

Regular Meeting of The Library Board

March 31, 1939

Present: Messrs. Shilling, Knuth and Mrs. Garman.
Consent to pass the regular bills was given by Mrs. Evans and Mrs. Buckner.

Minutes of the last meeting were read and approved.

The librarian's report was read, on motion approved and ordered placed on file. On motion, the list of books recommended by the Book committee was ordered purchased.

A communication was read from a Committee for the study of Cost accounting in public libraries. The letter explaining the plan was from William E. Marcus, directing chairman and president of the Board of trustees, Montclair, N.J. public library, which is headquarters. This library has received \$3,500 as a grant-in-aid from the Carnegie Corp. to further the study begun in 1938. In place of using this grant for a detailed study of that library alone, the Committee asked about fifty libraries of comparable size to participate in the study which would cover four months, and require a detailed time record of work by the library staff, and a pro rata share of the expense, as the grant covered only a partial cost of the study for one library.

Mr. Shilling received a similar letter addressed to the Board. The librarian communicated with him and, as far as possible with other members- many were out of the city and others ill- and the general expression was that because of the cost, as well as the time and labor expended, the library did not feel justified in participating in the study at this time.

Bills to the amount of \$2766.73 were approved by the Finance committee and ordered paid. Mr. Knuth acted on the

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List of new books passed.

Committee for this meeting.

On motion, adjourned,

Minnie A. Dill

Secretary.

Librarian's Report for February, 1939

Book Account

	Adult	Juvenile	Total
Total vols. 31 Ja.'39	56012	16135	72147
New books added by purchase	103	122	225
New books added by gift	4	0	4
Magazines bound	1	0	1
Books replaced	7	7	14
Total additions	115	129	244
Books withdrawn	86	55	141
Total vols. 28 Feb.'39	56041	16209	72250

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Ja.'39	12109	3752	773	936	17570
Borrowers registered	294	54	18	28	394
Borrowers cards cancelled	311	77	22	24	434
Cards in force 28 Feb.'39	12092	3729	769	940	17530

Circulation

	Main lib.		Evans br.			Total
	Adult	Child	Adult	Child.	Schools	
Books issued	14413	3394	1452	1656	4890	25805
Largest daily circ. at Main Library-			1510	At Evans br.-		227
Overdue notices sent - - - - -						340
Reserve postals sent - - - - -						221
Pictures loaned - - - - -						614
Telephone calls - - - - -						365

Binding and Repair

Books sent to bindery - - - - -	186
Books repaired in library - - - - -	1368

Classified Report

Book Account

	Main lib.		Evans	E.End	Schools	Total
	Adult	Child	branch	branch		
Total vols. 31 Ja.'39	51645	8562	6379	2406	3155	72147
New books added:						
General works	1	0	3	0	0	4
Religion	1	0	0	0	0	1
Sociology	13	8	1	0	0	22
Science	4	11	4	0	0	19
Useful arts	6	28	6	0	0	40
Fine arts	12	3	3	0	0	18
Literature	13	4	1	0	0	18
History	9	1	4	0	0	14
Travel	3	2	3	0	0	8
Biography	14	8	3	0	0	25
Fiction	15	51	8	0	0	74
Foreign books	1	0	0	0	0	1
Total added	92	116	36	0	0	244
Rent coll.- 27						
Books withdrawn	76	34	29	2	0	141
Total vols. 28 Feb.'39	51661	8644	6386	2404	3155	72250

Classified Report
Circulation

	Adult	Child	Evans branch	Schools	Total
General works	33	0	7	0	40
Philosophy	269	2	14	0	285
Religion	133	23	7	80	243
Sociology	446	54	53	241	794
Fairy tales		261	69	406	736
Language	18	1	0	0	19
Science	247	115	49	206	617
Useful arts	719	140	91	181	1131
Fine arts	693	62	59	69	883
Literature	723	133	79	186	1121
History	512	48	70	258	888
Travel	511	107	61	443	1122
Biography	541	118	52	196	907
Fiction	8861	2297	2291	2624	16073
Magazines	312	33	205	0	550
Foreign books	32	0	1	0	33
Rent coll.	363	0	0	0	363
Total	14413	3394	3108	4890	25805

Finance

RECEIPTS:

Bal. on hand 27 Jan '39 ---	\$10684.72
Fines, damaged & lost bks.	129.97
Non-resident fees -----	8.00
Rent collection -----	18.15
Reserve postals -----	3.88

Total receipts ----- \$10844.72

DISBURSEMENTS:

Salaries -----	\$1643.70
Janitor service -----	195.00
Books -----	415.50
Printing -----	3.60
Binding -----	24.30
Supplies -----	14.77
Repairs & improvements ----	14.31
Light -----	6.01
Heat -----	127.00
Furniture & fixtures -----	7.21
Telephone -----	7.40
Postage, drayage, etc ----	1.50
Miscellaneous -----	12.57
Total disbursements -----	\$2472.87
Bal. on hand 24 Feb. '39----	\$8371.85

Respectfully submitted,

Minnie A. Dill

Librarian.

File after
April

RESOLUTIONS

Mrs. John T. Miller died in her home, Sunday, May 7, 1939. Mrs. Miller was serving her second term as a member of the Board of Trustees of the Decatur Public Library, having been appointed in 1933. During these six years she was a faithful attendant at the regular meetings until her illness in the past few months. The last meeting she attended was in January and even a month or more later she was consulted on library affairs.

Mrs. Miller brought fine intelligence and keen interest to her library tasks, giving special attention to finance and buildings-the committees on which she served.

The Library Board wishes to record its appreciation of Mrs. Miller's services to the Library, and the members individually to express their pleasure in their association with Mrs. Miller, and their sincere regret at her untimely death.

They further desire that these resolutions be spread upon the minutes and that a copy be sent to her husband and son.

Adopted by the Board of Trustees,
Decatur Public Library,
Friday, April 28, 1939.

Radley H.
President
Minnie A. Dill
Secretary
H. Kling