

Regular Meeting of the Library Board

January 27, 1922.

Present: Messrs. Swisher, Hardy, Scott, Shade, and Mrs. Gastman.

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 books recommended by the Book Committee were ordered purchased.

Mr. Swisher presented plans and prices for Branch building. At his request, Mr. Romans had sent in his figures, amounting to \$7987.00. Messrs. Hardy, Swisher and Shade were to go before the City Council to ask permission to go ahead with the building of the Branch; it was then the plan to ask for bids through the newspapers.

Mention was made of the fact that the old tile, taken from the roof of the building, had been sold to the Wabash, in case it was not ~~to~~ used for the Branch.

Shelves for the Patent Office Gazettes were to be ordered at a cost of about \$35.00.

Mr. Swisher was to look after the repairing of the glass floor in the stack.

The Rutledge corner of the Lincoln Memorial Collection was to be dedicated on Sunday, February 12th, with suitable exercises.

A note of thanks was to be sent Mr. Frank Shlaudeman for his gift of the very interesting photographs from Mt. Wilson Solar Observatory.

Miss Ruth McCaughtry, a senior from the U. of I. Library School, would be in our library for the usual month's field-work, beginning February 6th.

Bills to the amount of \$2,467.02 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Secretary.

January 27, 1922.

Librarian's Report for December 1921

| | <u>Book Account</u> | | Branch. | School. | Total. |
|-----------------------------|---------------------|--------|---------|---------|--------|
| | Adult. | Child. | | | |
| Total vols. 30 Nov. 1921 | 35,017 | 5,828 | 1,886 | 2,035 | 44,766 |
| New books added by purchase | 64 | 24 | 12 | | 100 |
| New books added by gift | 30 | | 7 | | 37 |
| Magazines bound | 166 | | 2 | | 168 |
| Books replaced | 25 | 8 | | 1 | 34 |
| Total additions | 285 | 32 | 21 | 1 | 339 |
| Books withdrawn | 284 | 24 | 4 | | 312 |
| Total vols. 31 Dec. 1921 | 35,018 | 5,836 | 1,903 | 2,036 | 44,793 |

| | <u>Registration</u> | | | | Total. |
|-----------------------------|---------------------|--------|---------------|--------|--------|
| | <u>Main Lib.</u> | | <u>Branch</u> | | |
| | Adult. | Child. | Adult. | Child. | |
| Cards in force 30 Nov. 1921 | 7,160 | 3,421 | 146 | 648 | 11,375 |
| Borrowers registered | 195 | 83 | 9 | 9 | 296 |
| Borrower's cards cancelled | 111 | 33 | 3 | 11 | 158 |
| Cards in force 31 Dec. 1921 | 7,244 | 3,471 | 152 | 646 | 11,513 |

| | <u>Main Lib.</u> | | <u>Branch</u> | | School. | Deposit. | Mueller. | Total |
|--------------------------------------------|------------------|--------|---------------|--------|---------------|----------|----------|--------|
| | Adult. | Child. | Adult. | Child. | | | | |
| Books issued | 10,554 | 4,449 | 518 | 703 | 1,999 | 531 | 216 | 18,970 |
| Largest daily circulation at Main library- | 1,207. | | | | At Branch-157 | | | |
| Smallest " " " " | - | | | | 269. | | | |
| Average " " " " | - | | | | 577. | | | |
| Books used in reading and reference rooms | ----- | | | | | | | 1,490 |
| Delinquent postals sent | ----- | | | | | | | 367 |
| Reserve postals sent | ----- | | | | | | | 197 |

| | <u>Binding and Repair</u> |
|---------------------------|---------------------------|
| Books sent to bindery | ----- |
| Books repaired in library | ----- |
| | 0 |
| | 404 |

| | <u>Sunday Opening</u> | | | Total |
|---------------|-----------------------|------|--------------|-----------------|
| Visitors: Men | -- | 135. | Women -- 63. | Children -- 14. |
| | | | | 212 |

| | <u>Classified Report</u> | | | | Total. |
|---------------|--------------------------|--------|---------|---------|--------|
| | <u>Book Account</u> | | Branch. | School. | |
| | Adult. | Child. | | | |
| General works | 11 | | | | 11 |
| Philosophy | 1 | | | | 1 |
| Religion | 1 | | 1 | | 2 |
| Sociology | 102 | 3 | 4 | | 109 |
| Science | 63 | 2 | | | 65 |
| Useful arts | 34 | | 1 | | 35 |
| Fine arts | 2 | 1 | 1 | | 4 |
| Literature | 10 | 2 | 1 | | 13 |
| Travel | 5 | 1 | | | 6 |
| Biography | 8 | 1 | 3 | | 12 |
| History | 7 | 1 | | | 8 |
| Fiction | 41 | 21 | 10 | 1 | 73 |
| Total | 285 | 32 | 21 | 1 | 339 |
| Rental coll. | 1 | | | | 1 |

Librarian's Report for December 1921 --- 2

Classified Report

Circulation

| | Adult. | Child. | Branch. | School. | Stations. | Total. |
|---------------|--------------|-------------|-------------|-------------|------------|--------------|
| General works | 33 | 2 | | | | 35 |
| Philosophy | 92 | 1 | 1 | | 8 | 102 |
| Religion | 112 | 28 | 10 | 19 | 2 | 171 |
| Sociology | 264 | 510 | 90 | 289 | 46 | 1199 |
| Philology | 2 | | 1 | | | 3 |
| Science | 177 | 88 | 22 | 129 | 43 | 459 |
| Useful arts | 318 | 66 | 21 | 46 | 36 | 487 |
| Fine arts | 253 | 68 | 18 | 24 | 16 | 379 |
| Literature | 578 | 288 | 56 | 140 | 54 | 1116 |
| Travel | 173 | 109 | 12 | 173 | 54 | 521 |
| Biography | 317 | 52 | 24 | 63 | 36 | 492 |
| History | 291 | 137 | 31 | 112 | 58 | 629 |
| Fiction | 7414 | 3061 | 918 | 1004 | 391 | 12788 |
| Foreign bks. | 22 | | | | | 22 |
| Magazines | 160 | 39 | 17 | | 3 | 219 |
| Rental coll. | 348 | | | | | 348 |
| Total | 10554 | 4449 | 1221 | 1999 | 747 | 18970 |

Finance

Receipts:

| | |
|---------------------------------------------|------------------|
| Balance due from appropriation 30 Nov. 1921 | -----\$19,563.18 |
| Fees for non-residents | -----23.00 |
| Fines, damages & lost books | -----136.10 |
| Rental coll. | -----18.90 |
| Other sources | -----3.00 |

Total receipts -----\$19,744.18

Expenditures:

| | |
|-------------------------|-----------------|
| Salaries | -----\$1,216.55 |
| Books | -----140.00 |
| Binding | -----150.69 |
| Supplies | -----66.10 |
| Repairs & improvements | -----26.10 |
| Light & heat | -----122.57 |
| Furniture & fixtures | -----31.50 |
| Postage, freight & exp. | -----10.47 |
| Miscellaneous | -----17.90 |

Total expenditures ---\$1,781.88

Balance due from appropriation 31 Dec. 1921 --\$17,962.30

Respectfully submitted,

Alice G. Evans

Librarian.