

Trustees Meeting

January 27, 1956

The meeting was called to order at 4:50 o'clock.

It was noted that all members were present, Mr. Felts, presiding, Mrs. Bailey, Mrs. Gage, Mrs. Ridgley, Messrs. Blackford, Burgess, Gore, Rollings and Schroeder.

The Minutes of the previous meeting were read and ordered filed.

The motion was made by Mr. Gore and seconded by Mrs. Ridgley that bills for operational expenses totaling \$2967.27, for salaries \$7,537.61, a grand total of \$10,504.88 be paid. All voted "aye".

The Librarian gave figures from several firms for folding chairs. After discussion the motion was made by Mr. Rollings, seconded by Mr. Burgess and unanimously passed that the Librarian purchase the chairs for the best price in her judgement.

The Librarian asked if the Board wanted to study the Survey in ⁺sections. It was agreed that a special committee might study those parts regarding policy-making and report back.

The motion was made by Mr. Gore, seconded by Mr. Burgess and unanimously passed that the Librarian approach the City Council requesting space for the Bookmobiles in the City Garage when it is built. We will expect to pay rent.

It was reported that a letter had been sent to the Mayor requesting action on Board appointments.

Mr. Felts said he wanted to see a Public Relations Committee to investigate a Library publication to be mailed to a selected list of citizens. Funds for this are not in the 1956-'57 budget but should be considered in that for 1957-'58. He wants four standing committees but will wait until the Mayor announces his appointments.

A discussion took place about informing the public regarding the need for a new main building. The Librarian asked the Board if this is the time to put an item in the 1957-'58 budget for a survey for the new building. She was instructed to contact Mr. Bolz of the Association of Commerce asking that such a survey be tied in with the work of the A. of C's city planning committee.

The subject of air conditioning came up. Mr. Rollins wondered why fans in the attic with basement windows left open at night would not cool the building. The Librarian said this was investigated some eighteen months ago. Mr. Spangler had reported that to make attic fans at all effective, grills would have to be cut through the first and second floor ceilings and windows inserted in the attic. Materials and labor would be prohibitive and results insufficient.

The Board agreed that the Librarian should contact air conditioning and fan suppliers, requesting them to examine the building and make proposals on temporary air conditioning or ventilation.

Members took home the proposed policy for attendance at conventions to study before the February meeting.

The motion was made by Mr. Rollins, seconded by Mr. Blackford and unanimously passed that the policy for expectant mothers be adopted.

The Librarian asked for permission to restrict loans of films since so many were being borrowed that our finances would not support it. It was voted to continue unrestricted film loans.

She reported on the success of the music record loans.

It was agreed that she go to the A.L.A. Midwinter Convention.

The meeting adjourned at 5:15 o'clock.

Respectfully submitted,

Muriel E. Perry
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Secretary

PREGNANCY

Any employee who becomes an expectant mother shall give written notice of that fact to the Librarian at least five months before the expected confinement date.

The Librarian shall determine whether or not the employee shall continue her duties but in no case shall her withdrawal from employment be later than three months prior to the expected confinement date.

In case a maternity leave-of-absence is granted such leave will extend to the expiration of a period of three months after the birth of the child.

If re-instatement as an employee is considered the employee shall submit to the Librarian satisfactory evidence that:

1. she is in fit physical condition to perform the duties of her position
2. family circumstances are such that she can devote the required amount of time and attention to her duties.

Should maternity leave be granted and should the course of nature be interrupted or should the death of the child occur within the period of maternity leave, this policy may be relaxed at the discretion of the Librarian.