<u>64,771.14</u>
Payments to City of Rochester:		
From current year's income:		
Directly to City	50,000.00	30,000.00
To International Filmtreat for City of Rochester	-	20,000.00
Balance of prior year's income	<u>14,771.14</u>	<u>14,667.02</u>
	<u>64,771.14</u>	<u>64,667.02</u>
Excess of investment income over operating expenses and payments to the City of Rochester	2,444.48	104.12
Cash received from sale of investments	<u>10,228.66</u>	<u>82,498.44</u>
	12,673.14	82,602.56
Cash disbursed for purchase of investments	<u>30,017.53</u>	<u>74,802.29</u>
Excess of cash receipts over disbursements	(17,344.39)	7,800.27
Cash balance at beginning of year	<u>43,237.50</u>	<u>35,437.23</u>
Cash balance at end of year	<u>\$ 25,893.11</u>	<u>43,237.50</u>

See accompanying note to financial statements.

MONROE COUNTY LIBRARY SYSTEM ROCHESTER PUBLIC LIBRARY

Date: July 1, 1975

To: Harold Hacker
From: Dorothy Humes
Subject: 1975-76 - Reynolds Audio-Visual Budget

Enclosed is the proposed budget for the 1975-76 fiscal year for the Reynolds Audio-Visual Department.

Materials (16mm, 8mm films, filmstrips, recordings)

There is a nominal increase (5%) in the materials section of the budget, which will barely sustain the present program of buying. Even this rate is attained only because of the substantial increase in the MCLS 16mm film grant. In spite of a \$2,400 increase in the Reynolds appropriation, demands of other parts of the budget have made possible only a token increase in materials from this source.

Purchase of Equipment

There is a substantial increase in the purchase of equipment after several years of minimal acquisitions. Approximately one-third of the proposed amount is for needed replacements of cassette players, a 16mm projector, headsets, 8mm projectors, etc., which eventually pass the point of economic repair. For details see the attached descriptive sheet.

VTR

\$3,400 has been set aside for VTR equipment and supplies, in addition to \$500 in the Materials section for VTR pre-recorded programs. This project was postponed from last year to allow time to acquire experience with the AIL-VTR equipment.

Supplies

The large increase in Supplies is due to the triennial purchase of booking slips and cards.

Catalogs

For the first time, an item for catalogs other than the 16mm catalog is included. RAVD publishes an 8mm catalog as well as catalog supplements and receives revenue from these sales, but no expenditure item has ever been included in the budget. It seems that out-of-pocket costs to the Central Services budget for paper and supplies should at least be budgeted since these are becoming substantial items.

\$5,000 is budgeted toward 16mm catalog in 1978. (The current catalog is in process.) With rising costs in all areas, it seems impractical to publish a revised 16mm catalog sooner. However, options are still held open for a biennial catalog, if updating through Science Press data bank, in which our collection will now be entered can be done within the budgeted amount.

1975-76 Reynolds Audio-Visual Budget
July 1, 1975
Page 2

Long-Range Financial Problems

The question of long-range support of the Reynolds Audio-Visual Department is again arising. Present support, with its heavy reliance on the Reynolds Library appropriation (two-thirds of its Materials budget and 100% of its equipment budget), can at best, be expected to be largely fixed.

The pinch is especially felt, when, as at present, the department endeavors to launch a new media, or inaugurate a new service - an intrinsic part of its role in the Monroe County Library System.

While I am not prepared to offer any long-range suggestions, two stop-gap courses occur to me.

1. Transfer, over a 3-4 year period, the musical recordings from the Reynolds appropriations to the public appropriations as has been done in the case of other recordings in other divisions. Music, as a subject, regardless of format, is logically linked to the Art Division rather than to RAVD in any case. When recordings in other subject areas were transferred to the appropriate subject division, there was a transition period when Reynolds funding continued, but this has long ceased. A similar process, recognizing the larger financial amounts involved, is suggested for musical recordings. See also the RAVD Study Committee report on the logical administration of RFAC.

This would free a little under \$10,000 (present budget figures) for new media.

2. Consider a more active MCLS support of RAVD's experimental media and services as they are introduced. Such support would be in accordance with the MCLS long-range goal of support for new, experimental materials and programs, and might encourage such activities.
3. Review the use-charge fees.

Long-range, however, increasing programs and services would seem to point to increasing support from public funds for which RAVD will have to compete with other library units, programs and services. This implies basically a much wider system knowledge of RAVD and its purposes. At the same time, RAVD should review its present program in the light of Central and community library development - the decentralization of 8mm films, for instance. As other units of the Central Library and Monroe County Library System become stronger in new media RAVD may withdraw from some even as it has withdrawn from spoken recordings.

DTH:bc
Attachment

1975-76 BUDGET

<u>INCOME</u>	<u>1975-76 Budget</u>	<u>1974-75 Actual</u>	<u>1974-75 Budget</u>	<u>Increase/ Decrease</u>
Balance from previous year	5,325		7,000	- 1,675
<u>Reynolds appropriation</u>				
Regular	47,500	47,500	47,500	---
Supplement	<u>17,215</u>	<u>14,771</u>	<u>14,771</u>	+ 2,444
Total-Reynolds appropriation	64,715	62,271	62,271	
Fines, fees, catalogs	8,500	5,800	6,000	+ 2,500
Miscellaneous	-0-	42	-0-	
Public appropriation	<u>23,500</u>	<u>23,000</u>	<u>23,000</u>	+ 500
Total	102,040	97,755	98,271	+ 3,769
MCLS Grants (16mm films)	14,900	11,500	11,500	+ 3,400
Grand Total - Income	116,940	109,255	109,771	+ 7,169

EXPENSESLibrary MaterialsPrint

Books (1200-Public)	200	75	200	-0-
Periodicals (1250-Public)	<u>675</u>	<u>825</u>	<u>450</u>	+ 225
Total - Public	875	900	650	
LC cards	<u>125</u>	<u>116</u>	<u>100</u>	+ 25
Total - Print	1,000	1,016	750	+ 250

Non-Print16mm films

Reynolds	32,200	31,650/1	32,200	-0-
Public	<u>22,625</u>	<u>22,273</u>	<u>22,350</u>	+ 275
Total	54,825	53,923/1	54,550	

MCLS Grant (16mm films)	14,900		11,500	+ 3,400
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8mm films (1715)	4,700	3,930/2	4,400	+ 300
Filmstrips (1725)	3,225	3,092/2	3,000	+ 225
Video programs	500	-0-	-0-	+ 500

RFAC

Phonorecords (1700)	6,600	6,202/2	6,600	
Tapes, cassettes (1730)	<u>3,000</u>	<u>2,450/2</u>	<u>3,000</u>	

Total RFAC	9,600	6,585 /1	9,600	
Film rejuvenation (16mm)	<u>2,500</u>	<u>-0-</u>	<u>3,000</u>	- 500

Total-Library Materials

exclusive of MCLS Grant	<u>76,350</u>	<u>70,613/1</u>	<u>75,300</u>	+ 1,050
of which				
Reynolds	52,850		52,300	+ 550
Public	23,500		23,000	+ 500
MCLS Grant	14,900		11,500	+ 3,400

Grand Total - Materials	91,250		86,800	+ 4,450
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/1 Business Office Report, May 30, 1975 (11 months)

/2 BATAB Report, June 16, 1975, cycle.

