

Regular Meeting of the Library Board

December 29, 1936

Present: Mr. Knuth, Mrs. Vincent, Mrs. Evans, Mrs. Miller and Mrs. Garman. On motion, Mr. Knuth was made temporary chairman, and signed the checks. The meeting had been postponed until today as Christmas fell on the last Friday of the month.

Minutes of the last meeting were read and approved.

The librarian's report was read, on motion approved, and ordered placed on file.

A letter from the Hanson-Bennett Magazine Agency was read, quoting subscription prices of two magazines suggested for purchase: Education Digest, \$1.85; and Illustriete Zeitung (Leipziger), \$13.50. On motion, the former was to added to our periodical list for 1937.

Letters from a number of pupils of the Garfield school were ^{read} read, telling of their appreciation of the books in their school library.

Mention was made of sickness on the staff, and that Miss McCulloch, the children's librarian, had gone to her home in North Dakota to recuperate, but would return early in January. Mrs. Margaret Hogle Hobbs, former assistant, was substituting.

There was no list of new books, as the long list ordered through the Library Relief Fund would be all that could be handled for some time.

Bills to the amount of \$3,366.85 were approved by the Finance committee and ordered ^{aid} purchased.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for November, 1936

Book Account

	Adult	Juvenile	Total
Total vols. 31 Oct. '36	53328	15275	68603
New books added by purchase	66	54	120
New books added by gift	59	0	59
Magazines bound	75	4	79
Books replaced	154	9	163
Total additions	354	67	421
Books withdrawn	126	109	235
Total vols. 30 Nov. '36	53556	15233	68789

Registration

	Main Lib.		Evans Br.		Total
	Adult	Child	Adult	Child	
Cards in force 31 Oct. '36	12515	3972	950	1138	18575
Borrowers registered	300	134	18	22	474
Borrowers cards cancelled	362	140	35	36	573
Cards in force 30 Nov. '36	12453	3966	933	1124	18476

Circulation

	Main Lib.		Evans Br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	12920	4767	1303	1971	5051	26012
Largest daily circ. at Main Library-	1176		At Evans Br.-			207
Overdue notices sent	-----					427
Reserve postals sent	-----					174
Pictures loaned	-----					871

Binding and Repair

Books sent to bindery	-----	146
Books repaired in library	-----	1612

Classified Report

Book Account

	Main Lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 31 Oct. '36	(49077)	(8291)	5858	2499	2878	68603
New books added:	49073	8295				
General works	22	2	0	0	0	24
Philosophy	7	0	0	0	0	7
Religion	7	0	0	0	0	7
Sociology	36	2	0	0	2	40
Language	2	0	0	0	0	2
Science	20	2	0	0	0	22
Useful arts	22	8	3	0	0	33
Fine arts	27	0	0	0	0	27
Literature	22	1	0	0	0	23
History	8	0	0	0	2	10
Travel	9	0	0	0	2	11
Biography	23	1	1	0	0	25
Fiction	113	44	32	0	1	190
Total added	318	60	36	0	7	421
Rent coll. 5						
Books withdrawn	105	95	20	15	0	235
Total vols. 30 Nov. '36	(49290)	(8256)	5874	2484	2885	68789
	49286	8260				

Classified Report
Circulation

	Main Lib.		Evans branch	Schools	Total
	Adult	Child			
General works	25	2	3	0	30
Philosophy	212	3	6	0	221
Religion	181	37	18	74	310
Sociology	449	81	40	400	970
Fairy Tales	0	330	69	303	702
Language	16	0	1	0	17
Science	233	200	54	255	742
Useful arts	437	148	95	112	792
Fine arts	458	66	56	26	606
Literature	705	360	120	240	1425
History	469	106	67	386	1028
Travel	440	182	68	390	1080
Biography	514	66	25	178	783
Fiction	8209	3109	2513	2687	16518
Magazines	264	77	139	0	480
Foreign books	12	0	0	0	12
Rent coll.	296	0	0	0	296
Total	12920	4767	3274	5051	26012

Finance

RECEIPTS:

Balance on hand 31 Oct. '36	-\$642.83
Fines, damaged & lost books-	99.57
Fees from non-residents ----	15.00
Rent collection -----	14.80
Reserve postals -----	3.32
Sale of old books & magazines	7.31
Amount placed to account:	
Bal. 1935-36 tax levy -----	2300.00

Total receipts ----- \$3082.83

EXPENDITURES:

Salaries -----	\$1548.70
Janitor service -----	170.00
Books -----	312.26
Periodicals -----	466.60
Binding -----	104.76
Supplies -----	123.33
Repairs & improvements ----	8.45
Light -----	5.32
Heat -----	62.70
Furniture & fixtures -----	5.41
Telephone -----	5.65
Postage, drayage, etc. ----	5.52
Miscellaneous -----	20.85
Total expenditures -----	\$2839.55
Balance on hand 27 Nov. '36-	\$243.28

Respectfully submitted,

Minnie A. Dill

Librarian