

Decatur Public Library

DECATUR, ILLINOIS



MURIEL C. PECK,
LIBRARIAN

Minutes of the Meeting
Board of Trustees
January 24, 1958

Mrs. Dwight Ridgley, president called the meeting to order at four o'clock. Those present were Mrs. Ridgley, Mr. Burgess, Mr. Felts, Mr. Gore, Mrs. Moothart, Mr. Schroeder, Mrs. Howe, and Mr. Albright, a reporter for the newspaper.

A tour of the building preceded the meeting. Mrs. Moothart, Mr. Gore, and Mrs. Ridgley took the tour and enjoyed an informal coffee hour in the newly renovated staff room.

The minutes of the meeting held December 6, 1957 were approved as received by mail.

Mrs. Moothart presented the December and January bills for payment. The December bills were:

Staff salaries	\$10,773.46
Janitor's salaries	707.61
General operating expenses	11,071.74
Total	\$22,552.81
Balance in checking account	35,876.66

The January bills were:

Staff salaries	\$10,946.22
Janitor's salaries	713.82
General operating expenses	8,575.23
	\$20,235.27
Balance in checking account	16,103.08

Mr. Felts moved the bills be paid and Mr. Gore seconded the motion. All present voted aye. Motion was carried.

General consent was given for the purchase of a small television set on display. This set was used for preparing staff television shows.

National Library Week was discussed. Mr. Schroeder moved the librarian find a suitable speaker for the week, for a fee of no more than \$500. It was suggested that Emily Kimbrough might be available for March 19th. There will be other activities during that week of March 16-22. Mr. Gore seconded the motion to secure a speaker. All present voted aye. Motion was carried.

Mr. Schroeder made the report for the Buildings and Grounds Committee which was that the Standard Oil Building was not available.

Meeting adjourned at 5:50 P.M.

Respectfully submitted

Mary T. Howe
Secretary

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DECATUR PUBLIC LIBRARY
BILLS PRESENTED FOR PAYMENT
JANUARY, 1958

	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>BOOKS:</u>			
American Book Prices Current	\$ 15.00		
*R. R. Bowker Company	40.50		
Campgrounds Unlimited	1.95		
*The Combined Book Exhibit, Inc.	3,411.34		
The Conde Nast Publications, Inc.	18.65		
Doubleday & Company, Inc.	100.24		
*Drawer Account	12.90		
Educators Progress Service	5.75		
Hacker Art Books	33.50		
*Haines and Essick Company	52.32		
Hoppy Taw Corporation	9.60		
The Macmillan Company, Publishers	2.33		
A. C. McClurg & Co.	220.71		
McNaughton Libraries, Inc.	192.84		
New Method Book Bindery, Inc.	559.24		
The Scarecrow Press, Inc.	181.80		
The Western News Company	<u>355.11</u>		
			\$ 5,213.78
<u>PERIODICALS:</u>			
*R. R. Bowker Company	\$ 54.00		
*Drawer Account	<u>1.53</u>		
			55.53
<u>AUDIO-VISUAL:</u>			
Decatur Herald and Review	\$ 40.45		
*Drawer Account	10.85		
Pfile's Camera Shop	2.20		
Sound Sales Co.	<u>18.48</u>		
			71.98
<u>BINDING:</u>			
Stappenbeck Bookbindery, Inc.	\$ <u>401.71</u>		
			401.71
<u>OFFICE SUPPLIES:</u>			
Bro-Dart Industries	\$ 14.60		
*Gaylord Bros., Inc.	17.30		
*Haines and Essick Company	.98		
Linxweiler Office Supply Co., Inc.	<u>16.47</u>		
			49.35
<u>BUILDING SUPPLIES:</u>			
Black & Company	\$ 20.45		
George Edw. Day Sons	7.00		
*Drawer Account	.88		
Heise Electric Service	3.38		
The Westervelt Paper Co., Inc.	<u>17.81</u>		
			49.52
<u>REPAIRS:</u>			
Decatur Refrigeration Co.	\$ 21.00		
*Krigbaum Electric Company	<u>91.75</u>		
			112.75
<u>HEAT:</u>			
Standard Oil Company	\$ <u>50.53</u>		
			50.53