1975-76 Budget

Page 2 of 2

1975-76
Budget1974-75
Actual1974-75
BudgetIncrease
DecreaseEXPENSES (continued)Equipment - Purchase

1 Splicer*	315			
2 Accoustical screens	300			
1 Tape cabinet (RFAC)	250			
1 Super 8 projector, magnetic sound	460			
1 Audio cassette playback	170			
1 8-Track player*	100			
2 Super 8 projectors, optical sound*	270			
2 Tech 1000 projectors	800			
1 Dissolve unit	200			
6 Cassette players*	150			
Tools	50			
6 Headsets*	75			
1 16mm projector	525			
1 Zoom lens	60			
1 Audio cassette tape recorder with synchronizer	370			
1 Audio tape cassette sound filmstrip projector with built-in screen	200			
1 Sound projector with built-in screen	330			
Extension cords	30			

Subtotal

4,655

2,233

2,400

+ 2,275

VTR Equipment and Supplies

1 Player-recorder	1,775			
1 Storage cabinet	540			
Blank tapes, UC-30)				
Blank tapes, UC-60)	1,030			
1 Head cleaning tape	15			
1 Demo/promotion tape	30			
Misc. cables & connectors	10			

Total VTR

3,400

438

2,800

+ 600

Equipment - Maintenance
Supplies

Booking slips and cards*	4,000	-0-	-0-	
Other	4,800	3,995	4,021	
Total - Supplies	8,800	3,995	4,021	

16mm Film catalogs (1978)

5,000

11,681

12,000

Other catalogs

1,000

-0-

-0-

Freight

85

54

50

Contingency

250

-0-

200

Sub Total - Other

25,690

20,204

22,971

+ 2,719

Total - Expenses (excl. MCLS)

102,040

90,817

98,271

+ 3,769

*Replacements (incl. MCLS)

116,940

109,771

+ 7,169

1 Splicer (replacement)

2 Accoustical screens

New. To control sound between RAVD Media stations

1 super 8 mm projector with magnetic sound

New To be used at RAVD Media Station for individual/small group use. RAVD does not have capability of projecting super 8mm magnetic sound films.

1 audio cassette playback unit

Replacement for lightweight portable equipment. This is a heavy duty unit designed for in-house use and would be used at RAVD Media Station for individual/small group use with headphones.

1 8-track player (replacement)

2 super 8mm projectors with optical sound (replacement)

1 Dissolve Unit

Designed for use with multiple slide projector programs. Provides professionally smooth fade out/in transition of image between projectors. Would be available for RPL/MCLS units. Sue Bovay's recent slide program called for a dissolve unit.

6 cassette players (replacement)

1 16mm projector (replacement)

1 Zoom lens

To be used with RAVD Preview Room projector to give larger image on screen. Projection distance in preview room is very short so a special lens must be used to obtain a good size image.

1 audio cassette tape recorder with built-in synchronizer

New Would provide library units with capability of producing "slide-tape" programs. For example, Joe Barnes' Rochester History program.

1 audio tape cassette sound filmstrip projector with built-in screen

New. Compact and designed to be used in library carrel situation. Would be used at RAVD Media Station. RAVD does not have capability of playing audio tape cassette sound filmstrips from collection.

-2-

1 sound slide projector with built-in screen

New. Compact and designed to be used in library carrel situation.
Would be used for in-house use with individual/small groups.

1977-78 Reynolds Budget

<u>Income</u>	<u>1976-77</u>	<u>1977-78</u>	<u>Difference (+ or -)</u>
Balance from previous year	\$ 17,000	\$ 17,000	\$ -0-
<u>Reynolds Appropriation</u>			
Regular	50,000	60,000	+ 10,000
Supplement	17,468	22,374	+ 4,906
Fines, Fees, Catalogs	<u>5,500</u>	<u>8,500</u>	+ <u>3,000</u>
	\$ 89,968	\$107,874	\$ + 17,906
	=====	=====	=====
<u>Appropriations</u>			
RAVD (materials)	\$ 48,788	\$ 59,224	\$ + 10,436
RAVD (other expense)	31,680	36,950	+ 5,270
Information Services (materials)	2,000	3,000	+ 1,000
Art Division (materials)	500	500	-0-
Rundel Fine Arts Center (materials)	<u>7,000</u>	<u>8,200</u>	+ <u>1,200</u>
	\$ 89,968	\$107,874	\$+ 17,906
	=====	=====	=====

