

Board of Trustees

December 20, 1946

The regular meeting of the Board was called to order at 4:10 o'clock.

Members present: Mr. Knuth, presiding, Mr. Imboden and Mr. Nalefski.

The Minutes of the previous meeting were read. A motion was made by Mr. Nalefski and seconded by Mr. Imboden that these be approved.

The Librarian's report for November was read and accepted.

Mr. Knuth authorized that the bills as approved by Mr. Imboden and Mr. Nalefski be paid.

A letter from Dr. Herbert Goldhor, Professor of Library Science at the University of Illinois, was read by the Board. Dr. Goldhor had spent an entire day surveying the Library resources of Decatur, and he spoke of his appreciation for the hospitality extended him by the Library.

The Librarian requested that consideration be given for the purchase of an adding machine which would greatly facilitate the preparation of statistics. Mr. Knuth referred this request to Mr. Nalefski for action.

The Librarian asked the Trustees if they would regard the search for a professional children's librarian premature. She stressed the need for adequate help if she is to re-organize the Library and give the City the type of service it should have and which it undoubtedly desires. She also spoke of the fact that children's librarians are extremely difficult to find and that it will take time to locate one adequate for the program here. The Board suggested that the Librarian begin search for one immediately.

Respectfully submitted,

*Muriel E. Perry*  
Muriel E. Perry  
Secretary

Librarian's Report for November, 1946

Financial Statement

<u>Receipts</u>		<u>Disbursements</u>	
Bal. 1 Nv. '46	27059.13	Staff salaries	2045.38
Fines, lost & dam. bks.	205.71	Janitor salaries	267.50
Non-resident fees	26.00	Books	389.19
Rent collection	14.70	Periodicals	787.15
Other sources	2.06	Microfilms	1192.48
	<u>27307.60</u>	Supplies	83.09
		Light	7.19
		Heat	23.70
		Furniture & fixtures	161.50
		Telephone	11.25
		Postage & drayage	9.37
		Miscellaneous	25.79
			<u>5003.59</u>

Balance in checking account December 1, 1946 - - - \$22304.01

	<u>Circulation</u>		1946	1945	
	<u>Adult</u>	<u>Juvenile</u>			
Main Library	10473	3459	13932	12260	1672 +
Evans Branch	707	1904	2611	2559	
Decatur-Macon County Hsp.	161	14	175	0	
Schools	0	5286	5286	5697	
	<u>11341</u>	<u>10663</u>	<u>22004</u>	<u>20516</u>	1458 +
			<u>1946</u>	<u>1945</u>	
Largest daily circ. - - - - - (Evans Branch - 244) - - - - -			878	766	
Overdue notices mailed - - - - -			623	560	
Reserve Postals mailed - - - - -			88	108	
Pictures loaned - - - - -			1059	976	
Telephone calls - - - - -			544	363	
Volumes used for reference in Main adult dept. - - - - -			1151	892	259 +

	<u>Registration</u>				1946	1945	
	<u>Main Lib.</u>		<u>Evans Br.</u>				
	<u>Adult</u>	<u>Child</u>	<u>Adult</u>	<u>Child</u>			
Borrowers 31 Oc.	10460	3428	510	892	15290	15100	
New Borrowers	344	92	11	30	477	383	
Cancelled	253	155	8	16	432	460	
Borrowers 30 Nv. '46-10551		3365	513	906	15335	15023	312 +

	<u>Book Account</u>		<u>Total</u>		
	<u>Adult</u>	<u>Child</u>	<u>1946</u>	<u>1945</u>	
Total vols. 31 Oc. '46	66313	18241	84554	83789	
Books added-purchase	190	249	439	171	268 +
" " gift	9	0	9	2	
Magazines bound	0	0	0	2	
Books replaced	11	29	40	20	
Total additions	210	278	488	195	
Books withdrawn	0	0	0	0	
Total vols. 30 Nv. '46	66523	18519	85042	83984	

<u>Binding and Mending</u>		1946	1945
Books sent to bindery - - - - -		0	193
Books mended in library - - - - -		777	640

Librarian's Report  
November, 1946

National Book Week with its theme "Books are bridges" was the pivot around which our Library service revolved during November. Miss Pollock and her assistants worked overtime to prepare an extra large number of new juvenile and adult books for circulation. Posters prepared by Mrs. Mann made the book exhibits throughout the building unusually attractive. Mr. Hiser built two beautiful miniature bridges for exhibits in the Main Children's Room and the Evans Branch.

On Friday of Book Week approximately 200 children came to the first story hour of the season at the Evans Branch, and twenty came to the Main Library's Hour the following morning. The Librarian told the stories for both groups. On Friday evening she was the guest of Rabbi and Mrs. Turitz at the special Book Week sermon at the Temple B'Nai Abraham. Also as part of our Book Week activities she visited the first four grades of the Durfee and Gastman Schools.

Small quantities of our booklists were sent to Temple B'Nai Abraham and the First Methodist Church for use in their special exhibits.

In addition to the Story Hour held during Book Week four more were held during the month; two at Main with a total attendance of eighty children and two at Evans Branch with a total attendance of fifty-three. The Story-tellers were Miss Davis and Miss Bloomquist in addition to the Librarian.

The Librarian joined forces with Miss Mary Andrews, Director of the school public relations program, in a National Education Week program broadcast over WSOY when she discussed briefly the history of Book Week.

The League of Women Voters held two discussion meetings in the Library, three Girl Scout troops made tours of the building when the Assistants gave them brief descriptions of library routines, and two kindergarten groups from the Gastman School visited the Children's Room where the Librarian told them stories. One class of thirteen girls from a rural school also visited the Library. Of this group only one child had ever been inside a library or read a library book. The knowledge that children living so close to Decatur are without library advantages can only serve to make us more enthusiastic in our endeavors to share our book wealth with them.

At the request of the League of Women Voters, Miss Kowalsky prepared a bibliography of material for them on local and state government and taxation.

Mr. Langdon of the U.S. Employment Service has asked for our cooperation in helping returned veterans prepare themselves for peacetime work. During November five men came for special assistance which was given by the Librarian and Miss Kowalsky. The services of a full time reader's adviser should be considered in the future for this and other groups seeking informal adult education.

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The Librarian spoke on Children's literature for the First Methodist Church Women's group and on Russia and its place in a modern World for the Parent-Teachers Association Council and again for the Y.W.C.A. Public Relations Committee luncheon. She attended a meeting of civic leaders at St. John's Church when the welfare of Decatur's young people was considered at length and she was a guest of the nurses of Decatur-Macon County Hospital at their annual dinner.

At a Conference of business-men and librarians of Northern Illinois held at the John Crerar Library in Chicago, November 12th, she spoke on Organizing the Library for service to business. It was at this meeting that she was appointed Chairman of the Illinois Steering Committee for Library Service to Business and Industry and that Decatur was asked to be a demonstration city in this field.

Respectfully submitted,

*Muriel E. Perry*  
Muriel E. Perry  
Librarian

MEP/BB