

## **Bismarck Public Library History Special Collection Finding Aid**

**NOTE #1:** Blueprint, Chart, Document, and Poster boxes as well as oversized volumes or items contained in large archival envelopes may be found in the first lower locked drawer and cupboard at the beginning of the Rare Book collection. These particular listings are marked with an **X** in this finding aid.

**NOTE #2:** The abbreviation “BPLHSpC” ( which is found on the box, envelope, and bookmark labels as well as on the hanging file tabs) is the short name for the “Bismarck Public Library History Special Collection”.

**UPDATED:** March 12, 2012 kw

**ADULT PROGRAMMING**

see LIBRARY SERVICES

**BID REPORTS**

see PROPOSAL FORMS AND BID REPORTS

**BISMARCK VETERANS MEMORIAL PUBLIC LIBRARY**

see also NEWSPAPER CLIPPINGS

SLIDES

Address at grand opening party June 9, 1989

Amnesty! In celebration of National Library Week April 7-13, 2003

Architect's elevation drawings (2 sheets)

Basement completion project

"Become a Friend" of the Library contribution brochures

By the book (Bismarck Tribune, 9/30/1997)

"City News & Views" 6/88 and 8/91 issues

Completion of the Bismarck Veterans Memorial Public Library...dedication Saturday 4/18/1998 (program)

Congratulatory card, letters, and floral arrangement notes for

dedication

Dedication address by Thomas T. Jones (Library Director)

Dedication invitation and program

Dedication invitation lists

Dedication of lower level 4/18/1998

✗Exterior drawing by William Reynolds

Exterior photograph (circa late 1980s)

Ground breaking ceremony...(8/20/1987) program

How do you use the library? (Survey published in the *Bismarck Tribune*, 4/10/2002, p.4C)

Interior and exterior sketches by William Reynolds

Interior map

Library dedication—more room (Bismarck Tribune, 4/19/1998, p.A1)

"Library gets ready to grow" (Bismarck Tribune, 2/22/87, p.D1)

Library set for shift to brand new building (Bismarck Tribune, 1989?)

Memorial/gift plaque list

Missouri River Room is library's new home to history (Bismarck Tribune, 6/6/1998, p.B1)

News Release dated April 1, 2003 "National Library Week Book Return Amnesty"

✗ Picture Album (part 1 and part 2)

Program for the dedication held 6/10/1989

Ribbon cutting ceremony (January 2001)

Staff memo regarding "Grand Opening Reception" held June 9, 1989

User satisfaction survey (copy of in-house survey April 2002)

User satisfaction survey results (April 2002)

✗ "Vote Yes" campaign (KBMV-TV packet)

✗ "Vote Yes" campaign (KFYR-TV packets)

What a community! (City measure #1)

What a community! Phase 3 of the Library completion Project will become a reality... (pamphlet)

"What do you call an organization that offers the following

items?" poster

### **BLOCK MEMORIAL FUND**

Irma Block (obituary—*Bismarck Tribune*, 2/26/1981)

Brief biography of Irma Block and pictures of the plaque in Meeting Room A

Picture of group at Pearl Harbor Survivors Reunion (Irma Block is in front row)

Picture of Irma Block

### **BLUEPRINTS**

✗ Carnegie Library (6 rolled sheets) dated June 25, 1917 <Blueprint box #1>

Carnegie Library (1 unfolded sheet) dated November 28, 1945 (Addition to Public Library, Bismarck, N.D. Scale 1/8"=1'0.)

Carnegie Library (1 folded yellow sheet) No date. (Based on "First Tier Stack Plan")

Carnegie Library (1 unfolded sheet) No date. (Children's Room Scale 1/8"=1'0)

Carnegie Library (1 folded sheet) No date. (First Floor Plan Scale 1/8"=1'0)

Carnegie Library (set of 3 folded sheets) dated December 28, 1945 (Sheet 1: First Tier Stack Plan; Sheet 2: Second Tier Stack Plan; Sheet 3: Section on Line A-A)

✕Carnegie Library building blueprints (reproductions)

Proposed Veterans Memorial Public Library expansion (main floor, upper level, and lower level floor plans)

✕Veterans Memorial Public Library (1 folded sheet) No date. (Basement and first floor plans by Ritterbush Brothers)

✕Veterans Memorial Public Library (sheets M1-M4 in roll of 32 sheets) dated 7-19-62 (Basement and first floor mechanical plans by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheet #15 in roll of 32 sheets) dated 8-22-62 (Change order G-1, M-1, E-1 by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheet #9 in roll of 32 sheets) dated 7-19-62 (Desk and office details by Ritterbush Brothers <Blueprint box #2>

