

Regular Meeting of the Library Board

December 28, 1921.

Present: Messrs. Hardy, Shade, Scott, Lorenz and Swisher.

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.

A case for the Lincoln Memorial Collection, at a cost of \$106.40, was to be ordered, also a catalog cabinet for the Branch.

The difficulty of heating the Branch was mentioned, and the Board thought a coal-oil stove would help to make the attendant more comfortable, so one was to be purchased.

Mr. Swisher took up the Branch proposition and said he could put up the building for \$6,000. The heat would not be included in this estimate, and some features of the original plans would have to be eliminated. The size would be 32 x 40 feet. *42 x 52*

Mr. Scott asked concerning the appropriation, and this was explained to him.

Miss Bernice Barbey was to return to the library as general assistant January 9th.

Bills to the amount of \$1,781.88 were approved by the Finance Committee and ordered paid.

On motion adjourned.

Alice G. Evans,
Secretary.

December 28, 1921.

Librarian's Report for November 1921

	<u>Book Account</u>		Branch.	School.	Total.
	Adult.	Child.			
Total vols. 31 Oct. 1921	34,881	5,779	1,819	2,005	44,484
New books added by purchase	61	15	29	16	121
New books added by gift	1				1
Books replaced	74	34	38	14	160
Total additions	136	49	67	30	282
Total vols. 30 Nov. 1921	35,017	5,828	1,886	2,035	44,766

	<u>Registration</u>				Total
	<u>Main Lib.</u>		<u>Branch</u>		
	Adult.	Child.	Adult.	Child.	
Cards in force 31 Oct. 1921	7,097	3,379	143	663	11,282
Borrowers registered	217	123	8	15	363
Borrower's cards cancelled	154	81	5	30	270
Cards in force 30 Nov. 1921	7,160	3,421	146	648	11,375

	<u>Circulation</u>						Total	
	<u>Main Lib.</u>		<u>Branch</u>		School.	Deposit.		
	Adult.	Child.	Adult.	Child.			Staley.	
Books issued	11,081	4,823	512	901	3,328	643	185	21,473
Largest daily circulation at Main library-	1,283.				At Branch-		151	
Smallest " " " " "	-				140.	" "	-	46
Average " " " " "	-				636.	" "	-	88
Books used in reading and reference rooms	-----							1,381
Delinquent postals sent	-----							370
Reserve postals sent	-----							171

	<u>Binding and Repair</u>	
Books sent to bindery	-----	0
Books repaired in library	-----	314

Sunday Opening
 Visitors: Men -- 149. Women -- 108. Children -- 31. Total -- 288

	<u>Classified Report</u>				Total.
	<u>Book Account</u>		Branch.	School.	
	Adult.	Child.			
General works	3	3			6
Philosophy	3				3
Religion	1	1	1	3	6
Sociology	4	12	9	5	30
Philology	1				1
Science	4	1	2	3	10
Useful arts	9	4	3		16
Fine arts	8		2		10
Literature	17	1	1	2	21
Travel	7	3	2		12
Biography	3	1	2	1	7
History	6	1	1	1	9
Fiction	69	22	44	15	150
Foreign bks.	1				1
Total	136	49	67	30	282
Rental coll.	3				3

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	<u>Classified Report</u>					Total.
	<u>Circulation</u>					
	Adult.	Child.	Branch.	School.	Stations.	
General works	31	10				41
Philosophy	86	2	1		5	94
Religion	110	26	7	31	2	176
Sociology	215	543	95	504	49	1406
Philology	9					9
Science	141	108	10	196	26	481
Useful arts	324	78	31	72	49	554
Fine arts	262	65	34	55	12	428
Literature	623	283	58	221	59	1244
Travel	192	151	22	291	35	691
Biography	254	102	50	89	10	505
History	341	170	31	206	38	786
Fiction	7934	3268	1054	1663	516	14435
Foreign bks.	14					14
Magazines	167	17	20		27	231
Rental coll.	378					378
Total	11081	4823	1413	3328	828	21473

Finance

Receipts:

Balance due from appropriation 31 Oct. 1921	-----\$22,267.87
Fees for non-residents	-----21.00
Fines, damages & lost books	-----104.00
Rental coll.	-----18.80
Other sources	-----3.70

Total receipts -----\$22,415.37

Expenditures:

Salaries	-----\$1,215.30
Books	-----218.23
Periodicals	-----629.95
Binding	-----300.00
Supplies	-----52.71
Repairs & improvements	-----277.00
Light & heat	-----77.01
Postage, freight & exp.	-----2.49
Miscellaneous	-----79.50

Total expenditures ---\$2,852.19

Balance due from appropriation 30 Nov. 1921 --\$19,563.18

Respectfully submitted,

Alice G. Evans.

Librarian.