

Regular Meeting of the Library Board

October 29, 1937

Present: Mr. Knuth and Mrs. Evans. Mr. Knuth acted as chairman.

As there was not a quorum the minutes and librarian's report were omitted.

With the consent of Mr. Shilling, Mrs. Garman and Mrs. Buckner, who were unable to be present, the regular business went through.

On motion, the Hanson-Bennett Magazine Agency, Chicago, was given the subscription for furnishing the periodicals for 1938, and the bill for \$498.50 ordered paid.

Announcement was made of the annual conference of the Illinois Library Association to be held in Chicago, at the Palmer House, November 3-5, and members were urged to attend, at least on Thursday Nov. 4, when the Trustees have a luncheon and a meeting. Letters regarding this were distributed; also copies of the pamphlet "Statistics of Illinois libraries, 1936".

Bills to the amount of \$2647.60 were approved by the Finance Committee- Mrs. Evans acted on the committee at this meeting. Mrs. Garman had signed the vouchers in the morning. Mr. Borchers arrived after the meeting was adjourned and gave his approval to the passage of all bills. Mr. Knuth, as president pro tem, signed the checks.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for September, 1937

Book Account

| | Adult | Juvenile | Total |
|-----------------------------|-------|----------|-------|
| Total vols. 31 Aug. '37 | 53914 | 14957 | 68871 |
| New books added by purchase | 123 | 112 | 235 |
| New books added by gift | 85 | 0 | 85 |
| Magazines bound | 3 | 0 | 3 |
| Books replaced | 9 | 239 | 248 |
| Total additions | 220 | 351 | 571 |
| Books withdrawn | 91 | 73 | 164 |
| Total vols. 30 Sept. '37 | 54043 | 15235 | 69278 |

Registration

| | Main lib. | | Evans br. | | Total |
|-----------------------------|-----------|-------|-----------|-------|-------|
| | Adult | Child | Adult | Child | |
| Cards in force 31 Aug. '37 | 12222 | 3861 | 878 | 1093 | 18054 |
| Borrowers registered | 231 | 62 | 22 | 29 | 344 |
| Borrowers cards cancelled | 247 | 64 | 22 | 33 | 366 |
| Cards in force 30 Sept. '37 | 12206 | 3859 | 878 | 1089 | 18032 |

Circulation

| | Main lib. | | Evans br. | | Stations | Total |
|--------------------------------------|-----------|-------|---------------|-------|----------|-------|
| | Adult | Child | Adult | Child | | |
| Books issued | 10911 | 2492 | 1108 | 1283 | 544 | 15794 |
| Largest daily circ. at Main library- | 912 | | At Evans br.- | | | 176 |
| Overdue notices sent - - - - - | | | | | | 215 |
| Reserve postals sent - - - - - | | | | | | 103 |
| Pictures loaned - - - - - | | | | | | 652 |

Binding and Repair

| | | | | | | |
|-------------------------------------|--|--|--|--|--|-----|
| Books sent to bindery - - - - - | | | | | | 177 |
| Books repaired in library - - - - - | | | | | | 590 |

Classified Report
Book Account

| | Main lib. | | Evans branch | E. End branch | Schools | Total |
|------------------------|-----------|-------|--------------|---------------|---------|-------|
| | Adult | Child | | | | |
| Total vols. 31 Ag. '37 | 49680 | 8170 | 6026 | 2429 | 2566 | 68871 |
| New books added: | | | | | | |
| General works | 4 | 0 | 0 | 0 | 0 | 4 |
| Philosophy | 4 | 0 | 0 | 0 | 0 | 4 |
| Religion | 17 | 0 | 0 | 0 | 1 | 18 |
| Sociology | 22 | 1 | 0 | 0 | 47 | 70 |
| Language | 1 | 0 | 0 | 0 | 0 | 1 |
| Science | 6 | 0 | 0 | 0 | 15 | 21 |
| Useful arts | 14 | 1 | 1 | 0 | 10 | 26 |
| Finer arts | 8 | 1 | 0 | 0 | 0 | 9 |
| Literature | 4 | 0 | 0 | 0 | 7 | 11 |
| History | 24 | 0 | 0 | 0 | 26 | 50 |
| Travel | 9 | 1 | 0 | 0 | 60 | 70 |
| Biography | 9 | 0 | 0 | 0 | 10 | 19 |
| Fiction | 64 | 1 | 0 | 0 | 170 | 235 |
| Foreign books | 33 | 0 | 0 | 0 | 0 | 33 |
| Total added | 219 | 5 | 1 | 0 | 346 | 571 |
| Rent coll.- 19 | | | | | | |
| Books withdrawn | 87 | 66 | 6 | 3 | 2 | 164 |
| Total vols. 30 Sp. '37 | 49812 | 8109 | 6021 | 2426 | 2910 | 69278 |

Classified Report
Circulation

| | Main lib. | | Evans branch | Total |
|---------------|-----------|-------|-----------------|-------|
| | Adult | Child | | |
| General works | 38 | 11 | 3 | 42 |
| Philosophy | 225 | 3 | 4 | 232 |
| Religion | 123 | 10 | 4 | 137 |
| Sociology | 337 | 31 | 33 | 401 |
| Fairy tales | | 200 | 66 | 266 |
| Language | 20 | 0 | 0 | 20 |
| Science | 183 | 76 | 22 | 281 |
| Useful arts | 434 | 74 | 59 | 567 |
| Fine arts | 495 | 48 | 44 | 587 |
| Literature | 566 | 83 | 52 | 701 |
| History | 382 | 87 | 31 | 500 |
| Travel | 353 | 62 | 26 | 441 |
| Biography | 311 | 31 | 11 | 353 |
| Fiction | 6833 | 1736 | 1874 | 10443 |
| Magazines | 277 | 50 | 162 | 489 |
| Foreign books | 32 | 0 | 0 | 32 |
| Rent coll | 302 | 0 | 0 | 302 |
| Total | 10911 | 2492 | 2391 | 15794 |

Finance

RECEIPTS:

| | |
|-----------------------------|----------|
| Balance on hand 27 Ag.'37- | \$257.41 |
| Fines, damaged and lost bks | 70.18 |
| Fees from non-residents -- | 7.00 |
| Rent collection ----- | 15.10 |
| Reserve postals ----- | 2.72 |
| Amount placed to account - | 2000.00 |

Total receipts ----- \$2352.41

EXPENDITURES:

| | |
|-----------------------------|-----------|
| Salaries ----- | \$1627.48 |
| Janitor service ----- | 180.00 |
| Books ----- | 160.27 |
| Binding ----- | 5.00 |
| Supplies ----- | 32.56 |
| Repairs & improvements ---- | 3.47 |
| Light ----- | 3.66 |
| Furniture & fixtures ----- | 78.75 |
| Telephone ----- | 6.20 |
| Postage, drayage, etc ---- | 4.52 |
| Miscellaneous ----- | 16.08 |
| Total expenditure ----- | \$2117.99 |
| Bal. on hand 24 Sept.'38--- | \$ 234.42 |

Respectfully submitted,

Minnie A. Dill

Librarian.

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