✕Veterans Memorial Public Library (sheet #8 in roll of 32 sheets) dated 7-19-62 (Detail plans by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets #10-14 in roll of 32 sheets) dated 7-19-62 (Display, roof, and stairs detail plans by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets E-1 & E-2 in roll of 32 sheets) dated 7-19-62 (Electrical plans for basement and first floor by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets #4-#5 in roll of 32 sheets) dated 7-19-62 (Elevations by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheet A in roll of 32 sheets) dated 8-9-62 (Entrance plan and wall and revised cabinet elevations by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets #2-#3 in roll of 32 sheets) dated 7-19-62 (Floor plans by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets #16-#17 in roll of 32 sheets) dated 3-20-63 (Floor plans by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets S1-S3 in roll of 32 sheets) dated 7-19-62 (Footing, framing, and foundation plans by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets F1-F3 in roll of 32 sheets) revision date 3-2-63 (Furnishings plan by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheets #6 & #7 in roll of 32 sheets) dated 7-19-62 (Key plans sections A-L by Ritterbush Brothers) <Blueprint box #2>

Veterans Memorial Public Library (3 unfolded sheets) No date (Main floor plan)

✕Veterans Memorial Public Library (31st {unnumbered} sheet in roll of 32 sheets) dated 12-13-62 (Plaque design by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (sheet #1 in roll of 32 sheets) dated 7-19-62 (Plat plan by Ritterbush Brothers) <Blueprint box #2>

✕Veterans Memorial Public Library (1st {unnumbered} sheet in roll of 32 sheets) dated 2-7-84 (Site survey) <Blueprint box #2>

✕Veterans Memorial Public Library (Second set of plans identical to those in Blueprint box #2) <Blueprint box #3>

Veterans Memorial Public Library Basement floor preliminary plan (Ritterbush Bros.) dated 7/12/61

✕Veterans Memorial Public Library Basement, upper floor and first floor plans #A1 and #1 (Ritterbush Bros.) dated 11/14/58

✕Veterans Memorial Public Library Elevations (Ritterbush Bros.) (single, undated sheet)

Veterans Memorial Public Library expansion

Veterans Memorial Public Library expansion (A104 overlay dated 3/18/87)

✕Veterans Memorial Public Library First floor plan and basement floor (Ritterbush Bros.) (5 sheets)

Veterans Memorial Public Library First floor preliminary plan (Ritterbush Bros.) dated 6/17/61

## **BOOKMOBILE**

see also CORRESPONDENCE-MISCELLANEOUS  
NEWSPAPER CLIPPINGS

Picture Albums (for Carnegie Library, Veterans Memorial Public Library, and Bismarck Veterans Memorial Public Library)

“Bismarck bookmobile: knowledge on wheels” (Morning Pioneer article, 6/23/68)

Bookmobile comparison chart

“Bookmobiles and bookmobile service a selected bibliography” dated August 1955

Bookmobiles and the municipal library

Chassis specifications for Pioneer bookmobile dated November 1, 1995

Circulation policy brochure

Circulation statistics and collection breakdown

Cities (population 20,000-35,000) which have bookmobiles based

on 1953 figures

Correspondence from Paul H. Wyer (Gerstenslager Company) to C. L. Young (Board of Trustees of the Bismarck Public Library) dated May 4, 1956

Cost estimate for bookmobile operation in Bismarck (undated)

Fall & Winter 2005-2006 and 2006-2007 schedules

Fall & Winter 2007-2008 schedule

General undated letter from John Conrad (Council President) to Council members

Gerstenslager Company drwg. no. AR-47 (G-B & 12-14 volt wiring) dated 10-15-54

Gerstenslager Company drwg. no. S-11157 (Typical 110 V. wiring diagram for bookmobiles) dated 9-28-54

Here comes The Bismarck Public Library Bookmobile

XInformational documents regarding the institution of service in the county <Document Box #8>

It's Your Library--branch library or bookmobile? (ALA Guide JN 22085)

"Just for fun" brochure

XPetition signatures

Press release to Bismarck Tribune dated February 20, 1956

"Rolling smoothly along" article from *Library Newsletter* v.5, #3 (December 1980)

Summer 2002 and Fall & Winter 2002-2003 schedules

Staff listings back to 1957

Various newspaper clippings

Various schedules dating back to March 1957

"Your Burleigh County Bookmobile will be arriving at..." service card

### **BOOKMOBILE (SIGNS, POSTERS, ETC.)**

The "Schooner" the better folding paper tent (1976 bookmobile funding campaign)

