

Regular Meeting of the Library Board

February 24, 1922.

Present: Messrs. Hardy, Shade, Lorenz, Mrs. Fitzpatrick and Mrs. Gastman.

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 books recommended by the Book Committee were ordered purchased.

Mr. Shade reported on the meeting of a committee from the Board, - Messrs. Hardy, Swisher and Shade- with the City Council, in relation to the Branch building. The Council assured the Board that the north end of the lot on which the fire-house is located, at the corner of Jasper & Locust Streets, could be used for proposed Branch building. The Mayor said he would be glad to see a library in that section, and Commissioner Montgomery reported that there would be a balance of \$9,000.00 in the library fund with which to start the building, but no help could be expected from other funds.

In discussion of the heating of the Branch from the fire-house the Mayor asserted that no part of the expense of installing a larger plant in the fire-house could be taken from that fund; if a larger heating plant is needed, the library must put it there.

The City would let the library have old paving brick for foundation, - the library paying for the hauling.

Mr. Hardy proposed that the library proceed to advertise for bids and read the following resolution:

Whereas it appears that loss of circulation, inconvenience to the public, lack of needed facilities and endangerment to the health of the library staff have resulted from the removal of the

library branch, commonly known as the Durfee branch, from the Durfee school, and

Whereas, it appears that this work has reached a size and importance where it demands a permanent home, and the establishment of which is in accord with the extension policy of the Decatur Public Library, and

Whereas, it appears that the library will have at the close of the present fiscal year a sum of between \$8,500 and \$9,000, appropriated in the budgets for building purposes, therefore

Be it resolved that the library board do proceed to advertise for bids for a branch library building to be situated on the municipal property at the corner of Jasper and Locust streets, such building to be constructed as nearly as possible in accordance with the plans and specifications furnished by S. A. Clausen, the contract for building to be awarded the lowest bidder, provided the total bid does not exceed \$8,000 without heating plant or \$9,000 with heating plentifully installed in accordance with the specifications, it being understood that the library board reserves the right to reject any and all bids.

Be it resolved further that the contractor to whom the contract is awarded shall give a ^{suitable} bond for the correct and faithful completion of the work.

On motion the resolution was adopted, and Mr. Swisher, Mr. Samuels, and Mr. Clausen were to draw up the advertisements for bids.

Bills to the amount of \$2,187.07 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Minnie A. Dill
Acting-Secretary.

February 24, 1922.

Librarian's Report for January 1922

	<u>Book Account</u>		Branch.	School.	Total.
	Adult.	Child.			
Total vols. 31 Dec. 1921	35,018	5,836	1,903	2,036	44,793
New books added by purchase	138	37	27	7	209
New books added by gift	27	1			28
Books replaced	12	9	1	1	23
Total additions	177	47	28	8	260
Total vols. 31 Jan. 1922	35,195	5,883	1,931	2,044	45,053

	<u>Registration</u>				Total.
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force 31 Dec. 1921	7,244	3,471	152	646	11,513
Borrowers registered	237	61	8	11	317
Borrower's cards cancelled	148	64	8	23	243
Cards in force 31 Jan. 1922	7,333	3,468	152	634	11,587

	<u>Circulation</u>						Total.		
	<u>Main Lib.</u>		<u>Branch</u>		School.	Deposit.			
	Adult.	Child.	Adult.	Child.					
Books issued	12,642	4,463	686	931	3,114	717	307	331	23,191
Largest daily circulation at Main library-					1,305.	At Branch-		178	
Smallest " " " " " "					469.	" "		46	
Average " " " " " "					785.	" "		95	
Books used in reading and reference rooms	-----							1,472	
Delinquent postals sent	-----							360	
Reserve postals sent	-----							217	

<u>Binding and Repair</u>		
Books sent to bindery	-----	177
Books repaired in library	-----	599

<u>Sunday Opening</u>					
Visitors: Men --	161.	Women --	84. Children --	20. Total -	265

<u>Classified Report</u>					Total
<u>Book Account</u>					
	Adult.	Child.	Branch.	School.	
General works	4	1			5
Philosophy	1				1
Religion	1	1			2
Sociology	36	7	2		45
Philology	2		1		3
Science	10	5	1	6	22
Useful arts	22	2			24
Fine arts	2		1		5
Literature	14	1	3		18
Travel	3	2		1	6
Biography	13	3			16
History	6		1		7
Fiction	63	23	19	1	106
Total	177	47	28	8	260
Rental coll.	11				11

Librarian's Report for January 1922 --- 2

Classified Report

Circulation

	Adult.	Child.	Branch.	School.	Stations.	Total.
General works	27	10	6			43
Philosophy	115	1	1		10	127
Religion	116	26	9	64	3	218
Sociology	307	515	151	452	56	1481
Philology	13					13
Science	199	110	29	192	58	588
Useful arts	442	85	40	59	67	693
Fine arts	357	61	14	62	24	518
Literature	826	170	50	233	65	1344
Travel	191	139	43	255	71	699
Biography	302	107	27	65	27	528
History	242	116	32	165	37	592
Fiction	9007	3108	1182	1567	917	15781
Foreign bks.	22					22
Magazines	85	15	33		20	153
Rental coll.	391					391
Total	12642	4463	1617	3114	1355	23191

Finance

Receipts:

Balance due from appropriation 31 Dec. 1921	\$17,962.30
Fees for non-residents	17.00
Fines, damages & lost books	111.46
Rental coll.	17.40
Other sources	3.14

Total receipts ----- \$18,111.30

Expenditures:

Salaries	\$1,259.00
Books	400.73
Periodicals	7.00
Binding	64.00
Supplies	32.58
Repairs & improvements	232.75
Light & heat	133.83
Furniture & fixtures	261.28
Postage, freight & express	7.23
Miscellaneous	68.62
Total expenditures	\$2,467.02
Balance due from appropriation 31 Jan. 1922	\$15,644.28

Respectfully submitted,

Librarian.