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BILLS PRESENTED FOR PAYMENT - JANUARY, 1958

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	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>EQUIPMENT:</u>			
*Gaylord Bros., Inc.	\$ 50.00		
*Krigbaum Electric Company	31.89		
Remington Rand	<u>901.65</u>		\$ 983.54
<u>TELEPHONE:</u>			
Illinois Bell Telephone Co.	\$ <u>119.40</u>		119.40
<u>POSTAGE:</u>			
Books	\$ 2.62		
*The Combined Book Exhibit, Inc.	92.79		
*Drawer Account	4.19		
Postmaster, City of Decatur, Ill.	52.75		
Superintendent of Documents	<u>31.00</u>		183.35
<u>TRAVEL</u>			
*Drawer Account - Staff	\$.15		
Mrs. W. E. Houck - Staff	12.80		
Mr. Emery H. Ward	<u>7.76</u>		20.71
<u>BOOKMOBILES:</u>			
Bowers Implement Company	\$ 72.25		
Consumers Service Stations	15.28		
*Drawer Account	1.39		
Glatz Truck Service	<u>352.28</u>		441.20
<u>MISCELLANEOUS:</u>			
Otto Dash Disposal	\$ 2.75		
Division of Boiler Inspection	2.00		
*Drawer Account	23.00		
Western Union Telegraph Co.	<u>4.50</u>		32.25
<u>SPECIAL PROJECTS - STAFF ROOM:</u>			
Brinkoetter Tiling Co.	\$ 39.07		
Hunter-Pogue Lumber Co.	24.44		
JaGer's	16.63		
Wm. T. O'Dell Cabinet Shop	377.00		
H. C. Traugher	<u>332.49</u>		789.63
Total Operational Expenses			\$ 8,575.23
<u>SALARIES:</u>			
Staff	\$ 10,946.22		
Janitor	<u>713.82</u>		11,660.04
Total Bills Presented for Payment			\$ <u>20,235.27</u>
Balance in checking account after above bills are paid			\$ <u>16,103.08</u>
Presented for payment _____			
Authorized for payment _____			

FINANCE COMMITTEE

*The separate amounts under each heading are not necessarily the amounts of the checks.

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DECATUR, ILLINOIS



Minutes of the Meeting Board of Trustees January 24, 1958

Mrs. Dwight Ridgley, president, called the meeting to order at four o'clock. Those present were Mrs. Ridgley, Mr. Burgess, Mr. Felts, Mr. Gore, Mrs. Mootnart, Mr. Schroeder, Mrs. Howe, and Mr. Albright, a reporter for the newspaper.

A tour of the building preceded the meeting. Mrs. Mootnart, Mr. Gore, and Mrs. Ridgley took the tour and enjoyed an informal coffee hour in the newly renovated staff room.

The minutes of the meeting held December 6, 1957 were approved as received by mail.

Mrs. Mootnart presented the December and January bills for payment. The December bills were:

Staff salaries	\$10,773.46
Janitor's salaries	107.61
General operating expenses	11,011.74
Total	\$21,892.81
Balance in checking account	35,866.66

The January bills were:

Staff salaries	\$10,044.22
Janitor's salaries	213.82
General operating expenses	9,375.23
Total	\$20,233.27
Balance in checking account	16,103.08

Mr. Felts moved the bills be paid and Mr. Gore seconded the motion. All present voted aye. Motion was carried.

General consent was given for the purchase of a small television set on display. This set was used for preparing staff television shows.

National Library Week was discussed. Mr. Schroeder moved the librarian find a suitable speaker for the week, for a fee of no more than \$500. It was suggested that Emily Kimbrough might be available for March 19th. There will be other activities during that week of March 16-22. Mr. Gore seconded the motion to secure a speaker. All present voted aye. Motion was carried.

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