15 August 1977

WHC:bc

1977-78 RAVD Budget

<u>Income</u>	<u>1976-77</u>	<u>1977-78</u>	<u>Difference (+ or -)</u>
Balance from previous year	\$ 17,000	\$ 17,000	\$ -0-
<u>Reynolds Appropriation</u>			
Regular	40,500	48,300	+ 7,800
Supplement	17,468	22,374	+ 4,906
Fines, Fees, Catalogs	5,500	8,500	+ 3,000
Public appropriation	23,500	19,075	- 4,425
<u>MCLS - 1977 Grants</u>			
16mm films	14,900	14,600	- 300
8mm films	<u>600</u>	<u>1,050</u>	<u>+ 450</u>
	\$119,468	\$130,899	\$+ 11,431
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>
<u>Expenses</u>			
<u>Materials</u>			
<u>Print</u>			
Books (public)	\$ 300	\$ 300	\$ -0-
Periodicals (public)	875	875	-0-
<u>Non-Print</u>			
16mm films (Reynolds)	36,788	48,224	+ 11,436
16mm films (public)	22,325	17,900	- 4,425
16mm films (MCLS-1977 Grants)	14,900	14,600	- 300
8mm films (Reynolds)	6,000	6,000	-0-
8mm films (MCLS-1977 Grants)	600	1,050	+ 450
Filmstrips (Reynolds)	4,000	4,000	-0-
Video programs (Reynolds)	<u>2,000</u>	<u>1,000</u>	<u>- 1,000</u>
	\$ 87,788	\$ 93,949	\$+ 6,161
<u>Other Expenses (all Reynolds)</u>			
Equipment purchase	\$ 8,495	\$ 12,100	\$+ 3,605
Equipment maintenance	2,500	2,500	-0-
VTR equipment and supplies	3,100	3,100	-0-
Acoustical treatment	-0-	1,150	+ 1,150
Supplies	4,000	5,500	+ 1,500
Film catalog - 1978 edition	12,000	7,500	- 4,500
Film catalog - 1980 edition	-0-	4,500	+ 4,500
Other catalogs	1,000	-0-	- 1,000
Freight	85	100	+ 15
Contingency	<u>500</u>	<u>500</u>	<u>-0-</u>
	\$ <u>31,680</u>	\$ <u>36,950</u>	\$+ <u>5,270</u>
GRAND TOTAL	\$119,468	\$130,899	\$+ 11,431
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>

ROCHESTER PUBLIC LIBRARY
REYNOLDS AUDIO-VISUAL DEPARTMENT
SEMI-ANNUAL REPORT

SUMMARY OF STATISTICS

1 May 1977 to 31 October 1977

	<u>May 1976 to October 1976</u>	<u>May 1977 to October 1977</u>	
16mm. film loans	14,630	13,680	SUMMER PERIOD
8mm. film loans	5,204	3,765	
16mm. films in collection	4,794	<u>5,101</u>	
8mm. films in collection	4,000	3,976	
Filmstrips in collection	2,163	2,352	
Film registrations	876	892	

Circulation of 16mm films is down 7% over the same period last year and most likely due to decreased school AV budgets, especially the City School District which cut its film rental budget 75% this past year. 8mm film loans are also down probably because of the terrace remodeling project making access to the library difficult.

MAY
MEETING
76 +
15
STATS

Our most important new 16mm film acquisition in 1977 has been the twelve-part series ROOTS. The first complete library screening of the popular television series began at the Edgerton Branch Library on Monday evening, May 2, when the first two episodes were shown. In total, five libraries participated on the Spring circuit and ten libraries are scheduled for the fall circuit. In addition, three libraries decided to show the series during the summer months. Audiences were somewhat sparse during the Spring circuit and this is probably due to the fact that it had just been shown on television. Fall circuit audiences have been much larger and we anticipate good response for the balance of the circuit. Also, this past August, ROOTS was given a five day showing at the Pan African Cultural Exposition held in Genesee Crossroads Park with a total audience of 450. MCLS AV Technician Gene Oskamp served as projectionist and managed to cope successfully with the makeshift and adverse conditions. Last but not least, RAVD scheduled the series during a two week period during July at the Main Library. ROOTS has received wide exposure in community libraries and RAVD will be taking bookings from the community after February 1978 when the fall library circuit is finished.

The Reynolds Audio Visual Department has recently added to the collection a number of other outstanding features including:

THE YELLOW SUBMARINE with the Beatles
SECRET AGENT directed by Alfred Hitchcock
MURDER directed by Alfred Hitchcock
BLACKMAIL directed by Alfred Hitchcock
IVAN THE TERRIBLE PART I directed by Sergei Einstein

and six Harold Lloyd comedies which will be featured on the library circuit this fall. Other new acquisitions include: SIX AMERICAN FAMILIES (which show how six families from all parts of the country and walks of life live, make decisions, and cope with pressure), THE BERMUDA TRIANGLE, MY MOM'S HAVING A BABY, and AFRICAN SANCTUS. Two films have been purchased through a generous gift from the RPL Elizabeth Mills fund. One title is ONE BY ONE, which defines and exposes unconscious prejudice in the field of manager-minority employee relations stressing that these prejudices should not affect the decisions of supervisors. The other title purchased with this grant is STRUGGLE FOR LOS TRABAJOS which shows what happens when a complaint of job discrimination is lodged by an individual with the Equal Employment Opportunity Commission; and also illustrates what the investigation and conciliation process used by the EEOC is all about.

Two gifts worthy of mention are: a film titled Arizona and Sun City from the Del Webb Development Co., and a four part series on the History of U.S. Foreign Relations from the U.S. Dept. of State.

May 24 was Senior Citizens Day at Midtown Mall and RAVD furnished projector and films on aging for showing at the library booth. In July we helped plan a series of film programs which will be featured at the New York State Assn. for Human Resources Conference to be held at the Holiday Inn November 29 - December 1.

A total of 412 young viewers attended the five Tuesday morning Film Festival in July and August co-sponsored by the Children's Room and RAVD. Among the films shown were PEOPLE SOUP, UP IN THE AIR, ALL AT SEA, and TIKKI TIKKI TENBO. The most popular program of the series included that ever popular classic of all time, THE RED BALLOON.

July 15 was the day for two screenings of the new American Library Association film, THE SPEAKER, on the subject of freedom of speech. The film is set in a high school and stars Mildred Dunnock as a teacher who is concerned with the right to express opinions regardless of whether they are popular or not. Some critics of the film feel that the focus should have been on a librarian in a public library setting instead of a school. Other critics feel the film itself is prejudiced as the characters are stereotypes. However, the film does achieve its purpose by exploring the step by step process by which a group of intelligent people fail to see the ways in which their freedoms are eroded through actions which appear to be reasonable and harmless.

On November 15, 16, and 17, I will be presenting showings of the latest safety films during the triennial Genesee Valley Safety Conference at the downtown Holiday Inn. Six programs of films will be shown and will include films from RAVD, the National Safety Council, and award winning films from the National Committee for Films on Safety.

The RAVD Video Project continues to expand its relevance and importance to the community. Last week a group of models and fashion experts from Forman's were here to view a videocassette of the "Vogue" Fashion show. Staff are currently in the process of updating the catalog by providing annotations and a subject index. Important to the collection are the Channel XVI programs focusing on local issues and problems, such as the Rochester Advocates programs on public transportation and mandatory jail sentences.

Filmstrips for many years were the poor cousins in the media field. All that has changed in recent years and filmstrips are one of the fastest growing segments of the AV industry. With skyrocketing 16mm film costs many companies are publishing their materials in filmstrip format because of lower costs. Today's filmstrips are interesting and well made. The other day a man came in and took out a plastic garbage bag of 25 filmstrips, one for each teacher at a local Catholic high school!