XThe "Schooner" the better poster (1976 bookmobile funding campaign) <Poster box #1>

The "Schooner" the better sign (1976 bookmobile funding campaign)

## **BRANDT MEMORIAL FUND**

Books purchased with gift money from Dr. and Mrs. A. M. Brandt dated March 1944

## **BUDGETS**

Assorted reports regarding pay scales and proposed and actual budgets 1936-1961 (some years missing)

Petty cash account statements from July 1, 1937 through June 30, 1956 (includes statement for years 1929-1940)

...preliminary <city> budget for fiscal year beginning July 1, 1954 and ending June 30, 1955 (dated July 15, 1954)

## **BUILDING A FOUNDATION FOR LIFE ENDOWMENT CAMPAIGN**

Bismarck Library project worthy (Tribune editorial by Ken Rogers, *Bismarck Tribune*, 11/15/2001, p.4A)

*Bricks Books & the Internet...Curt Speaks* (Dr. Curt Juhala)

*Bricks Books & the Internet...George Speaks* (George Keiser)

*Bricks Books & the Internet...Monica Speaks* (Monica Hannan)

*Bricks Books & the Internet...Susan Speaks* (Susan Tschider)

*Building a Foundation for Life* informational booklet (2 copies)

Donor Recognition Event invitation and RSVP card (held 4/30/2002)

Library helping hands (*Bismarck Tribune*, 11/21/2001)

Public Library launches fund drive effort (*Bismarck Tribune*, 11/11/2001, p.1C)

✕A special presentation of Bismarck Veterans Memorial Public Library Bismarck, North Dakota (video recording produced by American City Bureau 7-12-2001)

## **CARNEGIE LIBRARY**

see also BLUEPRINTS

SLIDES (File 1 only in the Collection)

Bismarck Public Library cost \$30,000. F. W. Keith--architect

Bismarck's Diamond Jubilee (1872-1947) (Program from Bismarck Public Library)

Black-and-white picture postcard

Card with library image from block prepared by Ruth Rudser and accompanied by a letter from Andrew Hansen dated June 16, 2002

Color post card (Hafstrom Co., Belfield, N. Dak.)

News release dated February 20, 1954 regarding new driveup

book return

**XPicture Album**

Picture looking south at front entrance (taken by Paul Longin)

Picture looking southwest at front entrance from Thayer Avenue and 6<sup>th</sup> Street intersection (taken by Paul Longin)

A resolution to accept the donation of Carnegie Corporation of New York (dated April 1916)

**XSpecifications for a garage addition to the Public Library Bismarck, North Dakota...dated October 6, 1956**

Specifications for repairing of the floor in the...Ritterbush Brothers

Various building and renovation plans 1944-58

Various documents from 1953 relating to electric work

Wooden block with carving of the Carnegie Library (signed by R. Rudser)

**CERTIFICATES AND LETTERS OF APPRECIATION**

**XBismarck Centennial Celebration 7/22-29/72**

**XBismarck Folkfest Parade 9/17/83**

**XBismarck Police Department 10/21/82**

**XHallmark 11/18/71**

**XNational Federation of Music Clubs 1966 & 1967**

**CHANGE ORDERS**

Change orders 1-B, 1-GS and 1-W (all dated 5/10/63)

**CHILDREN'S LIBRARY**

see also LIBRARY SERVICES

Fund-raising activities and renovation of area (assorted *Bismarck Tribune* articles)

Grand opening held January 23, 2010 (assorted articles, advertisements and two commemorative bookmarks)

Library adds three programs (*Bismarck Tribune*, 9-14-2008, p.3C)

**CHILDREN'S PROGRAMMING**

see LIBRARY SERVICES

**CIRCULATION DEPARTMENT**

Circulation policy brochure

Miscellaneous information bookmarks

**CITIZENS FOR A BETTER LIBRARY**

✕Miscellaneous materials

**COFFEE SHOP**

Bookmark

Newspaper clippings

**COMPUTER CLASSES**

see LIBRARY SERVICES

**COOKBOOKS**

The “How to Dewey It” cookbook (1981 edition)

**CORRESPONDENCE**

✕C. L. Young 1916-1926 <Document box #6>

✕C. L. Young 1927-1933 <Document box #7>

✕Dated 4-5-39 (Erana M. Stadler) through 5-28-63 (Andrew M. Hanson) <Document Box #2>

