

Board of Trustees

May 10, 1950

The Annual meeting of the Board of Trustees was called to order at 4:05 P.M.

Members present, Mr. Knuth presiding; Mrs. Evans, Mrs. Loewen, Mr. Blackford.

Librarian's report was signed by members present.

The budget for 1951-52 was considered thoroughly.

Mr. Knuth presented his letter which was to go to the Mayor with the Librarian's report.

The Librarian reported that Miss Eleanor Sloan of Denison, Texas, had accepted the position of Children's Librarian and would report to work in June. Also, she was negotiating with Miss Agnes Killerlain of Dodge City, Iowa, regarding a visit by Miss Killerlain to Decatur with regard to the Young People's Librarianship.. The Librarian asked the Board to reconsider the salary of the High School Librarian which had been placed at \$3,000.00 since Heads of Departments had been raised to \$3150.00 at the last Board meeting. Since Miss Killerlain was receiving, at present, \$3250.00, it was doubtful if the Library could secure her at less than that sum.

The Librarian asked the Board if they thought it was too early to dismantle the Lincoln Room in preparation for the renovations and the Board agreed that she was to prepare for it as she saw fit.

The members voted to have the meeting continued on May 12th when it was hoped a quorum could be secured.

The meeting adjourned at 5:05 P.M.

Respectfully submitted,

Muriel E. Perry
Muriel E. Perry
Secretary

MEP/rs

Librarian's Report
April, 1950

Financial Statement

<u>Receipts</u>		<u>Disbursements</u>	
Bal. on hand April 1, 1950	30763.09	Staff Salaries	2659.68
Fines, damaged, lost books	330.26	Janitor Salaries	376.74
Non-resident fees	28.00	Books	1153.07
Other sources	3.04	Periodicals	71.65
	<u>31124.39</u>	Visual Aids	250.37
		Printing	13.00
		Binding	353.22
		Supplies	274.37
		Heat	165.36
		Furniture & Fixtures	166.62
		Telephone	41.05
		Postage, drayage, express	28.63
		Insurance	36.65
		Bookmobile	67.42
		Miscellaneous	68.97
		Special Bldg. Account	14281.41
			<u>19908.21</u>

Balance in checking account April 30, 1950 -- \$11,216.18

Circulation

	<u>Adult</u>	<u>Juvenile</u>	<u>1950</u>	<u>1949</u>
Main Library	10064	4028	14092	14537 - 445
Evans Branch	953	1834	2787	2553 + 234
Bookmobile	2172	3918	6090	4011 + 2079
Decatur & Macon Co. Hospital	0	0	0	194 - 194
T. B. Sanitorium	215	0	215	251 - 36
	<u>13404</u>	<u>9780</u>	<u>23184</u>	<u>21546</u> + 1638

(A 522-1293)

	<u>1950</u>	<u>1949</u>
Largest daily circulation at Main (Evans 208, Bkm. 466)	815	943
Overdue notices mailed	396	710
Reserve postals mailed	96	130
Pictures loaned	726	940
Telephone calls	523	656
Reference questions asked	420	719

Binding and Mending

	<u>1950</u>	<u>1949</u>
Books sent to bindery - - - - -	342	226
Books mended in library - - - - -	105	139

Librarian's Report

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Book Stock

	Total vls. Apr. 1, 1950	Books Added	Books Withdrawn	Total vls. Apr. 30, 1950
<u>Main</u>				
Adult	62424	99	3	62520
Youth	308	12	0	320
Juvenile	10563	25	0	10588
Total	73295	136	3	73428
<u>Evans Branch</u>				
Adult	5205	14	0	5219
Youth	104	2	0	106
Juvenile	4357	9	4	4362
Total	9666	25	4	9687
<u>Extension</u>				
Adult	2653	26	0	2679
Youth	301	6	0	307
Juvenile	2787	30	0	2817
Total	5741	62	0	5803
<u>School collection</u>				
Total	1268	5	0	1273
<u>East End Branch</u>				
Adult	546	0	0	546
Youth	0	0	0	0
Juvenile	570	0	0	570
Total	1116	0	0	1116
Grand Total	91086	228	7	91307