RAVD has submitted a proposal to the Monroe County Library System Special Grants Program to fund a project to develop a new collection of magnetic sound super 8mm feature films. Within the last 2 years the availability of sound 8mm features has opened up dramatically and there are many titles now available for the first time. We are hoping that MCLS will react favorably to our proposal.

CATALOGS

Recent new RAVD 16mm film publications include: Women on Film, Family Life Education, selected 16mm films on Religion, Business list (revised), The Black World on Film (revised), and Stories for the Youngest Black Generation. A new super 8mm sound cartridge catalog has also been revised.

Preparation for the 1978 edition of the 16mm catalog has been completed and all new titles, withdrawn titles and corrections have been sent to Science Press. Expected target date for publication is early 1978.

As usual there have been staff changes during the past six months. New part time staff members include: Debra Washington, a student at the U. of R. and Susan Borelli, a student at Nazareth College. Three part time staff come to us from Monroe Community College; Donna Marie Graham, Venice Brown, and Myril Downs. Tim Shannon, a student at Bishop Kearney, has joined our film inspection team. Katie Reid, another of our faithful part time staffers is now attending SUNY at Brockport.

Eugene Oskamp, new CETA replacement for Jeff Moran, started work in the department on May 19. Gene comes to us with experience in video at several television stations in Buffalo. Jeff Moran, we are happy to report, has obtained employment at the Fairport BOCES doing AV repair and maintenance. John Helmore, our former AV Technician, is now employed as such at Portable Channel.

On May 24, David Russell represented RAVD staff at a reception given by the Rochester Mental Health Association for those involved with the Association's volunteer program. Several awards were made to participants in the program including one award for "team effort" presented to RAVD, which has participated in the program since 1965. We received an attractive color print commissioned by the Mental Health Chapter and inscribed as follows: "Rehabilitation has been a team effort of this entire staff who have provided an atmosphere of encouragement and support that has helped a large number of clients of the Work and Social Adjustment Program".

Staff were delighted on June 9 with a visit from Peggy Pavelski, former Assistant Department Head, now working with the San Francisco Public Library's Video project. She reported many interesting things happening with video in California libraries.

On June 22, we were honored by the visit of Robert S. Scott, Assistant Director, United States Information Agency Washington, who is in charge of motion pictures and television worldwide for the agency. Mr. Scott had spoken the evening before at a RAVA dinner meeting on "Global AV Communications" and had expressed an interest in visiting our library because he had heard so much about it. After a tour of our facilities, he suggested that our library would make a good subject for a USIA film for overseas distribution.

Respectfully submitted,

Robert Barnes, Head
Reynolds AV Department

RPL DIR RPT
FEB 416 mm Film Loan Statistics

TRENDS: 1974-1976

Film Borrowers

THOM REYNOLDS MTRK

	<u>1975</u>	<u>%</u>	<u>1976</u>	<u>%</u>	<u>% of Change</u>
Schools					
CSD	5,016		4,168		- 16.9
Sub.	6,347		5,844		- 7.9
Par.	2,582		2,051		- 20.6
Sub-total	13,945	38.5	12,063	34.2	- 13.5
Colleges	1,903	5.3	2,249	6.4	+ 18.2
Organizations	11,512	31.8	11,202	31.7	- 2.7
Individuals	4,226	11.7	4,286	12.2	+ 1.4
MCLS Libraries	3,722	10.2	4,242	12.0	+ 14.0
Film Deposits	898	2.5	1,247	3.5	+ 38.9
TOTAL	36,206	100.0	35,289	100.0	- 2.5

Direct vs. Indirect Loans

Lent directly by RAVD	32,850	90.7	30,860	87.4	- 6.1
Lent via ILL	3,356	9.3	4,429	12.6	+ 32.0
TOTAL	36,206	100.0	35,289	100.0	- 2.5

16mm FILM LOAN STATISTICS

FILM BORROWERS

		<u>1974</u>	<u>%</u>	<u>1975</u>	<u>%</u>	<u>% CHANGE</u>
LIBRARY						
SCHOOLS						
CSD	4495			5016		+11.6
S	8039			6397		- 21.0
P	2592			2582		- 0.4
SUB TOTAL		15126	43.0	13995	38.5	- 7.8
COLLEGES		1939	5.5	1903	5.3	- 1.8
ORGANIZATIONS		10061	28.6	11512	31.8	+14.4
INDIVIDUALS		4028	11.5	4226	11.7	+ 4.0
MCLS LIBRARIES		3,100	9.1	3722	10.2	+17.0
PLS FILM DEPOSITS		811	2.3	898	2.5	+10.7
TOTAL		35,145	100.0	36,206	100.0	+3.0

DIRECT VS INDIRECT LOANS

NUMBER OF FILMS						
LENT DIRECTLY BY RAUD		32,074	91.3	32,850	90.7	+2.4
LENT VIA INTER-LIBRARY LOAN (VIA MCLS LIBRARIES + PLS DEPOSITS)		3,071	8.7	3,356	9.3	+9.3
TOTAL		35,145	100.0	36,206	100.0	+3.0

REYNOLDS LIBRARY BOARD

Fall Meeting Held on November 11, 1976
at the Genesee Valley Club

PRESENT: Messrs. Anstice, Broadhurst, Ellingson, Flory, Hacker,
Judson, Middleton, Vandevate and Weller

ABSENT: None

The minutes of the Annual Meeting held on May 10, 1976,
were approved as mailed, and a reading thereof dispensed with.

Mr Broadhurst, Chairman of the Investment Committee,
presented the Custodian's Report dated October 29, 1976, and,
after discussion, the membership was unanimous in its approval.

Mr. Hacker, Chairman of the Library Committee, gave a
brief report of the highlights of activities on the part of the
Rochester Audio-visual Department since the last meeting of this
Board. This included, among other things, working out a partner-
ship with Channel 21 by which RAVD will video tape Channel 21
programs, the addition of a collection of feature films for
children and the addition to its staff of a person to train
those who wish to operate moving picture projectors. Mr Hacker
also reported that in his attempt to assemble all of the minutes
of the Reynolds Library Board from the date of its inception, he
found that minutes for the years 1931, 1932 and 1933 were miss-
ing He asked all Board members for their help in locating
these minutes and offered a substantial reward for any informa-
tion leading to the whereabouts of the missing minutes.

