

Board of Trustees
March 24, 1954

The regular meeting of the Board was called to order at 4:00 p.m.

Members present: Mr. Hull, presiding, Mrs. Bailey, Mrs. Ridgley, Messrs. Blackford, Felts, Rollins and Schroeder.

The minutes of the last meeting were read. The motion was made by Mr. Rollins, seconded by Mrs. Ridgley and unanimously passed that they be filed after the deletion of an over long passage.

Mr. Rollins asked about the legality of the Librarian's refusal to give payroll figures to the newspapers or public if this information were requested.

Mr. Hull explained that the Librarian could refuse only until instructed otherwise by a majority of the Board.

After discussion the motion was made by Mr. Rollins, seconded by Mr. Schroeder and unanimously passed that the Librarian give payroll figures to the public whenever they are requested.

Statistics for the Librarian's March report were examined and ordered filed.

The motion was made by Mrs. Bailey, seconded by Mr. Felts and unanimously passed that bills for maintenance totaling \$2697.06 and salaries, \$5245.34, a total of \$7942.40 be paid.

A progress report on the University of Illinois survey was given.

The resignation of Miss Fleta Davis as Branch Assistant to take affect April 30th was read.

The Librarian asked the Board's opinion regarding closing the Branch Tuesday and Friday evenings if no assistants could be secured to augment the dwindling staff. Permission was granted. It was also considered wise to postpone placing the oil contract until the survey is completed.

The Librarian reported that a sex offense had occurred in the stacks on the evening of March 3rd. The young man involved was under the jurisdiction of the proper authorities. The Librarian had talked with Byron Merris about the possibility of having our janitors made special police officers. He believed this would be simple.

He agreed that the installation of flood lights at the rear of the building for protection of our property at night should be recommended to the Board. An estimate for such an installation with controlling time clock for \$200.00 from Hamilton Electric Company was read and discussed.

The motion was made by Mr. Schroeder, seconded by Mr. Rollins and unanimously passed that Hamilton be instructed to make the installation.

Mr. Spangler's itemized cost estimate for repairs to the outside of the main building totaling \$10,285.00 with his recommendation that 5% be added for unseen or miscellaneous expenses was discussed at length.

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The motion was made by Mr. Schroeder, seconded by Mrs. Bailey and unanimously passed that the Librarian direct Mr. Spangler to prepare specifications preparatory to the publishing of bids so that the necessary renovations may be started as soon as possible.

The Librarian asked if the Finance Committee had any preference for a meeting date previous to the April Board Meeting. Mr. Felts said that Friday was a bad day for him.

Mr. Rollins asked for an expression of the Board's thinking on a payroll schedule based on seniority versus merit. Mr. Blackford said he believed the automatic system was better since it eliminated entirely any element of discrimination on the part of the employer. Mr. Felts also favored this type.

Mr. Rollins said the merit system is a tool in the hands of the employer. Used wisely it can be the means of increasing staff morale and efficiency.

On being questioned, the Librarian said that in her opinion an automatic schedule was easier to administrate since it excluded the necessity of telling an employee that her work did not warrant an increase. Schedules based on merit are more difficult but certainly are more conducive to production of quality service.

The questions of employer discrimination is virtually eliminated since staff members are rated by their supervisors as well as the Assistant Librarian and the Librarian. Department Heads are rated by the latter two. Only the Assistant Librarian is rated solely by the Director.

Five of the members present favored in general the merit system, two, the seniority.

Mr. Hull reviewed the Committee report for air conditioning Main. Mr. Blackford explained his negative vote was based on his feeling that the full Board should decide the issue.

After a lengthy discussion the motion was made by Mr. Rollins, seconded by Mrs. Bailey and unanimously passed that the Librarian authorize Mr. Spangler to prepare a survey for air-conditioning the main building, the cost to be between \$215.00 and \$235.00.

The meeting adjourned at 5:20 p.m.

As the members were preparing to leave, the Librarian reported that U. S. Representative Springer had offered to name Decatur as a Federal Depository. At first she had asked a delay in the appointment. Personnel shortages seemed too great to permit us to undertake the work of a Depository. Miss Eaton of the survey team had recommended immediate acceptance of the offer and negotiations were underway between the Superintendent of Documents and the Librarian.

Respectfully submitted,

Muriel E. Perry

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Secretary