

Regular Meeting of the Library Board

August 28, 1931

Present: Messrs Hardy, Shade, Allen, Lorenz, Bachman, Mrs. Gastman, Mrs. Vincent, Mrs. Evans and Mrs. Lewis.

Minutes of the last meeting were read and approved.

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

Mr. Hardy, who was reelected president during his absence in the East, acknowledged the honor and named his committees.

On motion, the plastering repair work in the stacks was given to J. J. Swartz, and the bid on painting the walls and varnishing the woodwork in the staff room was given to J. M. Strouse,- both were considerably lower than the other bidders. Mr. Hardy recommended that Mr. Swartz present an estimate on repairing the steel window guards in the basement windows, as these are in bad condition.

Copies of the budget were distributed, discussed and on motion, adopted.

On motion, the new books recommended by the Book committee were ordered purchased.

The librarian reported the plan of the girls to beautify the staff room and make it more comfortable. Each member of the staff was assessed one dollar and a committee was appointed to purchase materials. The furniture was painted red and black, the screens recovered, and new curtains and pillows made of gay cretonne. A visit to the extension room to see the results of this work was made by the Board, at the conclusion of the meeting.

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Bills to the amount of \$3,418.09 were passed by the
Finance committee and ordered paid.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for July, 1931

Book Account

	Adult	Juvenile	Total
Total vols. 30 June 1931	50842	14511	65353
New books added by purchase	37	145	182
New books added by gift	3	0	3
Books replaced	69	275	344
Total additions	109	420	529
Total vols. 31 July 1931	50951	14931	65882

Registration

	Main lib.		Evans br.		E. End br.		Total
	Adult	Child	Adult	Child	Adult	Child	
Cards in force 31 June 1931	11215	3812	902	1304	621	1004	18858
Borrowers registered	219	84	14	24	11	4	356
Borrowers cards cancelled	142	60	7	5	12	8	234
Cards in force 31 July 1931	11292	3836	909	1323	620	1000	18980

Circulation

	Main lib.		Evans br.		E. End br.		Hosp.	Stations			Total
	Adult	Child	Adult	Child	Adult	Child		Cantwell	Oakland	Health Camp	
Books issued	13896	4680	1854	1446	1394	895	103	451	388	92	25570
Largest daily circ. at Main Lib.	- 984		At Evans br.		- 220			At E. End br.			138
Smallest "	"	"	"	"	"	"	68	"	"	"	53
Average "	"	"	"	"	"	"	127	"	"	"	88
Delinquent postals sent	-----										385
Reserve postals sent	-----										180

Binding & Repair

Books repaired in library	-----										1367
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Classified Report

	<u>Books Account</u>						Total
	Adult	Child	Evans branch	E. End branch	Hosp.	Schools	
Total vols. 30 June 1931	46436	8039	5277	2739	270	2592	65353
New books added:							
General works	2	0	0	0	0	0	2
Philosophy	1	0	0	0	0	0	1
Religion	5	0	0	0	0	2	7
Sociology	3	1	0	0	0	45	49
Science	0	1	1	1	0	21	24
Useful arts	2	0	2	0	0	7	11
Fine arts	4	2	0	0	0	0	6
Literature	2	1	1	2	0	24	30
History	3	0	0	0	0	21	24
Travel	4	0	1	0	0	24	29
Biography	7	1	1	1	0	10	20
Fiction	69	24	25	7	0	201	326
Total added	102	30	31	11	0	355	529
Rental coll- 13							
Total vols. 31 July 1931	46538	8069	5308	2750	270	2947	65882

Classified Report
Circulation

	Adult	Child	Evans branch	E.End branch	Hosp.	Stations	Total
General works	41	1	3	0	0	0	45
Philosophy	193	0	2	2	0	0	197
Religion	141	20	22	7	0	1	191
Sociology	227	373	151	42	0	42	835
Philology	8	0	0	0	0	0	8
Science	231	80	27	17	0	7	362
Useful arts	271	50	33	10	0	0	364
Fine arts	265	92	28	28	0	27	440
Literature	494	114	49	26	4	36	723
History	134	38	33	14	0	16	235
Travel	330	92	17	23	0	14	476
Biography	275	45	23	31	0	9	383
Fiction	10793	3726	2739	1963	99	1145	20465
Magazines	107	49	161	126	0	0	443
Foreign books	55	0	12	0	0	5	72
Rental coll.	331	0	0	0	0	0	331
Total	13896	4680	3300	2289	103	1302	25570

Finance

Receipts:

Balance on hand 30 June '31 -	\$413.97
Fees from non-residents -----	13.00
Fines, damaged & lost books -	134.83
Rental coll. -----	16.55
Reserve postals -----	3.62
Interest (My. Je. Jl.) -----	15.66
Amount placed to account @-	3000.00

Total receipts - - - - - \$3,597.63

Balance due from appropriation 31 July, 1931 ----- \$33,000.00

Expenditures:

Salaries -----	\$1,723.70
Janitor service -----	245.00
Books -----	782.87
Periodicals -----	3.00
Binding -----	145.11
Supplies -----	41.72
Repairs -----	15.90
Light -----	52.20
Furniture & fixtures -----	14.90
Rent -----	35.00
Telephone -----	5.00
Postage, freight, express -	4.25
Insurance -----	31.00
Miscellaneous -----	13.03
Total expenditures -----	\$3,112.68
Balance on hand 31 Jl. '31 -	\$484.95

Respectfully submitted,

Minnie A. Dill

Librarian.