Letter dated September 5, 1952 from Tom Baker to Robert E. Thomas (includes return letter)

Letter dated March 22, 1957 to Andrew Hansen from Tom Baker

Letter dated January 14, 1958 from Andrew Hansen to Tom Baker

✕Letters written in 1901 to Andrew Carnegie

**CORRESPONDENCE-MISCELLANEOUS**

Miscellaneous correspondence

**FLOODING**

Newspaper clippings (2/12 - 14/2007)

see also PICTURE ALBUMS for Bismarck Veterans Memorial Public Library

**FLOORPLANS**

see BLUEPRINTS

**FOLKFEST PARADE**

see also PICTURE ALBUMS for Veterans Memorial Public Library and Bismarck Veterans Memorial Public Library

Parade participants [Christine Kujawa (new Circulation Head) as *Thing 1* and Betsy Porter (outgoing Circulation Head) as *Clifford the Big Red Dog*]-October 2003

Pictures from 9/14/2002

Pictures (staff participants in “Parade of Champions”, 9/11/2004)

## **FORUMS**

Bismarck Public Library Forum, February 27, 1945

## **FRIENDS OF THE LIBRARY**

see also NEWSPAPER CLIPPINGS

“Be a Friend” brochure

Book Fair materials

Booksale bookmark (2005)

Booksale bookmark (fall 2006)

Booksale newspaper clippings

Constitutions

I’m a Friend of the Library” sticker

✕Newspaper article scrapbook <Document box #9>

✕Newspaper article scrapbook (loose pages)

“North Dakota Authors Book Fest” bookmark (held 11/4/2006)

2012 Spring Used Book Sale bookmark

✕Various letters, papers, newspaper clippings, and brochures

Various newspaper clipping relating to booksales and programs

We’ve been looking for you” brochure

## **GRAND PIANO FUND**

Letter dated 7-3-91 regarding revised usage guidelines

Veterans Memorial Library Grand Piano Fund--a centennial project of the Bismarck Mandan Music Teachers Association

## **GRANTS**

Contract between State Library Commission and Veterans Memorial Public Library...Title 1 of the Library Services and Construction Act...June 30, 1975

## **HISTORY**

Abbreviated history (authored by Thomas T. Jones, library director)

Abbreviated history (authored by Mary Jane Schmaltz, assistant library director)

“Bismarck Public Library History” by Cathy Langemo (*City Magazine*, April-May 2004, p.28-29)

✕Various general histories of library’s development

**HOSPITAL LIBRARY SERVICES**  
see also LIBRARY SERVICES  
NEWSPAPER CLIPPINGS

Bismarck Hospital and St. Alexius Hospital statistics from 1952 through 1956

Circulation in Hospitals (First Year January 29, 1934-January 31, 1935; Second Year January 31, 1935-January 31, 1936)

Circulation statistics record...Bismarck Hospital July 1957-June 1959

Circulation statistics record...St. Alexius Hospital July 1957-June 1959

C.W.A Hospital Library Service (4 pages-undated)

“Hospital Library Service in Bismarck” presented at the North Dakota Library Association convention at Williston, N.D., May, 1935 by Mary Litt

Hospital schedule as of April 3, 1954

“New hospital truck developed here brings 75-book library to patients” (undated newspaper article)

✕Picture Album (for Carnegie Library)

St. Alexius Circulation Record July 1951-June 1953

Service to Bismarck and St. Alexius Hospitals July 1953 - June 1954 and July 1955 - June 1956

**INFORMATION AND REFERRAL**  
see also LIBRARY SERVICES

Bid letters and responses dated 1980-1984

✕Directories for 1974-1985

Feasibility Forum documents

“Historical overview of I & R”

“Information and Referral Service: a definition”

Miscellaneous correspondence

Miscellaneous documents and letters relating to VISTA

Miscellaneous letters, etc. relating to the Boy Scouts’ participation

News releases

Questionnaire and sample letter sent 9/10/73

Questions...during its first two weeks of operation

Statistics March 1975

Update instructions to staff

“What is an I&RS? A definition”

Workshop information dated 4/11-12/75

### **INSPECTION REPORTS**

Store or dwelling inspections dated March 2, 1958, March 2, 1959, March 21, 1960, July 8, 1963 and February 19, 1964

### **JOB DESCRIPTIONS**

Miscellaneous documents

### **KALEIDOSCOPE**

see also CERTIFICATES AND LETTERS OF  
APPRECIATION  
PICTURE ALBUM (Veterans Memorial Public  
Library)

