

Board of Trustees

November 25, 1949

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

Members present: Mr. Knuth presiding, Mrs. Garman, Mrs. Loewen, Messrs. Blackford, Hull, and Stafford.

The Minutes of the previous meeting were read and approved.

The Librarian's report for October was examined and ordered filed.

The motion was made by Mrs. Loewen, seconded by Mr. Blackford and unanimously passed that bills to the amount of \$1,634.26 be paid.

An election of officers took place. Mr. Stafford's nomination of Mr. Knuth was seconded by Mrs. Loewen. Nominations were declared closed and Mr. Knuth was unanimously elected. The Librarian was re-appointed as Secretary.

It was reported that work on the roof began November 14th. The insulation under the old roofing on the addition had deteriorated to such an extent in some places that portions of it had to be removed and new insulation laid under the new roofing. Mr. Harris had reported that this would cost \$80.00 above Mr. Gates' estimate.

Mr. Hull was asked to report on any progress which had been made in obtaining funds for the renovations. He said that he had examined House Bill 903 and that it looked as though there was nothing in it to prevent the Board from seeking a bond issue. He had discussed this with Carl Weilepp who agreed that apparently there was no legal reason why the City Council could not issue bonds for the Library without a referendum. Also, Mr. Merris agrees that the present levy submitted by the Board to the City Council last May is valid.

Since an average of half the levy is paid to the Library about June, a second installment about September and the final one about January, the Board will probably receive the first of the levy about June 1950.

Several complications, however, must be considered. Can the Board safely contract on what the levy is to be? In the next six weeks we should know if the County Tax Commission has put the full amount in the levy or has limited us to 110% of our 1945 levy. There will also be a hearing for tax objections by the railroads, at which meeting the various city departments will have representatives present to present their views. At this meeting Mr. Hull will protect the Library.

It is suggested that the Board assume we shall receive the \$145,000. of our budget since we seem to be on rather safe grounds.

If the Board decides that the renovations should be undertaken immediately, we can offer the Banks tax anticipation warrants on the \$75,000. Mr. Hull thinks the City Council will anticipate this for us.

It was agreed by the members that Mr. Hull continue his activities with regard to the library's levy.

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The motion was made by Mr. Blackford, seconded by Mrs. Loewen and unanimously passed that the next meeting of the Board be held on the first Friday in January (Jan. 6th)

The Board asked the Librarian to report on progress made in finding librarians for staff vacancies. She said seventeen accredited schools had been contacted and fourteen answers received with no names of applicants given. Our salary scale is too low to attract people to Decatur.

Mrs. Loewen asked that the position of children's librarian be made next in importance to the Assistant Librarian and the salary be set at \$3,400.00. The Librarian explained that such a step would throw the overall picture of library service completely out of focus by emphasizing work with children above that of every other age group; also that such a salary would cause repercussions from other department heads holding positions of similar importance. She said that she could see no solution to the problem under the Library's present income but that she would like the Finance Committee to meet with her to review the entire budget.

Respectfully submitted,

Muriel E. Perry

Muriel E. Perry
Secretary

Librarian's Report
October 1949

Financial Statement

<u>Receipts</u>		<u>Disbursements</u>	
Bal. on hand Oct. 1, '49	\$36337.54	Staff salaries	\$3126.95
Fines, lost & dam. bks.	273.95	Janitor salaries	361.66
Non-resident fees	51.00	Books	653.18
Others sources	4.08	Printing	8.89
	<u>\$36666.57</u>	Supplies	70.00
		Repairs & improvements	3.83
		Light	65.00
		Furniture & fixtures	835.25
		Telephone	23.80
		Postage, drayage & express	1.73
		Bookmobile	26.82
		Miscellaneous	<u>10.76</u>
			\$5187.87

Balance in checking account Nov. 1, 1949 - - - - - \$31478.97

Circulation

	<u>Adult</u>	<u>Juvenile</u>	<u>1949</u>	<u>1948</u>	
Main Library	10169	3305	13474	12608	866 +
Evans Branch	1041	1577	2618	2074	544 +
Bookmobile	2289	2792	5081	2754	2327 +
Decatur & Macon Co. Hosp.	160	0	160	187	
T.B. Sanitorium	<u>327</u>	<u>0</u>	<u>327</u>	<u>221</u>	106 +
	13986	7674	21660	17844	3816 +
			<u>1949</u>	<u>1948</u>	
Largest daily circ. at Main (Evans 161)(Bkmo. 324) . . .			708	776	
Overdue notices mailed . . . 1 1			469	488	
Reserve postals mailed			114	87	
Pictures loaned			597	937	
Telephone calls			621	687	
Reference questions asked			432	*	