	Registration		
	Adult	Juvenile	Total
<u>Main</u>			
Carried forward	11649	3103	14752
Additions	181(65)	70(62)	251(127)
Cancellations	48	49	97
Total	11782	3124	14906
<u>Evans Branch</u>			
Carried forward	448	808	1256
Additions	5(0)	21(19)	26(19)
Cancellations	2	7	9
Total	451	822	1273
<u>Bookmobile</u>			
Carried forward	552	1521	2073
Additions	14(2)	39(38)	53(40)
Cancellations	0	1	1
Total	566	1559	2125
Grand Total	12799(67)	5055(119)	18304(186)

() - New Registrations

Librarian's Report

April, 1950

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If blue ribbons were awarded to library departments for extra fine accomplishments, a great royal blue rosette would be pinned to the radiator cap of the Decatur Bookmobile, and the bouquets would certainly go to Miss Austin for her ability, friendliness and patience in building up a service for those who live beyond walking distance of Main and Evans. An award of merit would assuredly go to Mr. Barding for the loyal support he has given to Miss Austin. The Bookmobile ended the last month of its first full year with a record of 6090 volumes loaned, an increase of 2079 over last April's circulation.

Evans Branch continued its steady increase with 234 more books loaned than last year. Miss Davis' yearly record will be second only to that of Miss Austin's.

The decrease of 445 volumes in Main does not discourage us. The Boys and Girls Room loss of 329 volumes was greater than the Adult Department's loss of 116. The principal reason, we believe, is that the Bookmobile is siphoning off some borrowers who were formerly forced to come to Main or go without books. Undoubtedly a second reason is that we are not giving full time service to the children, and we are too limited in staff to do more than desk work for adults.

Much juggling of the schedule freed Miss Garrett and Miss Poland on April 13th so that they could represent the Library at the Regional meeting in Jacksonville.

Mrs. Eunice Kastler of the Welcome Wagon has twice been given supplies of booklists and applications for distribution to newcomers in the City. She reports that people are enthusiastic over receiving booklists and the Bookmobile schedule.

Dr. Stone of the University of Illinois spent an afternoon in the Library conducting on-the-spot interviews with borrowers regarding their opinions of public libraries and their services. His recordings of these interviews were broadcast April 19th over Station WILL on his public library program.

Seven Story Hours were held under the supervision of the Librarian. Total attendance was 157 boys and girls and the average 22. Three of these Story Hours were for classes from the Riverside and Roach Schools.

The Librarian spoke on Library Service to youth for the Woman's Council and on children's reading habits for Riverside P.T.A. With the Education Committee of the Association of Commerce she visited the new Lakeview District High School April 5th. She was present at a meeting of the Council on Education and at meetings of three other organizations.

The Illinois State Normal University Club held one meeting in the auditorium.

Respectfully submitted,

Muriel E. Perry
Muriel E. Perry
Librarian

Board of Trustees

May 12, 1950

The Annual meeting continued from May 10, 1950, opened at 4:05 P.M.

Members present, Mr. Knuth presiding; Mrs. Loewen, Messrs. Blackford, Hull and Tolly.

The salaries of Staff and Building force for 1951-52 were considered at length. The motion was made by Mr. Tolly, and seconded by Mr. Hull, that an estimate of 5% be made for increases in that year. Mr. Tolly said that wages and expenses in every field are going to continue to rise and that the fact must be faced, it being understood that raises are given only in return for service rendered. By roll call, all voted "aye".

After consideration of the items for maintenance, the motion was made by Mr. Blackford, and seconded by Mrs. Loewen, that the budget recommendations, as submitted, be adopted and sent to the City Government with the Annual Report. By roll call, all voted "aye".

The Librarian explained that in giving honest, unpadded figures, we continued to be cut below a reasonable minimum because of deductions for collection of fees which are taken from the budget by the Government. Mr. Hull expressed the opinion of the members that we should continue to be honest with the City Government and expect them to consider our budget in that light.

The meeting adjourned at 5:12 P.M.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary

MEP/rs