Various newspapers articles and brochures

### **LEASES**

Gaylord Bros. Inc. Dated 12-1-50 and 2-18-57

### **LIBRARY BOARD**

✗Bills to the... 1936-1960

✗Librarian reports to... 1936-1960

✗Minutes of the meetings of... April 22, 1916 to June 8, 1940

✗Minutes of the meetings of... 1943-1960

Notarized document swearing in William Pearce as trustee of Bismarck Public Library dated March 11, 1949

### **LIBRARY DIRECTORS**

Bookmarks and dinner program for Thomas T. Jones' retirement

Harms to be library director (Bismarck Tribune, 3/31/2011, p.B1)

In honor of the retirement of Thomas T. Jones (DVD)

Library candidates in Bismarck (Bismarck Tribune 3/29/2011, p.A1)

Library director [Thomas T. Jones] retiring (Library Connections, v.7#2, April-June, 2011)

35 years of library services [Thomas T. Jones] (Bismarck Tribune, 12/15/2010, p.B1)

Tom Jones leaving Library well-positioned for the future (The Limited Edition, v.18. #2, Fall 2010)

**(THE) LIBRARY FOUNDATION, INC.**

Brochures and newsletters

“A donation to the Library” brochure

Here to help (Bismarck Tribune, 8/29/2010, p.B1)

Invitation to dedication of the “Endowment Wall” (May 22, 2003)

Library Foundation elects officers (Bismarck Tribune, 4/24/2011)

Library Foundation Recognition Dinner-November 18, 2011 (3 pieces)

“Library receives a \$150,000 gift” (*Bismarck Tribune*, 4/8/2006, p.B1+)

Library to honor Bill Pearce (Bismarck Tribune, 11/4/2011, p.B1)

“Sustain a Great Library–Support the Foundation!” brochure

2006 Gifting brochure

What is your legacy? brochure

**LIBRARY SERVICES**

see also HOSPITAL LIBRARY SERVICES

Almost real-birds in wood (Bismarck Tribune, 2/12/2010)

Audio books fly out of libraries (Bismarck Tribune, 9/4/1998, p.C2)

Beginning computer classes (fall 2006 brochure & bookmark)

Brochure...*Welcome to Bismarck Veterans Memorial Public Library*

Check out live library music (Bismarck Tribune, 10/1/2002, p.B1)

Children’s Day July 25, 1974

Children’s Day July 25, 1975

Children’s Day July 23, 1976

Children’s Day July 25, 1977

Children’s Day July 25, 1978

Children’s Day July 25, 1979

Children’s Day July 24, 1980

Children’s Day July 25 1981

Children’s Day July 22, 1982

Children’s Day July 20, 1983

Children’s Day August 1, 1984

“C-SPAN comes to town” (*Bismarck Tribune*, 7/27/2007, p.2B)

Computer classes (summer/fall 2007 brochure & bookmark)

County public libraries

“Discover Dinosaurs & Dragons” 6/1/2005

Dorgan introduces bill to create safe Internet domain for kids  
(*Bismarck Tribune*, 3/29/2002, p.B1)

Download audiobooks, eBooks, and more at Bismarck Veterans  
Memorial Public Library

“Dragons, Dreams & Daring Deeds” (fall 2005 Youth Services  
program schedule)

Exhibit booth for City Employees Benefit Fair at the Civic Center  
November 7, 2007

General library information brochures (most are undated)

“Good night, good knight” (*Bismarck Tribune*, 7/20/2005, p.B1)

An index to the *Mother Earth News* (VMPL, October 1974)

Keith Darney columns (*Bismarck Tribune*, 5/18/2003, p.E1 and  
6/8/2003, p.E1)

Libraries are still needed (*Bismarck Tribune*, 4-23-2008, p.10A)

“Library discussion blog” (*Bismarck Tribune*, 11/27/2005, p.E1)

“Library receives ‘esoteric’ selection of CDs” (*Bismarck Tribune*,  
8/13/2004, p.A1)

Lost in a book (*Bismarck Tribune*, 11/25/2007, p.C12)

Memo regarding summer library hours (dated 5-27-76)

Library offers computer classes (notice in the *Bismarck Tribune*,  
7/2/2002, p.1B)

Miscellaneous newspaper clippings relating to Children’s  
Services

“A new world of hearing” poster

Online book clubs

“Paws, Claws, Scales & Tales” (fall 2006 Youth Services  
program schedule)

Prize to the reader of 10 books during summer of 1955

Quilting work on display at library (*Bismarck Tribune*, 1/20/2011,  
p.B2)

