

Regular Meeting of the Library Board

February 27, 1920.

Present: Messrs. Hardy, Shade, Lorenz, Mrs. Gastman,
Mrs. Muleady and Miss Crea.

Minutes of the last meeting were read and approved.

The librarian's report was read, on motion approved and
ordered placed on file.

No new books were recommended for purchase, but about
250 renewals were to be ordered.

On motion 100 electric lamps were to be ordered of the
lowest bidder. It was thought advisable to change from the 25 watt
lamps to the 40 watt, if the price was satisfactory.

Miss Cleo Lichtenberger was here from the U. of I. Library
School doing field work.

Mrs. Evans and Miss Love attended the district meeting at
Bloomington, Feb. 24th. The discussions were very interesting and
helpful.

Plans for the new Branch building were on exhibition and they
were very satisfactory, with the exception that they called for a more
expensive building than we could afford. Mr. Clausen was to be seen
and asked to estimate on a smaller building, size 30 x 40 ft.
(outside measurements, 32 x 42 ft.) It was decided to have the
brick veneer instead of the solid brick walls, but the style of
architecture was to be the same as shown in the plans.

Bills to the amount of \$1,069.90 were approved by the
Finance Committee and ordered paid.

On motion adjourned.

Alice G. Evans.
Secretary.

February 27, 1920.

Librarian's Report for January 1920

	<u>Book Account</u>		Branch.	School.	Total.
	Adult.	Child.			
Total vols. Dec. 31, 1919	34,760	5,692	1,507	1,798	43,757
New books added by purchase	125	45	36	3	209
New books added by gift	13				13
Books replaced	3	41	4	2	50
Total additions	141	86	40	5	272
Books withdrawn	93	64	13		170
Total vols. Jan. 31, 1920	34,808	5,714	1,534	1,803	43,859

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force Dec. 31, 1919	6,551	3,132	164	769	10,616
Borrowers registered	180	99	1	13	293
Borrower's cards cancelled	204	67	1	2	274
Cards in force Jan. 31, 1920	6,527	3,164	164	780	10,635

	<u>Main Lib.</u>		<u>Branch</u>		School.	Dep.	Fire S.	Total.
	Adult.	Child.	Adult.	Child.				
Books issued	10,289	4,005	310	925	1,797	676	304	18,306
Largest daily circulation at Main library-	855.				At Branch-			182
Smallest " " " "	- 276.				" "			85
Average " " " "	- 549.				" "			137
Books used in reading and reference rooms	-----							1,208
Delinquent postals sent	-----							301
Reserve postals sent	-----							74

<u>Binding and Repair</u>		Total.
Books sent to bindery	-----	370
Books repaired in library	-----	129

Sunday Opening
 Visitors: Men -- 114. Women -- 46. Children -- 8. Total -- 168.

	<u>Classified Report</u>				Total.
	<u>Book Account</u>				
	Adult.	Child.	Branch.	School.	
General works	3				3
Philosophy	3				3
Sociology	24	16	4	1	45
Science	3		4		7
Useful arts	7	1			8
Fine arts	11				11
Literature	13	6	1		20
Travel	7	1		2	10
Biography	3		2		5
History	14	3	1		18
Fiction	53	59	28	2	142
Total	141	86	40	5	272
Rental coll.	15				15

Librarian's Report for January 1920 --- 2

	<u>Classified Report</u>					Total.
	<u>Circulation</u>					
	Adult.	Child.	Branch.	School.	Stations.	
General works	24	18	1			43
Philosophy	90				5	95
Religion	106	37	16	23	4	186
Sociology	257	364	126	301	46	1094
Philology	7	9				16
Science	129	72	46	101	34	382
Useful arts	289	38	29	52	20	428
Fine arts	237	66	18	39	11	371
Literature	747	130	68	123	88	1156
Travel	116	68	38	144	41	407
Biography	182	55	24	68	13	342
History	274	51	50	121	86	582
Fiction	7403	3078	794	825	632	12732
Foreign books	35					35
Magazines	168	19	25			212
Rental coll.	225					225
Total	110289	4005	1235	1797	980	18306

Finance

Receipts:

Balance due from appropriation Dec. 31, 1920	-----\$12,199.28
Fees for non-residents	-----20.00
Fines, damages & lost books	-----96.18
Rental coll.	-----10.40
Other sources	-----6.42

Total receipts -----\$12,332.28

Expenditures:

Salaries	-----\$940.63
Books	-----312.62
Binding	-----439.02
Supplies	-----36.80
Repairs & improvements	-----176.63
Light & heat	-----122.11
Furniture & fixtures	-----9.00
Postage, freight & exp.	-----10.98
Miscellaneous	-----272.42
Total expenditures	-----\$2,320.21
Balance due from appropriation Jan. 31, 1920	-----\$10,012.07

Respectfully submitted,

Alice G. Evans.

Librarian.