

Regular Meeting of the Library Board

June 28, 1940

Present: Messrs. Shilling, Nash and Mrs. Garman.

Mrs. Evans and Mr. Borchers had given consent to pass the regular bills.

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, F. W. Schlie was to be notified that his estimated bid was accepted for further improvements in the plumbing of the men's toilet.

Repairs and decorations of the walls in the children's room were discussed and the room visited to see the condition of the walls. This was placed in the hands of the Buildings and Grounds committee with power to act. Mr. Shilling was to meet with the committee.

Bills to the amount of \$3463.41 were approved by the Finance committee and ordered paid. Mr. Nash acted on the committee for this meeting.

On motion, adjourned.

Minnie A. Dill

Secretary.

Librarian's Report for May, 1940

Book Report

	Adult	Juvenile	Total
Total vols. 30 Apr '40	57541	16463	74004
New books added by purchase	189	170	359
New books added by gift	17	0	17
Magazines bound	1	0	1
Books replaced	1	17	18
Total additions	208	187	395
Books withdrawn	323	120	443
Total vols 31 May '40	57426	16530	73956

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in Force 30 Apr. '40	12478	3739	732	912	17861
Borrowers registered	226	70	11	19	326
Borrowers cards cancelled	189	44	7	12	252
Cards in force 31 May '40	12515	3765	736	919	17935

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	12361	3207	1127	1575	3397	21667
Largest daily circ. at Main library-			974	At Evans branch-		179
Overdue notices sent	-----					462
Reserve postals sent	-----					196
Pictures loaned	-----					734
Telephone calls	-----					408

Binding and Repair

Books mended in library	-----	1160
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Classified Report

Book Account

	Main lib.		Evans branch	E. End branch	Schools	Total
	Adult	Child				
Total vols. 30 Apr. '40	52983	8713	6698	2374	3236	74004
New books added:						
General works	6	19	1	0	0	26
Philosophy	3	1	0	0	0	4
Religion	8	0	0	0	0	8
Sociology	21	4	0	0	0	25
Language	2	0	0	0	0	2
Science	5	1	2	0	0	8
Useful arts	17	7	2	0	0	26
Fine arts	7	0	0	0	0	7
Literature	56	4	2	0	0	62
History	12	1	0	0	0	13
Travel	9	3	2	0	0	14
Biography	10	4	0	0	0	14
Fiction added	36	92	58	0	0	186
Total added	192	136	67	0	0	395
Rent coll.- 9						
Books withdrawn	303	100	36	4	0	443
Total vols. 31 May '40	52872	8749	6729	2370	3236	73956

Librarian's Report for May, 1940 ---- 2

	<u>Classified Report</u>					Total
	<u>Circulation</u>					
	Main lib.		Evans	Schools		
	Adult	Child	branch			
General works	44	0	7	0	51	
Philosophy	227	2	1	0	230	
Religion	194	19	2	74	289	
Sociology	468	58	28	159	713	
Fairy tales		166	62	227	455	
Language	18	0	0	0	18	
Science	224	72	41	158	495	
Useful arts	585	149	76	107	917	
Fine arts	635	75	57	33	800	
Literature	836	138	74	136	1184	
History	513	41	34	218	806	
Travel	453	79	98	232	862	
Biography	547	77	36	108	768	
Fiction	6810	2281	2027	1945	13063	
Magazines	366	50	159	0	575	
Foreign books	32	0	0	0	32	
Rent coll.	409	0	0	0	409	
Total	12361	3207	2702	3397	21667	

Volumes used for reference in Adult dept at Main lib.-- 901

Finance

RECEIPTS

Bal. on hand 30 Apr. '40 ---	\$3226.52
Fines, damaged & lost bks.-	117.13
Non-resident fees -----	15.00
Rent collection -----	20.45
Reserve postals -----	2.42

Total receipts ----- \$3381.52

DISBURSEMENTS

Salaries, Staff -----	\$1825.40
Janitor service -----	210.00
Books -----	489.45
Periodicals -----	3.15
Binding -----	330.61
Supplies -----	82.92
Repairs -----	34.86
Light -----	5.02
Heat -----	95.60
Telephone -----	14.25
Postage, drayage, etc -----	3.83
Insurance -----	62.23
Miscellaneous -----	13.12
Total disbursements -----	\$3170.44
Bal. on hand 31 May '40 -----	\$ 211.08

Respectfully submitted,

Minnie A. Dill

Librarian.