RAVES video (CATV-1993)

“Ready for school” (*Bismarck Tribune*, 8/12/2004, p.B1)

Regional library service dated 12-18-67

Regional public library service in Burleigh, Emmons and Kidder Counties (undated)

“Remembering the ‘vanished’ ones” (*Bismarck Tribune*, 9/11/2006, p.B3)

“Shut-in? maybe...but not shut out”

Storytime (*Bismarck Tribune*, 8/13/2002, p.B1)

Tale of two ladies [Marvia Boettcher and Patty Morris] (*Bismarck Tribune*, 11-5-2007, p.B1)

Toddler Tales and Preschool Story Time schedules for fall 2002-spring 2003

Various Bismarck Public Library bibliographies (undated)

✕Various brochures relating to adult/general public programming (most are undated) <Document Box #4>

✕Various newsletters, brochures and news releases related to children’s programming <Document Box #3>

“Where are the bookworms?” (*Bismarck Tribune*, 7/25/2004, p.E1)

You could look it up (*Bismarck Tribune*, 4/6/1999, p.B1)

Your library: More than just books (*Bismarck Tribune*, 4-15-2008, p.2C)

### **MCCREARY MEMORIAL FUND**

List of travel books purchased with Mrs. H. L. Chaffee’s gift in memory of Luella B. McCreary

### **MEMORIAL FUNDS**

see also BLOCK MEMORIAL FUND

BRANDT MEMORIAL FUND

MCCREARY MEMORIAL FUND

SWEENEY MEMORIAL FUND

VETERAN’S MEMORIAL FUND

WILL MEMORIAL FUND

“Planning a gift and bequest program for your library” ALA, 1939

### **NEWSLETTERS**

“News Letter from you public library” dated October 1944 to December 1945

### **NEWSPAPER CLIPPINGS**

*Bismarck Tribune* 2/4/70 p.22

Build a better Bismarck without any increase in the city property tax...(*Bismarck Tribune*, 10/30/1986 full page ad)

Check it out...fishing rods...now available at state’s libraries

(Bismarck Tribune, 9/16/1995, p.A9)

For the kids, by the kids (*Bismarck Tribune* article)

✕“Ideal Scrap Book” contains clippings dated 1926-1941

Libraries provide cool summer fun (*Bismarck Tribune*, 7/12/2002)

Library director wins state award (*Bismarck Tribune*, 10/8/1999, p.1B)

Library’s free gear is perfect for free fishing (*Bismarck Tribune*, 5/29/2002, p.1C)

Morning Pioneer 2/1/70 p.5

Mylar envelopes containing clippings about Bismarck Veterans Memorial Public Library

New bookmobile hits the streets (*Bismarck Tribune*, 3/24/2001, p.1B)

Once-spacious library suffers overcrowding, program cuts (*Bismarck Tribune*, 7/20/1986, p.1B)

Program a joy for both readers, young listeners (*Bismarck Tribune* article, circa 1984)

*Rave review of summer reading and Promoting library use* (*Bismarck Tribune* articles)

Reach and draw! (*Bismarck Tribune* article)

Read, imagine and explore...Pull the plug on the TV drug, your kids will thank you (*Bismarck Tribune*, 7/17/1991, p.1C)

Story hour: More kids than space (*Bismarck Tribune*, 10/9/1986)

Story time with Mother Goose (clipping from the *Bismarck Tribune*)

✕”Veterans Memorial Public Library” scrapbook (contains clippings about Carnegie Library and Veterans Memorial Public Library)

## PICTURES

see also *Picture Albums* for CARNEGIE LIBRARY, VETERANS MEMORIAL PUBLIC LIBRARY, and BISMARCK VETERANS MEMORIAL PUBLIC LIBRARY

Assistant Director Mary Jane Schmaltz (standing) assisting patron at Internet computer (February 2001)

Lewis & Clark Special Collection from 2003-2008 (April 2003)

Thomas Jones (Library Director) and Mary Jane Schmaltz (Assistant Director)-April 2002

UNISYS Bookworm Challenge-May 1999 (Patty Morris kneeling at far left)

UNISYS Bookworm Challenge-September 1999

**POLICIES**

City orders \$20 fine for library parking lot (Bismarck Tribune, 9/1/2011, p.B1)

Inventory (undated)

Inventory (undated ) <Catalog Room copy>

Memo from Richard E. Miller to staff dated November 21, 1966 regarding the discontinuance of the deposit card