Mr Anstice raised the question whether the provisions
of the Tax Reform Act of 1976 affected the Reynolds Library and
requested Mr Middleton to examine the law in that regard and to
report his conclusions

There being no further business, the meeting was ad-
journed.


E. Willoughby Middleton, Jr
Secretary

REYNOLDS LIBRARY BOARD

Annual Meeting Held on May 3, 1977
at the Genesee Valley Club

Present: Messrs. Anstice, Broadhurst, Ellingson, Flory, Hacker, Judson, Middleton, VandeVate and Weller

The minutes of the Annual Meeting held on May 10, 1976, were approved as mailed, and a reading thereof dispensed with.

The Treasurer, Mr. Anstice, presented the Accountant's Report, submitted by Peat, Marwick, Mitchell & Co., consisting of financial statements and supplementary data as of December 31, 1976. Income for the year was \$72,373.80, with an excess of income over deductions of \$22,373 80. Noting that with payments totaling \$50,000 during 1976, there was an excess of over \$22,000, Mr. Anstice requested approval to give the Rochester Public Library \$60,000 in quarterly payments plus the excess for the year 1976 of \$22,373.80 in the Rochester Public Library's fiscal year, which begins on July 1, 1977

Upon motion by Dr Ellingson, seconded by Mr. VandeVate, the Treasurer was authorized to pay the City of Rochester, for the benefit of the Rochester Public Library, \$15,000 on or before each of July 1 and October 1, 1977, and January 1 and April 1, 1978, and to pay the amount of \$22,373 80 constituting excess of income over expenses for the year 1976, in July 1977

Upon motion by Mr VandeVate, seconded by Mr Hacker, Peat, Marwick, Mitchell & Co. was appointed auditor for the year 1977.

The President appointed Messrs. Broadhurst, Ellingson and VandeVate as members of the Finance Committee for the coming year.

Mr Broadhurst, Chairman of the Finance Committee, reviewed the Custodian's Report for the past year, which is filed with these minutes. A general discussion of the investment portfolio followed, during which all members applauded the substantial increase in income from investments over the previous year

The Custodian's Report was then approved and Mr Broadhurst was commended for sustaining the outstanding performance of the portfolio during rather difficult times

Minutes

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May 3, 1977

Mr. Vandevate, Chairman of the Nominating Committee, placed in nomination for the term expiring in May of 1978 the following:

President and Treasurer	Mortimer R. Anstice, Jr.
Vice President	Joseph F. Weller
Secretary	E. Willoughby Middleton, Jr.

Upon motion by Mr. Vandevate, seconded by Dr. Ellingson, the Secretary was instructed to cast one ballot for the election of the above officers, and the President announced that they had been duly elected.

Mr. Hacker, Chairman of the Library Committee, distributed copies of his written semi-annual report of the Reynolds Audio-Visual Department (RAVD) for the period ending April 30, 1977. Highlights of his report to the Board are as follows:

The Harold Hacker Memorial Award for locating the minutes of meetings of The Reynolds Library Board of Trustees during the period from 1931 through 1933 still goes unclaimed. Mr. Hacker informed the Board of all the steps that had been taken during the investigation, which, despite a vigorous and sustained effort by those involved, failed to unearth the missing records. Notwithstanding the inability of the Board to produce the missing minutes, Mr. Hacker expressed gratitude to The Reynolds Library for its long-standing relationship and support of the Reynolds Audio-Visual Department of the Rochester Public Library.

There was a decline in circulation of 16 mm film due primarily to the fact that the main source of demand, the City School District, now has no funds available for this purpose. This has resulted in a loss of \$10,000 in revenue. The Rochester Audio-Visual Department is now the owner of the 16 mm film "Roots". It is anticipated that this film will be shown in many branch libraries.

The Library has contributed a great deal towards the well being of those suffering from sight defects. The Central Library has a sizable collection of large print books, the use of which can literally change such a handicapped person's whole life. In addition, the Library now has a device which plays through a separate screen to enlarge type by fifty times. Machines such as this are now available to those with serious sight defects.

Mr. Hacker reported that on the whole, last year was a very good one with interests in Reynolds Audio-Visual Department materials growing each year as reflected in the ever-

Minutes

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May 3, 1977

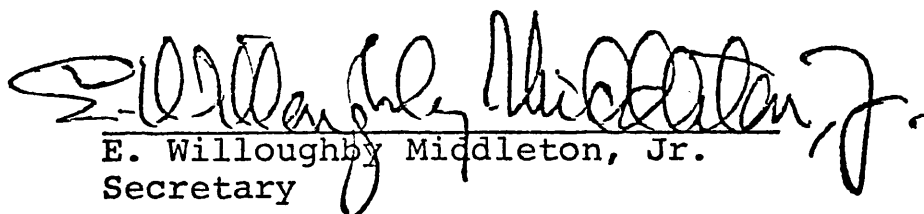
increasing use of film, video-tape and the other materials made available by RAVD.

Mr. Hacker informed the Board that he had decided to retire as Director of the Rochester Public Library in the fairly near future. After discussion, the Board, to a man, expressed its regret at this news, but could understand what prompted it and congratulated Mr. Hacker for a superb job done for both The Reynolds Library and The Rochester Public Library, as well as the Rochester community as a whole, and wished him well in his next position.

Dr. Ellingson requested that the Award of the Civic Medal by the Rochester Museum of Arts and Sciences to Mr. Hacker in recognition of his great personal contribution to the City of Rochester be recorded in these minutes, and his resolution was adopted unanimously.

The Board then commended Mr. Hacker and his entire staff for their superb performance during the past year.

There being no further business, the meeting was adjourned.


E. Willoughby Middleton, Jr.
Secretary

HAROLD S. HACKER
ROCHESTER PUBLIC LIBRARY
MONROE COUNTY LIBRARY SYSTEM

115 south avenue * rochester, n.y. 14604

OCT. 4, 1977

Mortimer Anstice Jr. Dies; Leading Brighton Resident

Mortimer Reynolds Anstice Jr., 108 Sandringham Rd., Brighton, died on Sept. 3. He was the former president of the Anstice Foundries.

At the time of his death, Mr. Anstice was president and treasurer of the Reynolds Library, of the Rochester Public Library.

The Reynolds Library was founded and named after Mr. Anstice's great grandfather, Mortimer Reynolds, in 1884.

Mr. Anstice was a member of the Genesee Valley Club and its past treasurer; and he served on the boards of Garlock, Inc.; the Rochester and Genesee Railroad; and the Rochester Area Chamber of Commerce.

He was also a member of the Clayton Yacht Club and St. Paul's Church.

