DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF THE BOARD OF DIRECTORS' ANNUAL MEETING
May 13, 1959

Present: Mr. Rollins, presiding; Mrs. Ridgley, Mr. Felts, Mr. Burnett, Mr. Madden, Mrs. Moothart, Mrs. Bailey and Mrs. Howe. Also present were the following staff members: Mr. Bushee, Mrs. McNabb, Mr. Atchison, Miss Craig, Mrs. Mitchell, Mrs. Edwards, Mrs. Turnbo, Miss Stafford, Miss Yamamoto, Miss Larmon, Miss White, Miss Gage, Mrs. Appelt, Mrs. Thelma Williams, Mr. Burton, Mrs. Robison, Mrs. Read, Mrs. Leonard, Mrs. Shobe, Mrs. Wooters, Miss Schultz, and Mrs. Dobrinick. Mr. McGarrion from the newspaper was also present.

Mr. Rollins called the meeting to order at one o'clock in the Boyd Room. The meeting followed the Annual Staff Meeting at 10:30 a.m. and luncheon in the Staff Room.

The new budget proposal for 1960/61 was discussed. Mr. Felts moved that the estimated budget for 1960/61 be adopted and presented to the City Council, seconded by Mr. Madden. All voted aye. Motion carried.

Nominations were opened for President. Mrs. Ridgley nominated Mr. Rollins, seconded by Mr. Felts. Mr. Rollins declined. Mrs. Bailey nominated Mr. Madden, seconded by Mr. Felts. Mrs. Ridgley moved that nominations be closed, seconded by Mr. Felts. All voted aye. Motion carried.

Nominations for Vice-President were opened. Mrs. Ridgley nominated Mrs. Bailey, seconded by Mr. Burnett. Mr. Felts moved that nominations be closed, seconded by Mr. Madden. All voted aye. Motion carried.

The Librarian presented the Annual Report and pointed out increases in the use of the services offered. A request was made to give the report to the staff members and the press. Mr. Rollins and the Directors agreed to do this and the report was released. The budget was held to be released by the Mayor after it was delivered to that office May 15th.

It was suggested a Board meeting be held late in May and skip June, then have a meeting in July and skip August.

Mr. Felts expressed his appreciation for the fine meal. Mr. Rollins said he has appreciated serving on the Board of Directors.

The meeting was adjourned at 1:30 PM.

Respectfully submitted,

Mary T. Howe
Secretary

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Secretary

decatur public library

MARY T HOWE, Librarian 457 NORTH MAIN STREET DECATUR ILLINOIS

May 14, 1959

The Honorable Robert A. Grohne, Mayor
and Council Members of the
City of Decatur, Illinois

Gentlemen:

The Board of Directors of the Decatur Public Library submits herewith its 92nd annual report for the fiscal year 1958/59, showing the administration and operation of the Main Library, the Evans Branch Library, 25 City Stops serviced by two Bookmobiles, and service to three hospitals and many shut-in patients.

The library continues to grow and reflect the economy and to stimulate interests of the Community. It is a pleasure to call to your attention the greater increase in services and responses from the patrons. The book circulation of 421,621 volumes and non-book materials of 15,359 brings the total to 436,980 of take home loans, the highest in the history of the library. The total of 938,000 units of service were performed by an expert and friendly staff.

Four major projects were initiated during the past year: (1) two additional rooms were air-conditioned, (2) shelving in the reading room and the reference room was replaced, (3) work was begun on fire escapes, smoke screens, rest rooms, additional exits, and (4) data processing procedures and equipment were introduced.

Business at the renovated Evans Branch Library has continued to increase and it is obvious we have quickly run out of space. This points to a need for larger units of this type located on the expanding boundaries of Decatur.

Your Board is emphasizing four major points in the new budget: (1) maintenance of high standards of service in recognizing a projected increase in staff, (2) increased funds for the library's collection which includes another publisher's price increase, (3) no new projects are planned but the contingency fund is increased as to cover unexpected expenses which occur in 50 year old buildings such as the Main Library, and (4) binding costs, equipment, supplies, and travel have been reduced as compared with 1958/59.

