

Regular Meeting of the Library Board

April 24, 1942

Present: Messrs. Knuth, Imboden, Borchers, Mrs. Evans, and Miss Riggs.

Minutes of the last meeting were read and approved.

The librarian's report was read, on motion approved and ordered placed on file.

Unfinished business- Charles Graybill's bid for painting walls and varnishing woodwork at Evans branch was presented and discussed. The total amount was \$504.80. In order to keep under \$500,- for which advertised bids would be necessary,- the amount was divided. On motion of Mr. Borchers, seconded by Mr. Imboden the bid for \$499 was passed. If the two extra rooms in the basement were to be included, the price should not exceed \$90. This passed on motion of Mr. Borchers, seconded by Mrs. Evans. In addition to this improvement, the furnace was to be repaired.

On motion of Mrs. Evans, seconded by Mr. Imboden, \$1184.02, received this year in back taxes, was to be transferred to the Special building account in the savings department. Passed on roll call. With this additional amount the total in the savings department would be \$7,030. On motion of Mr. Imboden, seconded by Mrs. Evans \$7,000 was to be placed in War bonds, Series F, as explained by Mr. Imboden. Passed on roll call.

The library budget for 1942-43 was submitted and discussed. On motion of Mrs. Evans, seconded by Mr. Borchers, the budget was adopted as presented, on roll call. The secretary was instructed to inform the City Council that the Library Board requested the maximum tax levy of one and two-tenths mills on the dollar for regular library operating expenses for next year.

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On motion, the list of new books recommended by the Book committee was ordered purchased.

It was mentioned that there would be no regular May meeting. On motion, the annual meeting was to be May 13 at the usual time.

Bills to the amount of \$4,482.78 were approved by the Finance committee and ordered paid. Mr. Borchers acted on the committee for this meeting.

On motion, adjourned.

Minnie A Dill

Secretary.

Librarian's Report for March, 1942

Book Account

	Adult	Juvenile	Total
Total vols. 28 Fb. '42	60574	17034	77608
New books added by purchase	122	74	196
New books added by gift	24	2	26
Magazines bound	2	0	2
Books replaced	34	3	37
Total additions	182	79	261
Total vols. 31 Mr. '42	60756	17113	77869

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 28 Fb. '42	12888	3696	757	865	18206
Borrowers registered	318	61	13	16	408
Borrowers cards cancelled	306	72	30	16	424
Cards in force 31 Mr. '42	12900	3685	740	865	18190

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	12718	3075	1611	1276	4442	23122
Largest daily circ. at Main Library -	1011		At Evans branch-			207
Overdue notices sent - - - - -						407
Reserve postals sent - - - - -						179
Pictures loaned - - - - -						1486
Telephone calls - - - - -						425

Binding and Repair

Books repaired in library - - - - -	1300
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Classified Report

Book Account

	Adult	Child	Evans branch	E. End branch	Schools	Total
Total vols. 28 F. '42	55816	8773	7181	2351	3487	77608
New books added:						
General works	29	2	0	0	0	31
Philosophy	2	0	0	0	0	2
Religion	4	1	0	0	0	5
Sociology	31	6	1	0	2	40
Language	1	0	0	0	0	1
Science	1	3	0	0	0	4
Useful arts	18	5	0	0	0	23
Fine arts	6	0	0	0	0	6
Literature	12	1	2	0	0	15
History	21	3	0	0	0	24
Travel	26	24	1	0	0	11
Biography	12	10	2	0	0	24
Fiction	28	26	16	0	0	70
Foreign bks.	5	0	0	0	0	5
Total added	176	61	22	0	2	261
Rent coll. - 5						
Total vols. 31 Mr. '42	55992	8834	7203	2351	3489	77869

Classified Report
Circulation

	Main lib.		Evans branch	Schools	Total
	Adult	Child			
General works	26	2	0	0	28
Philosophy	228	4	0	0	232
Religion	184	11	4	25	224
Sociology	568	94	21	122	805
Fairy tales		108	54	295	457
Language	17	0	0	0	17
Science	292	112	72	223	699
Useful arts	913	158	100	147	1318
Fine arts	685	69	26	65	845
Literature	622	96	83	262	1063
History	594	95	62	282	1033
Travel	431	187	98	233	949
Biography	545	109	70	121	845
Fiction	6819	1993	1887	2667	13366
Magazines	378	37	410	0	825
Foreign books	15	0	0	0	15
Rent. coll.	401	0	0	0	401
Total	12718	3075	2887	4442	23122

Volumes used for reference in Main Adult dept - - - - - 1360

Finance

RECEIPTS:

Bal. on hand 2 Mr. '42 -----	\$11601.52
Fines, damaged & lost bks. -	132.94
Non-resident fees -----	16.00
Rent collection -----	20.05
Reserve postals -----	3.74

Total receipts ----- \$11774.25

DISBURSEMENTS:

Salaries -----	\$1806.20
Janitor service -----	225.00
Books -----	350.76
Periodicals -----	10.00
Binding -----	5.50
Supplies -----	87.14
Light -----	5.69
Heat -----	191.90
Furniture & fixtures ----	7.29
Telephone -----	15.85
Postage, drayage, etc ---	4.50
Miscellaneous -----	6.42
Total disbursements ----	\$2716.25
Bal. on hand 1 Ap. '42 ----	\$9058.00

Respectfully submitted,

Minnie A. Dill

Librarian.