An avid sailor, Mr. Anstice had raced on Lake Ontario, in the Bermuda Race, and the

Miami-Vassau Race. In 1955 his yacht, "Rascal" won the Rochester Race and in 1956 the Barrows Trophy.

Mr. Anstice is survived by a daughter, Mrs. Erwin Gifford, Trevor Ct., Brighton; a son, Gardner Reynolds Anstice, Miami; and a sister, Mrs. Louis S. King, Dayton, Ohio.

He is also survived by two grandchildren, Gregory L. and Lisa A. Gifford.

DEAR MRS. GIFFORD,
JUST A BELATED WORD
OF SYMPATHY ON THE DEATH OF
YOUR FATHER.

WHILE I WAS NOT CLOSE TO
MORT SOCIALLY, WE DID HAVE MANY
A FINE CHAT ON REYNOLDS LIBRARY
AFFAIRS. HE HAD A GRAND SENSE
OF HUMOR.

I WAS SHOCKED TO LEARN
THAT MORT HAD DIED WHEN I
RETURNED FROM MY VACATION. I
HAD INVITED HIM TO A PARTY
JUST BEFORE I LEFT.

YOU HAD A GREAT DAD!
I WILL MISS HIS CHEERFUL CALLS.

Sincerely,
Harold Hacker

REYNOLDS LIBRARY MEETING

Fall Meeting Held on November 16, 1977

at the Genesee Valley Club

Present: Messrs. Broadhurst, Ellingson, Flory, Hacker,
Judson, Middleton, VandeVate and Weller

Absent: None

By Invitation: Mrs. Gifford, Mr Barnes and Mr Cox

The meeting opened with numerous expressions of regret over the untimely death of our President, Mortimer Reynolds Anstice, Jr and praise for his many years of valuable service to the Reynolds Library Board as a Director, as Treasurer and as its President. Mr Anstice's daughter, Beverly Anstice Gifford, was invited to attend the meeting, and the Board extended its sympathy to her

The Vice President, Mr Weller, who acted as Chairman of the meeting pending the Board's filling the vacancy in the office of the President, welcomed as guests, in addition to Mrs. Gifford, William Cox, Assistant Director of the Rochester Public Library, and Robert Barnes, head of the Reynolds Audio-Visual Department.

The minutes of the annual meeting held on May 3, 1977 were approved as mailed and a reading thereof dispensed with.

Mr Broadhurst, Chairman of the Investment Committee, presented the Custodian's Report dated October 31, 1977. The consensus of the meeting was that the portfolio constitutes an excellent list of investments and that there is no reason for change. The main concern of the Board is to maintain the level of income, which has actually been increasing. Mr. Broadhurst was congratulated on the performance of the portfolio, and his report was unanimously approved.

Mr VandeVate, Chairman of the Nominating Committee, placed a nomination for the term expiring in May of 1978 the following:

President:	Joseph F Weller, Jr
Vice President:	Thomas S. Judson
Treasurer:	Lawrence Broadhurst
Secretary:	E. Willoughby Middleton, Jr

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Upon motion by Mr Hacker, seconded by Mr VandeVate, the secretary was instructed to cast one ballot for the election of the above officers, and the Chairman announced that they had been duly elected.

Mr VandeVate then nominated Mrs. Gifford for election as a Trustee at the annual meeting in May Her nomination was greeted with enthusiasm by all members of the Board as they expressed their concurrence.

Mr. VandeVate then suggested that at the annual meeting in May the Board consider amending the By-laws to provide for not less than eight, nor more than 11 trustees, and that the method of electing trustees also be revised. It was suggested that, pursuant to the By-laws, the proposed amendments be mailed by the Secretary to each trustee prior to the annual meeting.

The President, Mr. Weller, expressed concern over the difficulty he had experienced in having a check on the Library's bank account signed by an authorized officer and asked for a resolution authorizing either the President or the Treasurer to sign checks in the future. Mr Judson suggested that a checking account of the Library not be reduced below a balance of at least \$ 1,000 to allow for any emergencies.

Mr. VandeVate moved that any one of the four officers of the Reynolds Library be authorized to sign checks in the future. This motion was duly carried.

Mr Hacker, Chairman of the Library Committee, reported that this could well be the last time that he would attend a meeting of the Board of Trustees of the Reynolds Library as Director of the Rochester Public Library. Accordingly, he had requested that Mr Barnes and Mr Cox be invited to the meeting so that he might recognize, through them, the invaluable contribution made by the Library's Staff. He reminisced about the long partnership between the Rochester Public Library and the Reynolds Library and stated that the best part of his tenure as Director of the Library has been the fine staff with which he has been associated over the years.

Mr Hacker then described the functions and contributions of the Rundel Fine Arts Center, the Art Division, printing of the Human Services Directory, The innovation of Videotapes, and the way in which cable television soon may bring the Library into the homes of many viewers

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Mr Barnes presented his semi-annual written report of the Reynolds Audio Visual Department and discussed the highlights of that report. Mr Cox discussed the Reynolds Audio Visual-Department budget for the 1977-1978 fiscal year and gave credit to Mr Hacker for putting together a great organization and Mr Barnes for the fine Rand Film Service program.

In closing, the Board turned its attention once again to the loss of its late President, Mr Anstice, and upon motion of Mr. Weller, seconded by Mr Judson, the following resolutions were duly adopted:

WHEREAS, the Trustees of the Reynolds Library wish to record their deep sorrow at the passing of their esteemed associate and good friend, Mortimer Reynolds Anstice, Jr , it is

RESOLVED: That this Board hereby gives thankful recognition to Mortimer Reynolds Anstice, Jr , who for over thirty-six years rendered faithful service as a member of the Board of Trustees of the Reynolds Library, from 1958 to 1968 as its Treasurer, and from 1968 until his death as its President and Treasurer His sound judgment, good sense and diligent attention contributed in large measure to the growth of the assets of this Library and to the services rendered by it to our community. His warmth and good humor made every meeting an especially enjoyable occasion. He will be missed and long remembered by us all.

FURTHER RESOLVED: That a copy of this resolution be tendered to his family as an expression of This Board's heartfelt appreciation and sympathy.

There being no further business, the meeting was adjourned.

