

Trustees Meeting
October 31, 1952

The regular meeting of the Board was called to order at 3:35 o'clock.

Members present: Mr. Stafford presiding, Mrs. Bailey, Mrs. Gage, Messrs. Blackford, Felts, Gore and Owen.

Minutes of the previous meeting were approved as read.

The Librarian's report for September was considered and ordered filed.

Mr. Stafford made the following Committee appointments: Buildings and Grounds Messrs. Gore, Blackford, Felts, Mrs. Gage; Finance: Messrs. Owen, Hull, Mrs. Bailey, Mrs. Loewen.

The Librarian requested that an Advisory Committee be formed. She said that the Administrator is often faced with problems that can be solved by discussion with others. She hesitated in making the request for fear of future confusion about the Trustee's function as policy-maker and the Librarian's function as administrator. Such a committee should be called only at the Librarian's request and should be definitely advisory in nature, with the Librarian free to make ultimate decisions based on training and experience. Mr. Stafford named the following members to this Committee: Mrs. Bailey, Mr. Felts, Mr. Gore.

The motion was made by Mr. Owen, seconded by Mr. Blackford, and unanimously passed that bills for maintenance totaling \$5153.80 and salaries \$4634.56, a total of \$9788.36 be paid.

The members instructed the Librarian to pay the bill for Young Adult Room draperies from the Renovation Fund.

The Librarian read to the Trustees a letter from Donald Bean, Representative of Remington Rand concerning the cost of two units of additional shelving around the staircases in the Young Adult Room the cost of which (\$133.00) he had charged to himself. She said she believed she must have given him the plans of this area which have been discovered to be wrong in measurements. Since we received all the equipment shown on the plan and listed in the bid she recommended that we pay for the two additional sections.

Several members questioned the Library's responsibility for the added expense. Mr. Blackford believed that Mr. Bean should pay the full cost since it was his opinion that the latter should have taken his own measurements without relying on the blueprints. It was Mrs. Gage's opinion that since they had provided all the equipment for which they bid, they need not have sent the additional units and since they rushed them here in time for the Opening, the Library should pay for them.

The motion was made by Mr. Owen and seconded by Mrs. Bailey that the Librarian write Mr. Bean asking if he would consider it fair if we paid half the additional bill or \$66.50. All voted "aye" except Mrs. Gage.

The subject of the scagliola columns was discussed and the members were asked to look at the one in the west reference room which the Christy Company had refinished as a sample.

The Librarian was instructed to have the work completed as soon as possible.

It was reported that it had been impossible to find a garage which would store the Bookmobile. The Librarian had talked with Mr. Henry, the new owner of the

October, 1952

Decatur Messenger Service Garage, and he had said if we would give them another chance they would take proper care of it.

Figures for installation of a modern drinking fountain in the front hall were received from the Clodfelter Plumbing Co (\$345.00 for a 5 gal. tank) and the George S. Walker Co (\$333.00 for a 12 gal. tank)

The motion was made by Mrs. Bailey, seconded by Mr. Owen and unanimously passed that the work be given to Mr. Walker.

The Librarian reported that if radiator covers were not obtained, the walls throughout the building and the Young Adult Room draperies would become unnecessarily dirty. The Ornamental Iron Works had figured on these last summer, \$145.00 for thirteen covers including \$40.00 for the Youth Room.

The motion was made by Mr. Blackford, seconded by Mr. Gore and unanimously passed that the thirteen covers be ordered.

The Librarian reported that one of the glass plates of the stackroom floor was in a dangerous condition. Mr. Roseman of Remington Rand had told her that the Pittsburgh Plate Glass Co. still made such flooring. The local company had not sent a man to estimate although they had been repeatedly called. Mr. Swartz of the Swartz Glass Co. said he would do it. She was instructed to have the one plate installed immediately and an estimate made for replacing the other cracked plates.

She asked the Board for permission to sell or give away the two large tables removed from the Adult Reading Room after the renovations. These are stored in the basement where they are taking up needed space. (The Fire Dept. had made their yearly survey and had reported our storage area too crowded) It was suggested that she contact Dean Madden, the Y.M.C.A., Millikin Bank and other people to see if anyone could use the tables and would be willing to pay something for them.

Mr. Stafford explained the revision of our insurance policies which include a Valuable Papers policy for all catalogs and records and increased valuation on contents.

The meeting adjourned at 5:20 o'clock.

Respectfully submitted,

Muriel E. Perry
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Secretary