

DECATUR PUBLIC LIBRARY
Decatur, Illinois

Minutes of the Meeting
Board of Trustees

March 28, 1958

The regular monthly meeting of the Trustees was held in the Board Room at the Public Library, March 28, 1958 at 4:10 PM.

Mrs. Bailey moved that Mr. Rollins chair the meeting in the absence of Mrs. Ridgley, president who was ill and the absence of Mr. Schroeder. Mr. Madden seconded the motion. Those present were: Mr. Rollins, Mr. Madden, Mr. Felts, Mr. Burgess, Mrs. Moothart, Mrs. Bailey, and Mrs. Howe.

The minutes received by mail were amended and then approved as amended. Mrs. Bailey presented the report of the Finance Committee and the bills for March 1958. The March bills were:

Staff salaries.....	\$11,208.04
Janitors salaries.....	714.51
General Operating	
expenses.....	4,706.62
Total	<u>\$16,629.17</u>
Balance in checking	
account.....	8,595.54

These were accepted as presented.

It was announced that a Trustees Workshop would be held in the Decatur Club Tuesday evening April 8th at 6 o'clock.

The Buildings and Grounds Committee will meet with Mr. Smallwood and Mr. Sweetnam from the First Federal Savings, on Thursday at 4 PM to discuss the retaining wall between the properties.

Services to the County were discussed and the matter referred to Mrs. Howe to investigate the real need based on the request.

The Librarian made the report on services, noting that a small gain was made by the whole library but a loss was made in Main Library book circulation. The large gain in Extension division compensated for this loss.

The Art exhibitions were discussed and everyone invited to attend the next opening which would be for Bill Woodward, on April 28th at 8 O'clock.

The meeting was adjourned at 4:55 PM.

Respectfully submitted,

Mary T. Howe
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Secretary

BILLS PRESENTED FOR PAYMENT
 DECATUR PUBLIC LIBRARY
 MARCH, 1958

Appelt

	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>BOOKS:</u>			
American Library Association	\$ 2.48		
N. W. Ayer & Son, Inc.	30.00		
T. Roger Blythe	5.00		
Doubleday & Company	218.60		
*Haines & Essick Company	26.64		
*Illinois Bell Telephone Company	42.75		
International Telephone Directory	20.00		
A. C. McClurg & Co.	652.08		
New Method Book Bindery, Inc.	442.45		
Pannonia Publishing Company	6.40		
The Scarecrow Press, Inc.	3.60		
The Scofield Company	55.60		
Robert Speller & Sons, Publishers	3.60		
Theatre Arts	13.50		
			\$ 1,522.70
<u>PERIODICALS:</u>			
*Drawer Account	\$ 2.87		\$ 2.87
<u>AUDIO-VISUAL:</u>			
Decatur Herald and Review	\$ 38.38		
United World Films, Inc.	51.69		
			\$ 90.07
<u>PRINTING:</u>			
Industrial Printing, Inc.	\$ 41.70		
Library Products, Inc.	8.60		
			\$ 50.30
<u>BINDING:</u>			
Stappenbeck Bookbindery, Inc.	\$ 324.18		\$ 324.18
<u>OFFICE SUPPLIES:</u>			
*Drawer Account	\$.52		
Gaylord Bros., Inc.	127.30		
*Haines & Essick Company	9.76		
Linxweiler Office Supply Co., Inc.	5.65		
Paxton's Service Press	2.31		
William A. Wait	2.55		
			\$ 148.09
<u>BUILDING SUPPLIES:</u>			
*Black & Company	\$ 5.93		
George Edw. Day Sons	16.43		
*Drawer Account	.88		
*Frank Hubbard Electric Co.	4.21		
Hunter-Pogue Lumber Co.	16.00		
Remington Rand	25.01		
			\$ 68.46
<u>REPAIRS:</u>			
The Burdick Plumbing & Heating Co.	\$ 18.63		
Frank Hubbard Electric Co.	11.60		
H. C. Traugher	81.25		
			\$ 111.48
<u>LIGHT:</u>			
William H. Owens, Comptroller	\$1,272.29		\$ 1,272.29
<u>HEAT:</u>			
Standard Oil Company	\$ 91.92		\$ 91.92

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	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>TELEPHONE:</u>			
*Illinois Bell Telephone Company	\$ 112.85		\$ 112.85
<u>POSTAGE:</u>			
Audio-Visual	\$.53		
Books	.07		
*Drawer Account	3.35		
Postmaster, City of Decatur, Illinois	41.35		
Printing	.44		
			\$ 45.74
<u>TRAVEL:</u>			
*Drawer Account-Staff	\$ 5.92		
Yellow Cab Co.	.75		
			\$ 6.67
<u>INSURANCE:</u>			
Bennett & Shade Company	\$ 41.65		
The Irish Insurance Agency	22.38		
J. D. Johnson & Son, Inc.	20.82		
Swarm Insurance Agency	44.77		
			\$ 129.62
<u>BOOKMOBILES:</u>			
Bowers Implement Company	\$ 60.00		
Consumers Service Stations	13.80		
Glatz Truck Service	15.30		
Kilborn's	5.50		
			\$ 94.60
<u>MISCELLANEOUS:</u>			
Otto Dash Disposal	\$ 2.75		
Decatur Public Schools	30.00		
*Drawer Account	15.43		
W. Colston Leigh, Inc.	500.00		
Librarian's Expense Account	45.00		
Svendsen Florist	25.60		
			\$ 618.78
<u>SPECIAL PROJECTS - EVANS:</u>			
Linn & Scruggs Co.	\$ 16.00		
			\$ 16.00
Total Operational Projects			\$4,706.62
<u>SALARIES:</u>			
Staff	\$11,208.04		
Janitors	714.51		
			\$11,922.55
Total Bills Presented for Payment			<u>\$16,629.17</u>
Balance in checking account after above bills are paid			<u>\$ 8,068.91</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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