Secretary

THE REYNOLDS LIBRARY

BOARD OF TRUSTEES

1977 - 1978

President: Joseph F Weller, Jr 381-3533
23 Allen Parkway
Rochester, New York 14618

Vice President: Thomas F Judson 271-6440
John B. Pike & Son
1 Circle Street
Rochester, New York 14607

Treasurer: Lawrence Broadhurst 263-4306
Central Trust Company
44 Exchange Street
Rochester, New York 14614

Secretary : E. Willoughby Middleton, Jr 232-5300
900 Midtown Tower
Rochester, New York 14604

* * * * *

Dr. Mark Ellingson 262-2732
3940 East Avenue 586-4264
Rochester, New York 14614

John Flory 381-5554
36 Dogwood Glen
Rochester, New York 14625

Beverly Anstice Gifford 586-3862
(Mrs. Arthur L.)
222 Alpine Drive
Rochester, New York 14618

Harold S. Hacker 428-7345
Rochester Public Library 428-7497
115 South Avenue
Rochester, New York 14604

Dwight VandeVate 381-3030
303 Sandringham Road
Rochester, New York 14610

1973

THE REYNOLDS LIBRARY
Financial Statements and Schedules
December 31, 1973 and 1972
(With Accountants' Report Thereon)

PEAT, MARWICK, MITCHELL & CO.
CERTIFIED PUBLIC ACCOUNTANTS

PEAT MARWICK, MITCHELL & CO.

CERTIFIED PUBLIC ACCOUNTANTS

SUITE 1400

ONE MARINE MIDLAND PLAZA

ROCHESTER, NEW YORK 14604

The Board of Trustees
The Reynolds Library:

We have examined the statement of assets, liabilities and fund balances arising from cash receipts and disbursements of The Reynolds Library as of December 31, 1973 and 1972 and the related statements of cash receipts and disbursements and of fund balances for the years then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the aforementioned financial statements present fairly the assets, liabilities, and fund balances of The Reynolds Library arising from cash transactions at December 31, 1973 and 1972 and the cash collected and disbursed during the years then ended on a consistent basis. The supplementary data included in Schedules 1 and 2 have been subjected to the same auditing procedures, and in our opinion, are stated fairly in all material respects when considered in conjunction with the basic financial statements taken as a whole.

Peat, Marwick Mitchell & Co.

February 8, 1974

THE REYNOLDS LIBRARY

Statement of Assets, Liabilities and Fund Balances
Arising from Cash Receipts and DisbursementsDecember 31, 1973 and 1972

<u>Assets</u>	<u>1973</u>	<u>1972</u>
Cash at Central Trust Co.:		
Checking account	\$ 353.58	582.75
Income cash - custody account	-	735.00
Principal cash - uninvested	-	293.47
Principal cash - time deposit	<u>42,883.92</u>	<u>33,826.01</u>
Total cash	43,237.50	35,437.23
Investments - government and corporate securities, at cost (market value: 1973 - \$1,477,485.38, 1972 - \$1,730,691.88)	<u>796,601.41</u>	<u>825,862.95</u>
	\$ <u><u>839,838.91</u></u>	<u><u>861,300.18</u></u>
 <u>Liabilities and Fund Balances</u>		
Due to City of Rochester - Reynolds Audio- Visual Department	14,771.14	14,667.02
Fund balances	<u>825,067.77</u>	<u>846,633.16</u>
	\$ <u><u>839,838.91</u></u>	<u><u>861,300.18</u></u>

See accompanying note to financial statements.

THE REYNOLDS LIBRARY

Statement of Cash Receipts and Disbursements

Years ended December 31, 1973 and 1972

	<u>1973</u>	<u>1972</u>
Interest and dividends received:		
Interest on time deposits	\$ 1,588.05	1,506.24
Interest and dividends on investments	<u>67,536.23</u>	<u>62,753.94</u>
	<u>69,124.28</u>	<u>64,260.18</u>
Operating expenses:		
Insurance expense	313.00	-
Amortization of purchased interest	167.81	940.40
Legal and audit fees	1,100.00	950.00
Bank custodian fees	2,000.06	1,623.04
Contributions to the Friends of the Library	30.00	45.00
Meeting and travel expenses	619.15	947.22
Canadian exchange and taxes	<u>123.12</u>	<u>87.50</u>
	<u>4,353.14</u>	<u>4,593.16</u>
Excess of investment income over operating expenses	<u>64,771.14</u>	<u>59,667.02</u>
Payments to City of Rochester:		
From current year's income:		
Directly to City	30,000.00	45,000.00
To International Filmfare for City of Rochester	20,000.00	-
Balance of prior year's income	<u>14,667.02</u>	<u>15,857.39</u>
	<u>64,667.02</u>	<u>60,857.39</u>
Excess (deficiency) of investment income over operating expenses and payments to the City of Rochester	104.12	(1,190.37)
Cash received from sale of investments	<u>82,498.44</u>	<u>140,902.26</u>
	82,602.56	139,711.89
Cash disbursed for purchase of investments	<u>74,802.29</u>	<u>133,193.48</u>
Excess of cash receipts over disbursements	7,800.27	6,518.41
Cash balance at beginning of year	<u>35,437.23</u>	<u>28,918.82</u>
Cash balance at end of year	<u>\$ 43,237.50</u>	<u>35,437.23</u>

See accompanying note to financial statements.

THE REYNOLDS LIBRARY

Statement of Fund Balances

Years ended December 31, 1973 and 1972

	<u>1973</u>	<u>1972</u>
Balances beginning of year	\$ 846,633.16	844,252.68
Add gain (loss) on securities sold and exchanged during the year - net	<u>(21,565.39)</u>	<u>2,380.48</u>
Balances end of year	\$ <u>825,067.77</u>	<u>846,633.16</u>

See accompanying note to financial statements.

THE REYNOLDS LIBRARY

Note to Financial Statements

December 31, 1973 and 1972

Accounting Policy

The Reynolds Library maintains its books on a cash basis. Accordingly, income is recognized and recorded only when cash is received and expenses are recognized only as cash is disbursed. Pursuant to a resolution of the Board of Trustees, the excess of investment income over operating expenses and payments from the current year's income to the City of Rochester which is \$14,771.14 at December 31, 1973 and \$14,667.02 at December 31, 1972 is reflected as a liability to the City of Rochester and is paid to the City in the following year for the Reynolds Audio Visual Department of its public library.

