

Regular Meeting of the Library Board

November 28, 1941

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

Minutes of the last meeting were read and approved.

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

Mention was made of the opening of the children's room, after being closed for several months while it was being reconditioned. There were many visitors through the day and evening, who came to see the improvements, and the children to use their room and get books for home reading. The room looked attractive with lowered ceiling and the bright lights recessed, the pale green walls, the bookcases filled with gay-colored books, and lovely flowers and plants- most of these were gifts of friends and patrons. The newspapers had given good publicity, having a long story with picture in the Sunday Herald and Review, November 16, and several other stories and items throughout the week. The total cost of the work in this room was \$1,887.86.

There was an informal discussion about further repairs and improvements. All agreed that better lighting was needed all over the library. The catalog room, being across the hall from the children's room, is conspicuously dark and the walls need paint. The Evans branch library should not be forgotten in budget for repairs and improvements, as it has been neglected for some time. The Board members planned to visit the Branch, many had never been there, and decided to hold a regular meeting there in the near future.

On motion of Mrs. Evans, seconded by Miss Riggs, salary payments for December would be made in two installments. As the next regular meeting would come the day after Christmas it was thought

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best to advance the date. On motion of Mr. Imboden, seconded by Miss Riggs, the December meeting was to be the 19th instead of the 26th. This made unnecessary the previous motion for a split salary payment.

On motion of Mrs. Evans, seconded by Mrs. Garman, bills to the amount of \$3,207.08 were ordered paid.

Minnie A. Dill

Secretary.

Librarian's Report for October, 1941

Book Account

	Adult	Juvenile	Total
Total vols. 30 Sp.'41	59848	17010	76858
New books added by purchase	71	15	86
New books added by gift	1	0	1
Magazines bound	148	3	151
Books replaced	1	109	110
Total additions	221	127	348
Total vols. 31 Oc.'41	60069	17137	77206

Registration

	Main lib.		Evans br.		Total
	Adult	Child	Adult	Child	
Cards in force 30 Sp.'41	13067	3837	785	906	18595
Borrowers registered	318	65	13	17	413
Borrowers cards cancelled	319	84	29	39	471
Cards in force 31 Oct.'41	13066	3818	769	884	18537

Circulation

	Main lib.		Evans br.		Schools	Total
	Adult	Child	Adult	Child		
Books issued	12305	2624	1211	1324	5176	22640
Largest daily circ. at Main lib.-			838	At Evans branch-		156
Overdue notices sent	-					393
Reserve postals sent	-					193
Pictures loaned	-					1072
Telephone calls	-					480

Binding and Repair

Books sent to bindery	- - - - -	239
Books repaired in library	- - - - -	901

Classified Report

Book Account

	Main lib.		Evans branch	E.End branch	Schools	Total
	Adult	Child				
Total vols. 30 Sp'41	55146	8796	7085	2354	3477	76858
New books added:						
General works	56	1	0	0	0	57
Philosophy	3	0	0	0	0	3
Religion	4	0	0	0	0	4
Spciology	46	12	0	0	1	59
Science	9	0	0	0	0	9
Useful arts	17	5	0	0	0	22
Fine arts	17	5	0	0	0	22
Literature	13	7	0	0	0	20
History	8	1	0	0	0	9
Travel	10	1	0	0	0	11
Biography	7	4	0	0	9	20
Fiction	31	81	0	0	0	112
Total added	221	117	0	0	10	348
Rent coll- 18						
Total vols. 31 Oc.'41	55367	8913	7085	2354	3487	77206

Classified Report
Circulation

	Main lib.		Evans	Schools	Total
	Adult	Child	branch		
General works	18	2	0	0	20
Philosophy	258	3	0	0	261
Religion	135	21	12	38	206
Sociology	450	51	25	140	666
Fairy tales		142	49	376	567
Language	25	0	0	0	25
Science	245	87	39	274	645
Useful arts	678	138	90	154	1060
Fine arts	587	68	31	20	706
Literature	602	93	82	319	1096
History	597	101	54	271	1023
Travel	364	92	89	378	923
Biography	532	43	46	149	770
Fiction	7086	1757	1764	3057	13664
Magazines	296	26	254	0	576
Foreign books	26	0	0	0	26
Rent coll.	406	0	0	0	406
Total	12305	2624	2535	5176	22640

Volumes used for reference in Main adult dept. ----- 913

Finance

RECEIPTS:

Bal. on hand 1 Oc.'41 -----	\$1590.08
Fines, damaged & lost bks. ---	126.42
Non-resident fees -----	23.00
Rent collection -----	20.30
Reserve postals -----	5.06
Amount placed to account --	4000.00

Total receipts ----- \$5764.86

DISBURSEMENTS:

Salaries: staff -----	\$1809.45
Salaries: janitors -----	225.00
Books -----	736.66
Periodicals -----	585.25
Binding -----	122.93
Supplies -----	27.76
Repairs & improvements ---	1800.70
Light -----	5.87
Furniture & fixtures -----	23.08
Telephone -----	14.00
Postage, drayage, express	6.00
Miscellaneous -----	8.93
Total disbursements -----	\$5365.63
Bal. on hand 1 Nv.'41 -----	\$ 399.23

Respectfully submitted,

Minnie A. Dill

Librarian.