Binding and Mending

Books sent to bindery	0	23
Books mended in library	347	453

*No record kept

Librarian's Report

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	Book Stock		Books Withdrawn	Total vols. Oct. 31, 1949
	Total vols. Oct. 1, 1949	Books Added		
<u>Main</u>				
Adult	62625	212	585	62252
Youth	260	11	0	271
Juvenile	10157	96	12	10241
Total	<u>73042</u>	<u>319</u>	<u>597</u>	<u>72764</u>
<u>Evans Branch</u>				
Adult	4967	78	4	5041
Youth	85	3	0	88
Juvenile	4164	39	0	4203
Total	<u>9216</u>	<u>120</u>	<u>4</u>	<u>9332</u>
<u>Extension</u>				
Adult	2369	79	1	2447
Youth	279	4	0	283
Juvenile	2552	41	0	2593
Total	<u>5200</u>	<u>124</u>	<u>1</u>	<u>5323</u>
<u>School collection</u>				
Total	1301	0	0	1301
<u>East End Branch</u>				
Adult	551	0	2	549
Youth	0	0	0	0
Juvenile	570	0	0	570
Total	<u>1121</u>	<u>0</u>	<u>2</u>	<u>1119</u>
Grand Total	89880	563	604	89839

	Registration		
	Adult	Juvenile	Total
<u>Main</u>			
Carried forward	10410	2871	13281
Additions	283 (126)	67 (51)	350 (177)
Cancellations	47	42	89
Total	<u>10646</u>	<u>2896</u>	<u>13542</u>
<u>Evans Branch</u>			
Carried forward	403	753	1156
Additions	10 (3)	32 (30)	42 (33)
Cancellations	3	15	18
Total	<u>410</u>	<u>770</u>	<u>1180</u>
<u>Bookmobile</u>			
Carried forward	462	1199	1661
Additions	22 (4)	52 (51)	74 (55)
Cancellations	0	1	1
Total	<u>484</u>	<u>1250</u>	<u>1734</u>
Grand Total	11540 (133)	4916 (132)	16456 (265)

() - New registrations

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The borrowing of books for home use rose sharply this month as young people settled down to their classes and fall programs were activated. 2,316 more volumes were loaned than were circulated in October 1948. Each department, with the exception of the D. & M.C. Hospital, showed a gain, the Bookmobile as usual taking the lead with an increase of 2,327 volumes.

The Great Books Group which began its meetings in the basement room on October 6th represents one of the most popular activities ever held in the Library. Miss Garrett, who has been supervising the details of organization, reports that the registration limit of forty members was reached several days before the first meeting.

The project, which is co-sponsored by the American Association of University Women and the Library, has for its leaders Miss Gertrude Hill, formerly of the High School faculty and Mrs. Glenn England. The group held its second meeting on October 20th.

Mrs. Horace Garman was active in the October 20th meeting of the Trustees Section of I.L.A. which met in the Bismarck Hotel in Chicago. Mrs. Garman addressed the group on the attitudes of a trustee toward his library.

A movement to have a Young Adult Room in the Main Library was launched by two classes at the Roosevelt Junior High School. Six representatives of Miss Ross' and Miss Gerhart's classes met with the Librarian and Miss Wolfe on October 26th (after a previous meeting in September) and laid initial plans for raising funds to create and equip a room for teenagers. Miss Ross and Miss Gerhart held several conferences with the Librarian regarding the project.

Exhibits this month included a traveling one on interior decorating loaned us by the Chicago Tribune and one by the local Barn Colony.

A modern catalog was set up in the Boys and Girls Room and an addition made to the one at Evans Branch making all our public catalogs modern.

Miss Vancil visited individual classrooms in Gastman and Roach Schools inviting the children to the Story Hour each Thursday evening. Thirty-nine came to the first hour on October 27th. Miss Vancil also spoke on "The Technique of story telling" for the Association of Childhood Education at the French School. After her talk she gave a demonstration of story telling with third and fourth^fgrade pupils.

One high school class came to the library for research work, and one group meeting in addition to the Great Books Group was held in the building.

The Librarian was present at two group meetings and Miss Wolfe at one.

Respectfully submitted,

Muriel E. Perry
Muriel E. Perry
Librarian