Schedule 1

THE REYNOLDS LIBRARY

Summary of Investments

December 31, 1972 to December 31, 1973

	<u>Interest</u> <u>rate</u>	<u>Purchase</u> <u>date</u>	<u>Maturity</u> <u>date</u>
Bonds:			
Aluminum Company of America	3 %	6/24/54	6/ 1/79
American Telephone and Telegraph Co.	2 7/8%	9/10/47	6/ 1/87
American Telephone and Telegraph Co.	2 7/8%	10/27/47	6/ 1/87
Canadian National Railway Co.	5 %	12/20/61	10/ 1/87
City of Montreal	4 1/2%	1/15/57	1/ 1/72
Detroit Edison Co. - Series "O"	3 1/4%	5/31/55	5/15/80
Detroit Edison Co. - Series "S"	6.40 %	10/10/68	10/ 1/98
Dow Chemical Co. Deb.	7.40 %	7/19/72	7/15/2002
Duke Power Co. 1st and Ref Mortgage	7 3/8%	12/11/72	12/1/2002
Duquesne Light Co. - 1st mortgage	2 3/4%	9/25/47	8/ 1/77
Duquesne Light Co. - 1st mortgage	2 3/4%	10/27/47	8/ 1/77
Exxon Corp.	6 %	11/9/67	11/ 1/97
First National City Bank	4 %	7/2/65	7/ 1/90
General Motors Acceptance Corp.	4 7/8%	12/14/65	12/ 1/87
International Bank for Reconstruction and Development	4 3/4%	11/26/57	11/ 1/80
International Bank for Reconstruction and Development	8 1/8%	8/25/71	8/ 1/96
Lincoln First Banks, Inc.	6 1/4%	10/10/67	9/15/92
New York Telephone Co. - Series "D"	2 3/4%	9/9/47	7/15/82
New York Telephone Co. - Series "D"	2 3/4%	5/18/47	7/15/82
New York Telephone Co. - Ref. Mtg. M	4 5/8%	1/24/62	1/1/2002
Northern Illinois Gas Co.	8 %	7/13/73	7/ 1/98
Northern Natural Gas Co.	3 1/4%	7/20/54	11/ 1/74
N. L. Industries, Inc.	7 1/2%	8/24/72	12/15/95
Orange and Rockland Utilities - 1st mortgage	6 1/2%	10/18/67	10/ 1/97
Pacific Gas and Electric Co.	2 7/8%	10/7/47	12/ 1/80
Pacific Telephone and Telegraph Co.	4 3/8%	9/12/56	8/15/88
Pacific Telephone and Telegraph Co. Deb.	6 1/2%	8/8/68	7/1/2003
Philadelphia Electric Co. - 1st mortgage	6 1/8%	11/9/67	10/ 1/97
Pittsburgh, Bessemer and Lake Erie R. R. Co. - 1st mortgage	2 7/8%	9/9/47	12/ 1/96
Province of Ontario	3 1/8%	8/23/54	3/15/80
Public Service Electric and Gas Co.	4 3/8%	1/2/57	11/ 1/86
Ritter Corp. (Sybron Corp.)	4 1/2%		12/ 1/80
Rochester Telephone Corporation - Convertible	4 3/4%	3/12/69	3/ 1/94
Socony Mobil Oil Co., Inc.	2 1/2%	7/22/46	6/ 1/76
Southern California Edison Co.	4 5/8%	9/1/58	9/ 1/83
Southern California Edison Co.	8 1/8%	10/29/69	10/15/94
Texas Eastern Transmission Corp.-1st mortgage	6 %	4/12/67	4/ 1/87

Total bonds (forward to page 2)

Schedule 1, Cont.

THE REYNOLDS LIBRARY

Summary of Investments, Continued

			<u>Purchase date</u>	<u>Balance Jan. 1, 1973</u> <u>No. of shares</u>	<u>Book value</u>
Total bonds (forwarded from page 1)					\$ <u>553,947.31</u>
Stocks:					
American Electric Power Co., Inc.	Common	1947-64	1,625	\$	8,275.65
Atlantic City Electric Co.	Common	1947-64	710		3,734.82
Baltimore Gas and Electric Co.	Common	1936-39	600		8,416.54
Bankers Trust New York Corp.	Common	1947-49	445		8,547.67
Boise Cascade Corp.	Common	1969	500		27,734.01
Chase Manhattan Bank of New York, N.A.	Common	1950	302		4,035.31
Commonwealth Edison Co.	Common	1945-64	689		8,773.89
E. I. Du Pont de Nemours & Co.	Common	1947	300		9,281.57
Eastman Kodak Co.	Common	1947-57	3,360		11,818.77
Exxon Corp.	Common	1937-70	1,040		15,549.70
General Electric Co.	Common	1964	1,360		61,971.42
General Motors Corp.	Common	1947-57	1,038		11,284.19
Gulf Oil Corp.	Common	1947-60	2,500		20,570.82
International Business Machines Corp.	Common	1965-73	158		27,620.58
International Nickel of Canada, Ltd.	Common	1944	1,000		12,583.48
International Telephone and Telegraph Corp.	\$2.25 conv. pfd.	1970	408		2,487.50
J. P. Morgan & Co., Inc.	Common	1950	436		8,976.85
Union Oil Co. of California	\$2.50 conv. pfd.	1965-67	300		20,252.87
Xerox Corp.	Common	1973			-
Total stocks					<u>271,915.64</u>
Securities sold during previous year					<u>-</u>
Total bonds and stocks					\$ <u>825,862.95</u>

(1) Sold 1,625 rights of American Electric Power Co.

(2) Sold .50 shares of I.B.M. Corp. - Cash in lieu of fractional shares.

THE REYNOLDS LIBRARY

Summary of Amounts Due to City of Rochester
for Reynolds Audio-Visual Department of Public LibraryYears ended December31, 1973 and 1972

	<u>1973</u>	<u>1972</u>
Balance due beginning of year	\$ 14,667.02	15,857.39
Payment of amount due	<u>14,667.02</u>	<u>15,857.39</u>
	<u>-</u>	<u>-</u>
Total cash receipts for year	69,124.28	64,260.18
Less expenses	<u>4,353.14</u>	<u>4,593.16</u>
Excess of cash receipts over expenses (due to City of Rochester)	64,771.14	59,667.02
Less payments to the City of Rochester for the Audio-Visual Department:		
First quarter (including \$10,000.00 paid to International Filmtreat in 1973)	12,500.00	10,000.00
Second quarter	12,500.00	10,000.00
Third quarter (including \$10,000.00 paid to International Filmtreat in 1973)	12,500.00	12,500.00
Fourth quarter	<u>12,500.00</u>	<u>12,500.00</u>
Total payments	<u>50,000.00</u>	<u>45,000.00</u>
Balance due end of year	\$ <u>14,771.14</u>	<u>14,667.02</u>