In fact the overall budget for 1960/61 is less than the 1959/60 budget. Therefore the tax rate required will be lower in 1960/61 than the current 1959/60 rate of approximately 13¢ per $100 assessed valuation. This is the only source of income for the library (aside from fines and fees) and is 7¢ per $100 lower than the rate approved by referendum at the special election held October 24, 1944, which allowed a rate of 2 mills or 20¢ per $100 assessed valuation. The library has never requested the maximum rate, but may need to do so in the near future.

The report attached is ample witness to the ever-growing usefulness of the Decatur Public Library to the people of Decatur. This annual account was performed and written by our patrons and staff members. All of these statistics, pictures, and text combine to tell of the year's work.

Such notable progress has only been possible through hearty city government cooperation and we look forward to your continued interest in the direction of better library service for the citizens of Decatur.

Respectfully submitted,

Roy Rollins

Board of Directors Decatur Public Library
Roy L. Rollins, President

Karl L. Schroeder

Karl L. Schroeder, Vice-President

Laura E. Bailey

Laura E. Bailey

Maxine B. Ridgley

Maxine B. Ridgley

Edna M. Moothart

Edna M. Moothart

Richard N. Burgess

Richard N. Burgess

David V. Felts

David V. Felts

Jack R. Burnett

Jack R. Burnett

Dean E. Madden

Dean E. Madden

Mary T. Howe

Mary T. Howe, Secretary and Librarian

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DECATUR PUBLIC LIBRARY
Decatur, Illinois

BILLS PRESENTED FOR PAYMENT
MAY 1959

	Vou. No.	Debit	Credit	Balance
BOOKS:				
Americana Corporation	#18657	$ 5.00		
Bacon Pamphlet Service Inc.	18658	34.70		
The British Book Centre, Inc.	18659	26.00		
Doubleday & Company, Inc.	18660	6.37		
The H. R. Huntting Company, Inc.	18661	105.68		
*Illinois Bell Telephone Company	18662	16.00		
A. C. McClurg & Co.	18663	3,449.12		
Pageant Books, Inc.	18664	192.00		
The Scarecrow Press, Inc.	18665	7.20		
Charles E. Tuttle Company	18666	10.00		
The University of Chicago Press	18667	47.54		
The H. W. Wilson Company	18668	18.00		$3,917.61
PERIODICALS:				
*Drawer Account-Decatur Herald & Review	18669	$ 2.25		
The International Council for Exceptional Children	18671	4.00		
Milwaukee Public Library	18672	.50		
Radio and TV News (Electronics World)	18673	4.00		10.75
AUDIO-VISUAL:				
*Drawer Account	18669	$ 40.80		
University of Illinois	18670	3.90		44.70
BINDING:				
Stappenbeck Bookbindery, Inc.	18674	$389.51		389.51
REPAIRS/MAINTENANCE:				
Heise Electric Service	18675	$ 3.35		
Frank Hubbard Electric Co.	18676	5.95		9.30
FURNITURE/EQUIPMENT:				
*International Business Machines Corp.	18677	$531.00		531.00
HEAT:				
Standard Oil Company	18678	$ 48.95		48.95
TELEPHONE:				
*Illinois Bell Telephone Company	18662	$195.45		195.45
POSTAGE:				
Books		$ 8.59		
*Drawer Account	18669	27.29		
*International Business Machines Corp.	18677	2.11		
Modern Talking Picture Service, Inc.	18679	3.52		
Peoria Cartage Company	18680	41.72		
Postmaster, City of Decatur, Illinois	18681	50.00		
R & R Cartage Company	18682	11.26		144.49

