

Regular Meeting of the Library Board

January 31, 1941

Present: Mr. Knuth, Mrs. Garman, and Miss Riggs.
Mr. Knuth acted as chairman and signed the checks. Consent to pass the regular bills was given by Mr. Shilling, 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 new books recommended by the Book committee was ordered purchased.

Bills to the amount of \$3106.40 were approved by the Finance committee and ordered paid. Mrs. Garman and Miss Riggs acted on the committee for this meeting.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for December, 1940

Book Account

	Adult	Juvenile	Total
Total vols. 30 Nv.'40	58704	16963	75667
New books added by purchase	188	74	262
New books added by gift	2	0	2
Magazines bound	53	2	55
Books replaced	3	23	26
Total additions	246	99	345
Books withdrawn	110	57	167
Total vols. 31 Dec.'40	58840	17005	75845

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 30 Nov.'40	12756	3811	768	916	18251
Borrowers registered	246	46	22	12	326
Borrowers cards cancelled	253	56	8	17	334
Cards in force 31 Dec.'40	12749	3801	782	911	18243

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	11957	2834	1350	1581	2711	20433
Largest daily circ. at Main library-			955	At Evans branch-		187
Overdue notices sent - - - - -						539
Reserve postals sent - - - - -						163
Pictures loaned - - - - -						490
Telephone calls - - - - -						410

Binding and Repair

Books repaired in library - - - - -	1341
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Classified Report

Book Account

	Main lib.		Evans	E.End	Schools	Total
	Adult	Child	branch	branch		
Total vols. 30 Nv.'40	54091	8943	6935	2365	3333	75667
New books added:						
General works	28	1	0	0	0	29
Philosophy	8	0	0	0	0	8
Religion	5	0	0	0	0	5
Sociology	29	5	8	0	0	42
Language	1	0	0	0	0	1
Science	6	3	0	0	0	9
Useful arts	30	10	4	0	0	44
Fine arts	27	2	3	0	0	32
Literature	16	2	1	0	0	19
History	16	7	2	0	0	25
Travel	10	10	0	0	0	20
Biography	14	4	1	0	0	19
Fiction	34	30	28	0	0	92
Total added	224	74	47	0	0	345
Rent coll.- 14						
Books withdrawn Dec.'40	54106	8920	6940	2561	3330	75167
Total vols. 30 Dec.'40	54209	8997	6942	2364	3333	75845

Librarian's Report for December, 1940 --- 2

	Classified Report				Total
	Circulation				
	Main lib.	Child	Evans branch	Schools	
General works	26	2	6	0	34
Philosophy	276	7	5	0	288
Religion	183	29	6	22	240
Sociology	509	50	24	113	696
Fairy tales	0	155	48	201	404
Language	4	0	0	0	4
Science	234	66	66	114	480
Useful arts	657	96	85	112	950
Fine arts	658	44	27	18	747
Literature	675	166	99	128	1068
History	435	33	23	168	659
Travel	321	67	58	223	669
Biography	586	46	34	99	765
Fiction	6673	2054	2267	1513	12507
Magazines	325	19	183	0	527
Foreign books	26	0	0	0	26
Rent coll.	369	0	0	0	369
Total	11957	2834	2931	2711	20433

Volumes used for reference in Main adult dept. 1002

Finance

RECEIPTS:

Bal. on hand 29 Nov. '40----	\$ 338.45
Fines, damaged & lost bks-	121.67
Non-resident fees -----	17.00
Rent collection -----	18.45
Reserve postals -----	2.88
Amount placed to account -	3200.00

Total receipts ----- \$3698.45

DISBURSEMENTS:

Salaries, Staff -----	\$1805.10
Janitor service -----	210.00
Books -----	474.26
Periodicals -----	3.00
Binding -----	138.87
Supplies -----	85.65
Repairs -----	4.52
Light -----	7.73
Heat -----	1116.00
Telephone -----	14.00
Postage, drayage, etc. -	3.01
Insurance -----	55.90
Miscellaneous -----	17.23
Total disbursements ---	\$2935.27
Balance on hand 27De.40-	\$ 763.18

Respectfully submitted,

Minnie A. Dill

Librarian