“Putting things in perspective” a brief manual for new employees...dated 2/75

Withdrawal routine, March 30, 1939

**PROPOSAL FORMS AND BID REPORTS**

Bid report dated August 9, 1962

Bismarck Tribune 4/2/63

Bowman Furniture Company 4/2/63

Colburn School Supply 4/1/63

Froeschle Sons 8/9/62

Gaffaney and Shipley 4/1/63

Hauenstein and Burmeister 4/1/63

L. L. Tebelius Sales 4/2/63

Northern School Supply 4/1/63

Proposal form A-2 (undated)

Skeels Electric 8/9/62

Welch and Sons 8/9/62

Woodmansees 4/2/63

**RECEIPTS AND CHECK STUBS**

Acorn Brand receipts dated July 13, 1917 through March 14, 1918

Check stubs #502 (11-26-41) to #1002 (10-5-45)

Receipts 1946-1965 (scattered dates)

**SALARIES**

see BUDGETS

## **SLIDES**

X Library History Slide Collection

## **SPEECHES, TALKS, ETC.**

Various documents dated 1953-1963

## **STAFF BENEFITS AND CONDUCT**

Letter from John A. Zuger (City Attorney) to Tom Baker (City Auditor) dated November 10, 1959 regarding whether library employees may be covered under the City Employees Pension Plan

“Staff attitudes and professional conduct” by Erana M. Stadler (undated)

## **STAFF MEMBERS AND FAMILIES**

see also LIBRARY DIRECTORS

Byrd Bidgood (funeral program)

Celebrating the Life of Brian Morris (January 12, 1956-July 1, 2008) and obituary [husband of Patty Morris]

Congratulations for staff accomplishments dated 9-29-94

Employee descriptions dated November 1975

Eric Bryntesen funeral program & obituary (Bismarck Tribune,

12/14/2011, p.A9)

Greta Knutson (obituary)

Greta Knutson (retirement party invitation and pictures)

Sally Owens (eulogy, obituary, note to director, letter from her mother)

Betty J. Schmidt

Adolph Semmel (obituary and funeral program)

Staff directory dated July 21, 1971

Robert M. Thompson (funeral program)

Sebastian Wald (obituary, funeral program, eulogy)

31 years of Bookmobile Service [Donna Maston] (Library Connections, v.7#1, January-March 2011)

Julie Ziegler (funeral program)

## **STATISTICS AND STATISTICAL REPORTS**

Adult programming 1981 (advertising and brochure costs)

American Library Association questionnaire to libraries dated February 8, 1943

Annual report 2004 brochure	Circulation statistics record...total July 1957-June 1959
Annual report 2006 brochure	Comparison 1964 to 1984
Annual report brochures for 2007, 2008, and 2009	Facts about library (undated)
Annual reports 1938-39, 1955-56	General statistics--final inventory June 1973
✗Annual reports of the librarian from 1939 through 1945	“How the Library compares to the standards set by the American Library Association”
Bismarck Public Library dated December 9, 1952 and February 18, 1961	Inventory adult non-fiction summer 1965
Bismarck Public Library-Library Services and Facilities dated February 18, 1961	Inventory 1971-72 Children’s Department
Bismarck Public Library monthly financial statement 7/31/51 and 8/31/51	✗A librarian’s log (entries dated 11-6-36 through 5-29-51)
Book additions and price-reference dated 5/67	Library report 7/1/37 - 11/30/37
Books missing at Inventory, January 1, 1940	Library statistics December 1954 through November 1955
Books missing at Inventory, January 3, 1940	✗Line graph illustrating growth in circulation, registered borrowers, and numbers of library books in the library from 1918-1960 <Chart box #1>
Books missing at Inventory, September 1, 1940	“Local Government News” 10-1-40
Budget 1958-1959 and library services and facilities	✗Monthly report...for the month of... (August 1927-January 1965; scattered holdings) <Document Box #5>
Circulation statistics record...library and bookmobile July 1957-June 1959	Parochial and public school attendance figures (8th grade and

under) and number borrowing books (undated)

Post-war standards for Public Libraries (undated)

Post-war standards for Public Libraries December 1, 1949

Press release to papers July 29, 1949 (Gain in library circulation for year ending June 20, 1949)

Public library statistical report for fiscal year ending... (some years missing)

Report of progress 1963-64

Report of the public library...ending... (dated 2/28/38 and 2/28/39)

Salaries and vacations for Ethelyn Wall, Martha Meyer, and Helen Agre for 1946-63

✕Staff reports to...dated April 1949-January 1958 (Stadler-Hanson) <Document Box #1>

State Library Commission biennial report for the period July 1, 1958 to June 30, 1960

Statement of ... book stock...dated July 31, 1942 through December 31, 1950

Statistical and financial summaries 1/1/58-1/1/59

Statistical report July 1968-June 1969

Statistical report of the Bismarck Public Library for the year ending... (some years missing)

Summary of popular services programs (1976-1977?)