BILLS PRESENTED FOR PAYMENT - MAY 1959

	Vou. No.	Debit	Credit	Balance
PRINTING:				
*Industrial Printing, Inc.	#18683	$ 61.25		$ 61.25
BUILDING SUPPLIES:				
Black & Company	18684	$ 3.84		
George Edw Day Sons	18685	1.49		5.33
OFFICE SUPPLIES:				
Allied Office Service	18686	$ 2.65		
Decatur Paper House, Inc.	18687	5.20		
*Drawer Account - Woolworth's	18669	.39		
Haines and Essick Company	18688	13.66		
*Industrial Printing, Inc.	18683	32.35		
*International Bussiness Machines Corporation	18677	113.00		167.25
BOOKMOBILE OPERATION:				
*Consumers Service Stations	18689	$ 16.75		
*El Bauer Chevrolet Co	18690	5.00		
Kilborn's	18691	4.50		
**Kilborn's	18692	127.97		
Schuerman Key Shop	18693	2.10		
*Standard Oil Company	18694	20.69		
Tru-Temp	18702	6.50		183.51
TRAVEL:				
*Consumers Service Stations	18689	$ 6.99		
Mrs. Weidner - Montclair, N.Y. & Washington DC	18703	100.00		
El Bauer Chevrolet Co.	18690	2.00		
First Federal Savings & Loan	18700	21.00		
*Standard Oil Company	18694	16.67		
Yellow Cab Company	18695	2.30		148 96
PROFESSIONAL DEVELOPMENT:				
Mary T. Howe	18696	$300.00		300.00
INSURANCE:				
Nicholson, Clark & Company	18697	$ 10.00		10.00
MISCELLANEOUS:				
Otto Dash Disposal	18698	$ 2.75		
Librarian's Expense Account	18699	32.60		
*Drawer Account	18669	64.77		100.12
SPECIAL PROJECTS - BOOKMOBILE REPLACEMENT:				
The Gerstenslager Company	18701	$17,979.00		17,979.00
Total Operational Expenses				$ 24,247.18

** Duplicate Check for missing check #18232 dtd. November 28, 1958. Payment was stopped on original check.

appeal

BILLS PRESENTED FOR PAYMENT - MAY 1959

	Vou. No.	Debit	Credit	Balance
Total Operational Expenses (forwarded)				$ 24,247.18
SALARIES:				
Staff		$ 13,481.86		
Janitor		737.37		14,219.23
Total Bills Presented for Payment				$ 38,466.41
Balance in checking account after above bills are paid				$ 2,171.70

PRESENTED FOR PAYMENT _____

AUTHORIZED FOR PAYMENT _____

_____

_____

FINANCE COMMITTEE

*The separate amounts under each heading are not necessarily the amounts of the checks.

6/2/59 sab 25

DECATUR PUBLIC LIBRARY
Decatur, Illinois

MINUTES OF BOARD OF DIRECTORS MEETING
SPECIAL WITH THE City Council
May 24, 1959

Members Present: Mr. Madden, Mr. Rollins, Mr. Felts, Mrs. Bailey, Mrs. Moothart, Mrs. Ridgley, Mr. Schroeder, and Mrs. Howe. Also present were Mrs. McNabb and Mr. Bushee. All members of the new City of Decatur Council were present: Hon. Robert A. Grohne, Mayor, Hon. Lloyd, Kopetz, Pogue, Arnold, Morey, Colburn, and Mr. Merris, Corporation Counsel.

Mr. Madden called the meeting to order and welcomed the Council to the Library.

A general discussion of the Library needs and the present budget was held. All members of the Council asked questions and the Directors answered by explaining how the Budget was developed. Some of the points covered were (1) the need of constant repair of the Main Library which was built in 1902 (2)need to offer better salaries to professional librarians because of a national shortage of trained personnel (3) cooperation with the schools (4) growth of the city necessitated increasing the services of the Library (5) crowded work conditions and economy of the administration.

Literature was distributed to the Council members explaining the budget.

Mayor Grohne thanked the Directors for their services to the Library and the City, stating the Library was well run and they were proud of its accomplishments.

Mr. Madden invited all members of the Council to tour the building after the meeting was adjourned. Mr. Arnold, Mr. Grohne, and Mr. Kopetz were shown the building by Mrs. Howe and Mr. Bushee.

Meeting adjourned at five o'clock.

Respectfully submitted,
Mary T. Howe
Mary T. Howe
Secretary