Survey of public library building facilities, fiscal 1963-64

Total Circulation Record 1949 through June 1951

2007 Circulation Statistics

Veterans Memorial Library-your Bismarck Public Library

### **SWEENEY MEMORIAL FUND**

List of books dated April 14, 1938

### **TEEN SERVICES**

Book club for tweens offered (*Bismarck Tribune*, 1-30-2009, p.4C)

Teen Summer Reading Program Summaries for 2007 and 2010

Teen VIPs brochure

Teen VIPs newsletter (v.1, #3, May/June 2007)

2009-2010 Teen VIPs Volunteer Hours Summary September 1, 2009 - August 3, 2010

**VETERAN'S MEMORIAL FUND**

Commissioners proceedings for March 7, 1961

Letter to Jack D. Vantine from Andrew M. Hansen and Russell Reid dated January 27, 1958

Miscellaneous correspondence

Petition to the Board of County Commissioners County of Burleigh

Resolution dated March 16, 1961

Statement dated 9-9-59

Two petitions (Veteran's Memorial Fund)

**VETERANS MEMORIAL PUBLIC LIBRARY**

see also BLUEPRINTS

NEWSPAPER CLIPPINGS

SLIDES

VETERANS MEMORIAL FUND

Advertisement for bids dated July 17, 1962

Advertisement for bids for residential dwelling dated February 14, 1962

✕Aerial photograph showing Library block area (circa late 1970s)

Affidavit of publication dated August 1, 1962

Architect's drawing of exterior

Architect's rendering (Ritterbush Brothers Architects)

Bismarck's new public library...the Veterans Memorial Library

Brochures

Building plans and contracts 1962-1964

Congratulatory telegram from Bob Thomas dated September 21, 1964

Dedication address by the Hon. Evan Lips, Mayor September 20, 1964

Dedication of Main Reading Room (September 20, 1964)

Dedication of the Veterans Memorial Public Library...September 20, 1964

Design for a decade: the Veteran's Memorial Public Library's Planning Project (September 10, 1974)

Drawing (undated)

Gaylord computerized circulation system circa 1984

✕General and electrical specifications...Ritterbush Brothers

General revenue sharing requests and assorted documents from 1975-1976

✕"Get it at the library" (audiocassette–date unknown)

Ground breaking ceremony Thursday, August 20, 1987

Insurance report to commissioner of insurance dated May 21, 1963

✕Library Board meeting with community leaders regarding building financing alternatives on March 23, 1985 (audiocassette)

✕Library equipment specifications...Ritterbush Brothers

✕Library expansion campaign materials

Miscellaneous correspondence

Names of those supporting use of the Veterans Memorial Levy to build new library

Photograph (Library tea, 4/12/1970; L to R: Betty Mills and Mrs. Robert (Terri) Nelson)

Photography (Library's Business Collection Room, early 1970s; L to R: Mrs. Robert (Terri) Nelson, Mrs. John Bauman and James Dertien)

✕Picture Album (part 1 and part 2)

Proposed Veterans Memorial Public Library expansion

✕Proposed Veterans Memorial Public Library project

Sketch by William Reynolds dated 9/78

Sketch outlining proposed expansion

State Fire and Tornado Fund policy for 8/1/69-8/1/71

Statement by Hanson regarding new library building (undated)

✕Sunday afternoon at the library–February 12, 1984 (videorecording)

✕Thomas Jones' interview with Bob McLeod on KFYZ-TV in 1976 (audiocassette)

"Twenty well-worn years"

Various newspaper articles

Veterans Memorial Library-your Bismarck Public Library

Vote Yes...poster (Citizens for Library Expansion)

## **VOLUNTEERS**

Recognition ceremony May 6, 2004

VAC volunteers help library computerize collection (*Bismarck*)

*Tribune*, 10-7-1984, p.B1)

Volunteers' handbook service to shut-ins

Young volunteers help library (*Bismarck Tribune*, 6-19-2010)

**WILL MEMORIAL FUND**

Bequests to Library 1919-1923

Bequests to Library 1919-1927

Statements of account dated 7/26/41 and 5/31/51

Various lists of books dated April 14, 1938